

Canadian Memorial Chiropractic College

Academic Calendar 2018-2019



CMCC



CMCC

Canadian Memorial Chiropractic College

Academic Calendar 2018-2019

6100 Leslie Street, Toronto, Ontario M2H 3J1

Telephone: 416 482 2340 www.cmcc.ca

Disclaimer

The Canadian Memorial Chiropractic College (CMCC) reserves the right to change, without notice, any information relating to the matters set out in this Calendar and posted in any media, including but not limited to written or electronic format, and including but not limited to policies relating to admissions, academics, graduation and discipline. As this is not an exhaustive document, for confirmation of the most up to date information relating to any matter set out in the Calendar or otherwise related to the academic programs at CMCC, individuals are directed to the Registrar.

CMCC assumes no liability whatsoever for direct or indirect damages resulting from matters beyond its control, including but not limited to interruption or cancellation of any academic programs where the interruption or cancellation is caused by fire, water, theft, strike, lockout, protest, government action, or civil unrest.

Any reference to an individual position may include his/her designate.

For an electronic version of this Calendar or for information on CMCC, visit our website at: www.cmcc.ca

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Our Vision

An academic institution recognised for creating leaders in spinal health

Our Mission

Deliver world class chiropractic education, research and patient care

Our Strategic Framework

Pursue with rigour, innovation and uncompromising standards, excellence in the following:

- Teaching and Learning
- Service and Support for Students and Employees
- Clinical Care
- Collaboration and Communication
- Institutional Leadership and Management
- Research, Scholarship and Innovation

Our Core Values

Communication: We communicate frankly and openly with each other. We encourage a learning environment to stimulate the exchange of information and knowledge. We value and support teamwork, co-operation, and timely communication.

Accountability: Individually and collectively, we take responsibility for our actions and decisions in achieving our goals. We are accountable to ourselves and our colleagues and, in particular, to students, patients and stakeholders whom we serve.

Respect: We respect every individual. We treat people with fairness and dignity. We benefit from the diversity of people and opinions.

Excellence: We are committed to the highest standards of quality, exceptional performance at all times and the pursuit of innovation. We strive to create a positive culture that supports a healthy workplace of choice.

The Chiropractic Oath

I do hereby swear before God and these assembled witnesses, both corporeal and spiritual, that I will do my utmost to keep this my sacred, trusted oath, as a graduate of the Canadian Memorial Chiropractic College, that henceforth:

I will esteem those who taught me this Art, Science and Philosophy of Chiropractic, and with this torch of knowledge, fashioned by Hippocrates, I will light the way to the understanding of those natural laws which preserve the human body as a fitting temple of the soul.

I will keep the physical, mental and spiritual needs of the sick as my foremost duty, ever searching for and correcting the cause of their disease to the best of my ability, insofar as my science is in the highest precepts of my *Alma Mater* and harmonious with the *Vis Medicatrix Naturae*.

I will at all times stand ready to serve humanity, without distinction of race, creed or colour, in my lifelong vocation of preventing and alleviating human suffering, wherever it may be found, by exemplifying in my own life a pattern of living in harmony with the laws of nature.

I will refrain from any act of wrongdoing and will regard the keeping of a patient's confidence as a moral obligation, using any such information only in his/her best interests.

May God so direct the skillful use of my hands that I may bring strength to the sick, relief to the suffering, peace of mind to the anxious, and inspiration to all humanity to attain bountiful health that we may live this life to the fullest expression of its innate endowments.

I therefore solemnly swear to uphold these principles and precepts to the best of my ability, so help me God.

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Message from the President



David J. Wickes, DC, MA

A handwritten signature in black ink, which appears to read "D. Wickes". The signature is fluid and cursive.

The Canadian Memorial Chiropractic College offers an internationally recognized chiropractic program provided by an exceptional team of health care professionals dedicated to evidence-based care and innovative program delivery. We pride ourselves in graduating competent, confident chiropractors, ready to take their place in the health care community and continue to build upon the professional legacy of their fellow alumni. Many of our graduates have gone on to become academic leaders and clinical specialists highly sought after by other institutions, organizations and clinical centres of excellence. Our programs extend to postgraduate offerings in chiropractic specialty fields and continuing education for practising professionals.

With a keen eye on the future, we continually develop our curriculum, implementing new technologies for engaging students and flexible delivery as well as strategies to expand research and scholarly activities. CMCC's record of achievement in chiropractic education, research, and delivery of patient care is well known. To prepare students for emerging health care models, we offer a variety of clinical experiences that include multidisciplinary clinics, integrated care settings, hospital experiences, and traditional private practice settings.

We find value in collaborating with other professionals and institutions. Articulation agreements with universities, such as the University of Ontario Institute of Technology (UOIT) and the University of Winnipeg, have enabled students enrolled in kinesiology honours degree programs to earn both their undergraduate degree and the doctor of chiropractic degree in seven years rather than eight. Agreements with the University of Southern Denmark and the University of Toronto have been developed to foster cooperative educational, clinical, research and graduate programs.

CMCC's Simulation Laboratories, with specially designed adjusting tables, delayed video feedback, and programmable simulated patient manikins, provide an exceptional setting to enhance diagnostic and treatment skills. The Force Sensing Table Technology (FSTT®) and the Human Analogue Mannequins (HAM®) developed at CMCC have now been adopted by numerous chiropractic programs around the world.

New to the institution since 2017, we offer students the use of the Anatomage® Table, a life-sized virtual dissection table used to augment our traditional dissection program. These tables are extremely versatile for our students and instructors, allowing integration with microanatomy, histology X-ray, CT and MRI images. Our lecture capture system, also recently implemented, allows professors to record and upload lectures that students can search and revisit, allowing them to tailor the pace of their learning and providing unlimited opportunities to review materials in preparation for examinations.

I look forward to another great year, full of discovery and for our graduates, the anticipation of an exciting transition to the chiropractic profession.

About CMCC

History

The Canadian Memorial Chiropractic College (CMCC) was established in 1945 by chiropractors who gathered from across Canada to establish a central association for the profession — the Dominion Council of Chiropractors, which later became the Canadian Chiropractic Association. It was their vision to establish an academic institution that would espouse a high standard of chiropractic education and become a catalyst for the cohesive development of chiropractic in Canada.



“Memorial” in the name is in honour of Canadian Daniel David Palmer, who founded chiropractic in the United States in 1895. Chiropractic soon developed into one of the largest primary contact health care professions in North America.

CMCC opened its doors on September 18, 1945 — the 50th anniversary of the first chiropractic adjustment — welcoming a large class of veterans returning from World War II. CMCC served Canada as the sole provider of chiropractic education until 1993, when a francophone program was established in Québec.

In 1982, CMCC achieved “Recognized Candidate for Accreditation Status” with the Commission on Accreditation of the Council on Chiropractic Education (Canada) Inc. (now the Council on Chiropractic Education Canada of the Federation of Canadian Chiropractic). CMCC became accredited in 1986.

CMCC established postgraduate chiropractic residency programs in Clinical Sciences and Radiology (now Diagnostic Imaging) in 1975. A Sports Sciences residency program was added in 1994. In 2012, CMCC expanded its postgraduate offerings to include a program in Work Disability Prevention which, effective in 2017, is offered with and through the University of Ontario Institute of Technology (UOIT) in an online format.

In 2005, CMCC became the first private institution to offer a profession oriented health care degree under the Government of Ontario’s *Post-secondary Education Choice and Excellence Act, 2000*.

In 2007, CMCC established the McMorland Family Research Chair in Mechanobiology. CMCC is the first independent chiropractic institution to endow a research chair.

In 2012, CMCC entered into an academic articulation agreement with UOIT. This Agreement provides an accelerated pathway for eligible UOIT students to meet the requirements of its Bachelor of Health Sciences (Honours) degree – Kinesiology major, and CMCC's Doctor of Chiropractic degree, seamlessly bridging the foundational degree into CMCC's professional degree.

In 2014, CMCC entered into an academic articulation agreement with the University of Winnipeg (UWinnipeg). This Agreement provides an accelerated pathway for eligible UWinnipeg students to meet the requirements of its Bachelor of Science, Kinesiology degree and CMCC's Doctor of Chiropractic degree, seamlessly bridging the foundational degree into CMCC's professional degree.

In 2014, CMCC entered into a Memorandum of Understanding for knowledge exchange and collaboration with the University of Toronto to foster and promote collaboration in the fields of education, research and capacity. In 2016, a similar agreement was signed with the University of Southern Denmark.

Institutional Status

Incorporation

CMCC is incorporated under the Corporations Act (Ontario) as a not for profit organization and is a registered charity under the Income Tax Act (Canada). CMCC receives no direct government funding and relies on membership, tuition, donations and other ancillary revenues for support.

Professional Accreditation

The Doctor of Chiropractic degree program of the Canadian Memorial Chiropractic College is accredited by the Council on Chiropractic Education Canada (CCEC) of the Federation of Canadian Chiropractic (FCC). FCC is a member of the Councils on Chiropractic Education International (CCEI), whose other members are The Council on Chiropractic Education Australasia Inc. and the European Council on Chiropractic Education. CCEI has established core Model Standards that comprise the essential elements necessary for chiropractic accrediting agencies around the world to ensure that each program they accredit provides quality education so that their graduates can serve as competent and qualified chiropractic practitioners. CMCC's undergraduate program meets the educational requirements established for the practice of chiropractic and is recognised by regulatory bodies in all provinces in Canada, in US states and in many other jurisdictions around the world.

Any concerns regarding CMCC's compliance with the FCC's Standards for Doctor of Chiropractic Programs should be addressed to the CCEC c/o FCC at 5657 Spring Garden Road, Suite 502 (Box 142), Halifax, NS B3J 3R4, or at 902 406 4351.

Ministerial Consent

CMCC awards a Doctor of Chiropractic degree, a second entry baccalaureate honours degree, to its graduates. This program is offered under the written consent of the Minister of Training, Colleges and Universities (now the Ministry of Advanced Education and Skills Development) for the period from March 24, 2011 to March 24, 2021.

Prospective students are responsible for satisfying themselves that the program and the degree will be appropriate to their needs (e.g., acceptable to potential employers, professional licensing/regulatory bodies or other educational institutions).

Other

CMCC, through its Department of Anatomy, is one of only 10 educational institutions designated as a school of anatomy under the authority of the Anatomy Act of the Province of Ontario. CMCC is listed in Regulation 21 of the Anatomy Act, amended in 2006.

CMCC is an approved institution under the Province of Ontario's Student Assistance Program (OSAP) for 2017-2018. This approval is granted annually, and CMCC has held this status continuously since 1988. Students attending CMCC are therefore eligible for assistance from OSAP.

CMCC has been recognised as a Designated Educational Institution by Citizenship and Immigration Canada and the Ministry of Advanced Education and Skills Development. This designation allows international students holding a valid Study Permit to enrol in the Doctor of Chiropractic degree program and postgraduate residency programs.

Programs

CMCC is an academic institution offering a second entry undergraduate professional degree and postgraduate and continuing education programs.

Undergraduate (Doctor of Chiropractic)

The undergraduate program at CMCC is a second entry baccalaureate honours degree program, offered to qualified candidates who have completed a minimum of three years of university level study prior to admission.

The undergraduate evidence-based curriculum is a rigorous 4,200+ hour program which provides the in depth knowledge required to develop competent and successful chiropractors. The first two years of the curriculum emphasize the foundational courses in the biological sciences (anatomy, pathology, physiology, microbiology, etc.). Beginning in Year I, and becoming the emphasis of the program in Years III and IV, are the professional courses in chiropractic studies, psychomotor skills, clinical education, and the related health professional courses (business, jurisprudence, ethics and professionalism).

CMCC prepares tomorrow's chiropractors to be experts in spinal and musculoskeletal health, clinically competent, compassionate, ethical and confident members of the health care team. Graduates are eligible to write national licensing examinations and enter clinical practice as primary contact health care professionals, and may pursue graduate studies, research and teaching.

Postgraduate

CMCC's Graduate Studies Program provides advanced programs of postgraduate study delivered in structured pathways that emphasize excellence in clinical skills, research, teaching, learning and leadership.

CMCC currently offers two postgraduate programs:

- Chiropractic Residency Programs — postgraduate academic programs where diagnostic and clinical skills developed at the undergraduate level are further enhanced through external clinical and research practica, along with in class participation.
- Work Disability Prevention Program (WDP) — offered through UOIT in collaboration with CMCC as a two-year Graduate Studies Diploma available part-time and online.

Continuing Education

CMCC offers an extensive array of continuing education programs, primarily to chiropractors, to assist them in meeting the ever changing needs of professional practice in order to serve and promote the health of society through a commitment to:

- lifelong learning
- self directed study
- maintaining awareness of current health care issues
- improved patient care

Research

CMCC is recognised as one of the most innovative chiropractic institutions in North America, focusing on basic and applied research related to neuromusculoskeletal interactions and the study of chiropractic's role in integrated care and health promotion.

Faculty and students conduct research across a broad span of topics that extend from the biological sciences (e.g., disc regenerative biology, cellular inflammatory mechanisms, and models of joint disease) to applied mechanics (e.g., joint biomechanics, spinal manipulation and elastography of soft tissues). CMCC's research into interprofessional practice has earned international respect. Faculty research in this area has included using systems dynamics to explore jurisdictional control in health care delivery and the influence of chiropractors on the health of Canadians.

In 2012, CMCC, in collaboration with UOIT, opened the UOIT-CMCC Centre for Disability Prevention and Rehabilitation, dedicated to building the framework for new evidence informed approaches to health care delivery in Canada.

Current and relevant research informs CMCC's undergraduate curriculum as knowledge is integrated into the program to benefit students and to enhance patient care. To ensure that students continue the tradition of excellence as consumers of research translating evidence to patient centred practice, the use of research as evidence is embedded in the curriculum. An elective research project is available to those students who have special interest or are considering a research track in their career. CMCC student investigations

have achieved outstanding success in research competitions with awards in topics ranging from biomechanics to interprofessional collaboration.

CMCC has established the McMorland Family Research Chair in Mechanobiology, the first independent chiropractic institution to endow such a chair. The strong foundation in research that CMCC graduates carry with them is also seen in the fact that the majority of chiropractic research chairs in universities across Canada are CMCC graduates. This emphasis on research will ensure that CMCC continues to be highly regarded for the quality and innovation of its research programs.

Faculty

CMCC faculty members are leaders in their fields and are widely known for their active contribution to the enhancement of patient care, service to professional organizations and regulatory boards, and the advancement of knowledge through scholarly research, publications and presentations.

Chiropractic Techniques Taught at CMCC

The chiropractic adjustment is the treatment modality upon which the chiropractic profession was founded. While there is a range of approaches utilized by chiropractors around the world, the curriculum at CMCC centres around diversified technique. The criteria used to select procedures taught in the curriculum includes quality, safety and effectiveness of treatment. To assess these criteria, best evidence is utilized as well as consensus opinion of the faculty.

Student Performance Indicators

In accordance with its performance requirements with the Ontario Ministry of Advanced Education and Skills Development, CMCC engages a third party to survey and calculate annual graduation rates, employment rates and graduate satisfaction rates for students who were enrolled in the four year Doctor of Chiropractic program. The Ministry also provides CMCC with a key performance indicator of the percentage of graduates who have defaulted on their Canada-Ontario Integrated Student Loan. This data is an indicator of the quality of CMCC's academic program in preparing graduates for a career in chiropractic.

| Class | Graduation Rate | Canada-Ontario | | |
|-------|-----------------|--------------------------------------|-----------------|-------------------|
| | | Integrated Student Loan Default Rate | Employment Rate | Satisfaction Rate |
| 2013 | 89.3% | 0% | 93.9% | 81.2% |
| 2014 | 95.36% | 0% | 93.8% | 73.8% |
| 2015 | * | 1.8% | * | * |
| 2016 | * | 0% | * | * |

*Not available at the publication date

As a further measure of their preparation for professional practice, over the past 15 years, CMCC students have had an average pass rate of 96% on Canadian Chiropractic Examining Board examinations, an entry point for registration/licensure.

Professional Opportunities

There is an abundance of opportunity for chiropractors in health care today. Graduates are currently practising in 37 countries, most commonly in private practice, as sole proprietors or as associates; however, an increase in the number of multidisciplinary health care facilities in Canada has led to new opportunities for health care professionals to collaborate in providing patient care, such as in hospitals and other health care institutions. Others pursue graduate studies or research opportunities in related fields.

Safe and Inclusive Learning Environment

CMCC is committed to providing a safe and inclusive learning and working environment in which everyone is free from discrimination, harassment or violence in any form. Any such behaviour is not only unacceptable and incompatible with the values of CMCC and a violation of the law, it will not be tolerated. Individuals or organizations whose representatives conduct themselves in a manner that undermines this commitment, and/or jeopardizes the actual or perceived physical or psychological safety of CMCC students, employees, guests and invitees, will be held accountable in accordance with institutional policy.

CMCC is proud of its diverse community and is committed to ensuring individuals can participate fully in the learning environment. CMCC endeavors to provide an inclusive learning experience and uses teaching strategies, technologies and practices that accommodate instructors, learners and guests.

CMCC is committed to providing equal opportunity in accordance with relevant legislation and will not discriminate nor tolerate discrimination on the basis of race, colour, religion, sex, age, national origin, marital status, sexual orientation, gender identity, genetic information, or against any qualified individual with disabilities in its employment practices, patient care, or in the admission and treatment of students.

Canadian Memorial Chiropractic College is committed to creating an environment that is inclusive and treats all members of the CMCC community, be they employees, students, patients or visitors including people with disabilities in a manner that promotes independence, dignity, integration and equality.

CMCC will comply with the standards and regulations under the Accessibility for Ontarians with Disabilities Act, 2005 as required - both the Customer Service Standard Regulation (429/07) and the Integrated Accessibility Standards Regulation (19.1/11).

CMCC is dedicated to ensuring accessibility in services, facilities and products and to fostering a climate of understanding and mutual respect for all persons.

Significant Academic Dates

August 2018

| | | |
|----|---------|---|
| 6 | Monday | Civic Holiday – CMCC closed |
| 7 | Tuesday | Graduate Studies Residency Programs, classes begin |
| 20 | Monday | Undergraduate Program, classes begin, Years I – III |

September 2018

| | | |
|---|--------|--------------------------|
| 3 | Monday | Labour Day – CMCC closed |
|---|--------|--------------------------|

October 2018

| | | |
|---------|-----------------|----------------------------|
| 8 | Monday | Thanksgiving – CMCC closed |
| 15 – 26 | Monday – Friday | Exam period, Years I – III |

November 2018

| | | |
|----|----------|--|
| 15 | Thursday | Deadline for application to DC Program (General Entry and Transfer) for 2019–20 Deadline for application to Graduate Studies Residency Programs for 2019–20 |
| 29 | Thursday | Undergraduate Awards Ceremony |
| 30 | Friday | Deadline for withdrawal without penalty, Year IV Deadline for withdrawal, Graduate Studies Residency Programs, all years |

December 2018

| | | |
|---------|-------------------|--|
| 17 | Monday | Holiday break begins, Years I – III |
| 24 | Monday | CMCC holidays – CMCC administrative offices closed Clinic and Library – holiday hours |
| 25 | Tuesday | Christmas Day – CMCC closed |
| 26 | Wednesday | Boxing Day – CMCC closed |
| 27 – 28 | Thursday – Friday | CMCC holidays – CMCC administrative offices closed Clinic and Library – holiday hours |
| 31 | Monday | |

January 2019

| | | |
|--------|-----------------|--|
| 1 | Tuesday | New Year's Day – CMCC closed |
| 2 | Wednesday | Classes resume, Years I – III |
| 7 – 18 | Monday – Friday | Exam period, Years I – III |
| 31 | Thursday | Deadline for application to DC Program (Academic Pathway Programs) |

February 2019

| | | |
|----|-----------|--|
| 13 | Wednesday | Practice Opportunity '19 |
| 15 | Friday | Deadline for withdrawal without penalty, Years I – III |
| 18 | Monday | Family Day – CMCC closed |

March 2019

| | | |
|--------|-----------------|------------------------------------|
| 4 – 15 | Monday – Friday | Exam period, Years I – III |
| 18 | Monday | Spring break begins, Years I – III |
| 25 | Monday | Classes resume, Years I – III |

April 2019

| | | |
|------------|-----------------|----------------------------|
| 19 | Friday | Good Friday – CMCC closed |
| 22 | Monday | CMCC holiday – CMCC closed |
| 29 – May 3 | Monday – Friday | Exam period, Year III |

May 2019

| | | |
|---------|-----------------|--|
| 03 | Friday | Board of Governors Celebration for the Class of 2019 |
| 13 – 24 | Monday – Friday | Exam period, Years I – II |
| 18 | Saturday | Internship year ends, Class of 2019 |
| 20 | Monday | Victoria Day – CMCC closed |
| 21 | Tuesday | Internship year begins, Class of 2020 |
| 24 | Friday | Undergraduate Program ends, Years I – II |

June 2019

| | | |
|----|----------|------------------------------|
| 20 | Thursday | 74 th Convocation |
| 28 | Friday | CMCC holiday – CMCC closed |

July 2019

| | | |
|---|--------|--------------------------|
| 1 | Monday | Canada Day - CMCC closed |
|---|--------|--------------------------|

Services

Student Services

Telephone: 416 482 2340 ext. 147 Fax: 416 646 1114 Email: studentserv@cmcc.ca

Students come to CMCC with high aspirations and enthusiasm. The Division of Student Services is dedicated to providing resources and support to help students realize their goals and have a positive student experience. Whether it is advising on personal or academic issues, financial aid, information regarding the general functioning of CMCC, or just the need for a smile and a friendly ear, Student Services welcomes students in a professional and caring manner, and strives to foster trust, accountability and collegiality between the administration and the student body.

Academic Advising

Student Services provides academic advising, clarifies policies, regulations and procedures, and handles formal student appeals. Student Services works closely with the Directors of Education to monitor student progress and identify opportunities to be of assistance.

Financial Aid and Student Awards Advising

The Student Financial Aid and Awards Advisor assists students with their loan, scholarship and award applications and organizes sessions to assist students in financial planning.

CMCC offers over \$135,000 in awards, scholarships and bursaries each year. Awards are listed at cmcc.ca/awards.

Student Success Counselling

The Student Success Counsellor provides confidential individual and small group counselling, coaching and advising to students related to academic, personal and mental health concerns. Students have the opportunity to participate in programs that focus on learning skills and strategies, in addition to addressing personal concerns. The Student Success Counsellor also provides individualized support to students who are in academic difficulty, and to students in need of academic accommodations.

Accommodations for Students with Disabilities

Students with documented disabilities can work with Student Services to develop a plan for accommodation to minimize barriers to their academic success.

Peer Tutoring

Student Services arranges for peer tutors to help students with assignments or to prepare for assessments.

Student Academic Services

Students can get help with the following: registration and enrolment, transcripts and grade reports, duplicate diplomas, certification of official documents, confirmation of enrolment and missed examination documentation.

Reflection and Meditation

Students can access the Reflection and Meditation Room where they can engage in individual reflection, meditation or prayer while on campus. The Reflection and Meditation Room is located in the Health Sciences Library and is open during the Library's hours of operation.

Housing

CMCC has no student residences. Student Services partners with Places4Students.com, an off campus housing service that specializes in providing students, schools and landlords with rental listing services. Students are advised to begin their search for accommodations in June. Please note that CMCC assumes no liability, makes no representations, and cannot be held liable with respect to any arrangements entered into, or agreed upon, between students and landlords.

Parking

Student parking is administered through Student Services. Limited parking is available. Parking applications are emailed to all CMCC students during the summer.

Health Services

Telephone: 416 482 2340 ext. 113 Fax: 416 646 1115 Email: clinic@cmcc.ca

Chiropractic Services

CMCC clinics offer chiropractic services to the public, students, faculty and staff. The clinics also offer a valuable service to field practitioners, who may refer their patients for consultation, examination, imaging and care. Shockwave therapy and orthotic services are also available.

Complementary and Alternative Medicine

CMCC offers the services of a registered massage therapist and an acupuncture provider at the Campus Clinic.

Rehabilitation Services

CMCC's Campus Clinic offers services to patients who have experienced workplace, motor vehicle and sports related injuries, and helps them return to activities of normal living.

Diagnostic Imaging Services

CMCC offers professional high quality diagnostic imaging services for Doctors of Chiropractic in the Greater Toronto Area. Interpretations are available from a Fellow of the College of Chiropractic Radiologists (Canada) Inc. who is also a Diplomate of the American Chiropractic Board of Radiology.

Information Technology

Helpdesk: Room 329A Telephone: 416 482 2340 ext. 269 Email: helpdesk@cmcc.ca
Hours: Monday to Friday 7:30am to 5:00pm

CMCC's Division of Information Technology (IT) serves as a technology partner offering support, advice and assistance to ensure a positive experience for students. IT manages the computing environment including iPads and personal computers, wireless (WiFi) networks, Office 365 (including e-mail accounts), printing / copying services and technical issues related to our Learning Management System (KIRO).

Students can visit the Helpdesk office for in-person assistance during posted hours. E-mail requests can be submitted to helpdesk@cmcc.ca at any time. A ticketing system is used to manage and submit requests at helpdesk.cmcc.ca. All requests will be promptly addressed during the hours of operation.

Supply Centre and Bookstore

Telephone: 416 482 1532 or 1 800 268 8940 Fax: 416 482 9745
Email: bookstore@cmcc.ca Website: store.cmcc.ca

Ancillary to its academic program, CMCC operates a Supply Centre and Bookstore serving students, alumni, chiropractors, members of other health care professions and the general public. Revenues generated by the Supply Centre and Bookstore are reinvested directly into the growth and development of the chiropractic profession, through the support of education and research programs within CMCC.

The Supply Centre and Bookstore offers an extensive product line that includes professional and educational textbooks and manuals, treatment tables, anatomical models and other educational materials, in addition to a broad range of chiropractic supplies and rehabilitation products, such as pillows, nutritional supplements, vitamins and more, all offered at competitive pricing.

CMCC's Supply Centre and Bookstore is one of the largest distributors of chiropractic educational and professional health care supplies across Canada.

Alumni Relations

Telephone: 416 482 2340 or 1 800 669 2959 ext. 146 Fax: 416 482 3629

Email: alumni@cmcc.ca Website: cmcc.ca/membership

CMCC's Division of Alumni Relations seeks to foster a lifelong, mutually beneficial relationship with students during their time at CMCC and following graduation, and with its members, some of whom are alumni from other chiropractic programs.

This commitment to students includes the facilitation of practice opportunities to ensure they find suitable employment following graduation. To this end, students have access to an online database of professional practice opportunities as well as the annual Practice Opportunity event where they can meet service providers to the profession and chiropractors who are selling their practice or looking to hire associates or current students.

The Division of Development, in association with Alumni Relations, facilitates the introduction of chiropractors to the graduating class with regard to practices for sale, associateships, locums, and other practice opportunities.

Students can become actively involved in CMCC's signature events such as the Backs in Motion 10km Run and 5km Run/Walk and the BackSwing Golf Tournament. These events represent excellent opportunities to network with chiropractors.

Following graduation, CMCC alumni receive a complimentary membership for their first year in practice, and can access a comprehensive membership benefits program which offers significant savings on products and services for their day-to-day practice. Savings can offset and sometimes exceed the cost of a membership. Revenues generated through the program help support CMCC's operational costs as well as helping to offset tuition fees.

Other relationship initiatives include a CMCC magazine, annual Homecoming celebrations, provincial and international receptions, and events designed to raise awareness about CMCC and the chiropractic profession.

CMCC is proud to serve and support its members and alumni.

Continuing Education

Telephone: 416 482 2340 ext.191 Fax: 416 482 1696

Email: ce@cmcc.ca Website: ce.cmcc.ca

The Division of Continuing Education (CE) develops and delivers a broad range of continuing education programs for chiropractors and other licensed health care practitioners. These programs range from live practical sessions held at CMCC and other locations across North America to online learning. The subjects are varied and developed in response to the professional needs of practitioners and their patients.

CE offers an online ecommerce catalogue for all CE courses at CEconnect, which also supports all points of the learning cycle from finding courses, self-registration, delivery of online programs and webinars, as well as download access to notes and other resources for classroom based programs. In addition, quiz scores, completion status and earned certificates are documented for each course and available to each course participant via their personal online self-serve transcript.

Seminar Planning Services

Individuals or groups who wish to collaborate with CE to organize continuing education courses in their geographical vicinity are encouraged to contact the Director of Continuing Education to discuss the requirements and possible logistics for delivery of the programs.

Courses for Undergraduate Students

CE's primary mandate is to support the lifelong learning of graduate chiropractors. However, in cooperation with CMCC's Students' Council, the Division of Continuing Education occasionally offers courses specifically for chiropractic students, ancillary to the degree program.

Admission and Scholastic Regulations

Prerequisite qualifications vary depending on the program but in all cases are clearly set out in the initial program announcements and are checked at the time of registration. Certificates of attendance or completion for continuing education programs are issued only after full compliance with all requirements for attendance, examinations and tuition. Fees vary according to program type and duration.

It is the attendee's responsibility to enquire of the regulatory body for their jurisdiction and ensure its acceptance of continuing education hours earned as recognised credits.

Course and Contact Information

For full descriptions of current and future programs, dates, locations and registration information, contact CE at 416 482 2340 ext. 191, ce@cmcc.ca, or visit the online catalogue, CEconnect at ce.cmcc.ca.

CE operates a help desk to support registrants as required at all stages of the learning process for all courses. It may be reached via email at cesupport@cmcc.ca or by telephone at 416 482 2340 ext. 191 during weekday business hours Eastern Time.

Featured Educational Programs

CE offers three categories of educational programs: In Class Seminars, Certificate Programs and Online Learning.

In Class Seminars

In cooperation with chiropractic associations across Canada, CE develops and stages courses that pertain to individual provincial regulatory board requirements.

CMCC Symposium: Conference on Advancements in Chiropractic

The conference, held every two years, is based on a current and relevant theme and provides the chiropractic and health professional community with leading research presentations from top international clinical and basic science researchers. Attracting health professional delegates from all regions of Canada as well as internationally, this conference challenges the diagnostic and management skills of all chiropractors through an interactive format typically presided over by a panel of distinguished clinical professionals and scientists.

Homecoming

CE provides the educational component of CMCC's annual Homecoming through sessions focusing on relevant issues facing practising chiropractors.

Certificate Programs

CMCC offers an extensive series of multi-session programs, completed in progressive levels, which lead to advanced knowledge and training. Successful completion of these programs enables the health professional to receive certification in these areas. The roster of continuing education certificate programs changes from year to year in order to remain current with evidence based best practices and to meet demand from the health professional community.

Select individual weekend sessions are available to other professionals with relevant training or experience. Applications will be assessed on an individual basis.

Online Learning

Online education programs allow chiropractors and other health professionals to enhance their clinical knowledge while accumulating continuing education credit hours. CMCC offers a variety of online programs which may meet the CE requirements of Canadian provinces and many US states that recognise online distance learning. Registrants should always verify their individual CE requirements with regulators.

Designed to assist practitioners who wish to enhance their skills from the comfort of their home or office, these interactive programs can be accessed through CEconnect.

Over 20 titles are currently available online on subjects ranging from the history of chiropractic to diagnosis, rehabilitation, diagnostic imaging, business management, archived conference presentations and more. CE is committed to expanding the online catalogue of courses. New titles are in production and scheduled to be released at various points throughout the year.

The best way to be current with the roster of available CMCC online learning opportunities is to visit the CMCC website and browse the online Continuing Education catalogue at ce.cmcc.ca.

Academic Facilities

Clinical Facilities

Telephone: 416 482 2546 Fax: 416 646 1115

Website: cmcc.ca/clinics

CMCC operates teaching clinics throughout the Greater Toronto Area. CMCC interns provide patient centred care within an evidence based model, under the supervision of chiropractors registered in Ontario.

CMCC Teaching Clinics

Bronte Harbour Chiropractic Clinic

Located in Oakville in a residential neighbourhood, CMCC's Bronte Harbour Chiropractic Clinic is located close to high density housing and seniors' residences. It provides access to a diverse patient population similar to many suburban locations. Shockwave and other therapeutic modalities are available at this clinic.

Campus Clinic

CMCC's largest clinic is located on CMCC's campus at 6100 Leslie Street. It provides chiropractic care to the public. In addition to treatment rooms with therapeutic modalities, including shockwave, the Campus Clinic has a rehabilitation clinic, diagnostic imaging services, an on-site Registered Massage Therapist, and an acupuncture provider.

Interprofessional Collaborative Teaching Clinics

Anishnawbe Health Toronto

The CMCC clinic at Anishnawbe Health Toronto addresses the health concerns of the indigenous population living in downtown Toronto. The aboriginal health care model is

based on a fundamental philosophic principle: that a person's life is comprised of four critical dimensions – physical, mental, emotional and spiritual. Interns at Anishnawbe practice in a multidisciplinary environment, working with traditional native healers, physicians, nurses and other allied health professionals.

Aptus Treatment Centres

At the Aptus Treatment Centres, CMCC interns work alongside psychologists, social workers, occupational therapists, expressive art therapists, and music therapists. Interns assess and treat musculoskeletal ailments in specialized populations of adults and children with complex disabilities as well as those with a dual diagnosis (developmental disability and a mental health disorder).

Sunnybrook Health Sciences Centre St. John's Rehab

Interns at CMCC's clinic at St. John's Rehab provide chiropractic care to patients and staff at the North York (or Cummer Avenue) site as well as to patients from the surrounding community. Interns work alongside physicians, physiotherapists and other allied health care partners while delivering evidence based patient care, and also participate in St. John's community fundraising events as well as educational and informational health professional rounds and meetings.

St. Michael's Hospital

CMCC's chiropractic clinic at St. Michael's Hospital is housed within the Department of Family and Community Medicine's Academic Family Health Team located in the downtown core of Toronto. Interns work alongside health care professionals such as physicians, nurses, psychologists and other allied health providers. Interns not only provide patient care, but are also involved in many different learning and educational experiences such as collaborative team meetings and interprofessional rounds.

Sherbourne Health Centre

CMCC's chiropractic clinic at the Sherbourne Health Centre is located within the downtown core. A wide range of patient types are seen at the clinic, including patients who are underserved by conventional healthcare such as members of the LGBTQ community, homeless and under housed people, and newcomers to Canada. Interns collaborate with other health care providers and allied health professionals to ensure patients receive optimal care. Interns also participate in community events or educational sessions with patient groups.

South Riverdale Community Health Centre

Interns at CMCC's chiropractic clinic at the South Riverdale Community Health Centre interact with the family practice physicians and nurse practitioners as well as other allied health providers in order to ensure optimal patient care for patients experiencing difficulty accessing conventional medical, social and community services. Due to the diverse cultural background in the immediate neighbourhood, CMCC endeavours to place interns at this clinic who meet the necessary language and communication needs.

Teaching Laboratories

Biochemistry, Microbiology, Laboratory Diagnosis Laboratories

In these laboratories, equipment includes:

1. diagnostic test kits utilized in biochemistry laboratory exercises
2. facilities for the isolation and identification of microorganisms by means of culturing, preparing slides, staining, microscopy and serology
3. phlebotomy equipment supplies and prosthetic arms
4. diagnostic kits for chemical laboratory testing
5. a wide variety of charts and special guides to facilitate teaching and learning

Diagnostic Imaging Laboratories

The diagnostic imaging interpretation laboratories are equipped with SMART Boards® technology and traditional view boxes for students to use with CMCC's extensive collection of teaching files for image interpretation. These files include a wide selection of normal and abnormal radiographs and advanced imaging cases that are available for student self study. Files are also available online.

Two radiographic suites are set up for students to practice radiographic positioning in a realistic environment. The Campus Clinic houses diagnostic imaging suites where interns take X-rays as part of patient care. Two phantoms (PIXY) allow students to perform an unlimited number of radiographic exposures to perfect their technique.

Histology and Pathology Laboratory

This facility is equipped with laboratory benches, microscopes, virtual microscopy tools, digital microscopic projection and video monitors. Various sets of specially produced histological slides are provided for each field of study.

Human Gross Anatomy Laboratory

CMCC, through its Department of Anatomy, requires its students to complete dissection as part of its Human Gross Anatomy courses and is one of only 10 educational institutions designated as a school of anatomy under the authority of the Anatomy Act of the Province of Ontario.

Fully articulated skeletons, view boxes and a number of gross anatomy and neuroanatomy prosections are available for student review. To enhance student learning, audio video equipment allows students to view instrumentation, dissection procedure techniques, and the topography of musculoskeletal and neurovascular structures.

CMCC has acquired an Anatomage® virtual dissection table to enhance the teaching and learning of anatomy, histology, and diagnostic imaging.

The John W. A. Duckworth Memorial Museum

The John W. A. Duckworth Memorial Museum of Anatomy was established in 1995 in honour of Dr. John Duckworth, a former Professor of Anatomy at CMCC and the University of Toronto. The museum collection, which is continually growing, is comprised of unique specimens, many of which are dissections prepared by Dr. Duckworth himself. CMCC students, faculty and other health care professionals use the museum to enhance their studies and research.

Psychomotor Skills and Clinical Diagnosis Laboratories

These laboratories are equipped with chiropractic adjusting tables, Force Sensing Table Technology (FSTT®) stations, posture measurement equipment, fully articulated skeletons, and audio visual equipment.

Simulation Laboratories

CMCC provides students with learning laboratories for diagnostic and clinical skills development and assessment.

The Manikin Based Simulation Laboratory, with its highly sophisticated computerized manikins, allows students to experience a wide variety of rare and/or serious conditions which may be seen in a chiropractor's office. CMCC was the first independent chiropractic program to implement this technology fully into its curriculum.

The Force Sensing Table Laboratory provides students with quantitative feedback on spinal manipulative psychomotor skills through the use of force sensing tables that are capable of assessing several biomechanical parameters of manual therapy.

Research Laboratories

Human Performance Laboratory

The Human Performance Laboratory is equipped to collect biomechanical data from human participants performing a range of tasks from activities of daily living to high level athletics. Kinematic data can be obtained using optoelectronic or electromagnetic motion capture systems. Ground reaction kinetics are measured by three tri-axial force plates. A collection of tri-axial and uni-axial load cells can be incorporated to experimental setups to measure external forces from sources other than the ground. The laboratory has the capability of simultaneously recording surface electromyographic (SEMG) data from up to 16 muscles. Kinetic and SEMG data can be synchronously collected with kinematic data. An uni-axial servomotor and linear actuator can be used to apply custom programmed force profiles as part of an experiment. The laboratory is also equipped with an ultrasound system for imaging and measuring tissue morphology. Data collected in the lab is processed and analysed using state of the art software. Custom experimental equipment or prototype devices are manufactured onsite in a mechanical workshop that is equipped with tools, construction materials, and a 3D printer.

Life Sciences Laboratories

CMCC's Life Sciences Laboratories consist of the cell biology/immunology laboratory and the neurophysiology laboratory. The cell biology/immunology laboratory is equipped to perform investigations of cellular and sub-cellular phenomena in cultured cell lines and in tissues harvested in human and animal investigations. Technologies on hand include Elisa, Western Blot and Real-Time PCR. CMCC has recently strengthened its histology capabilities to include immunohistological techniques. The neurophysiology laboratory is equipped for both small animal and human investigations, with capabilities to monitor in vivo neural responses to musculoskeletal stimulation. In addition, the laboratory houses equipment to monitor physiological responses in humans via EKG, EMG, respiratory movement, skin blood flow and, via microneurography, peripheral neural activity. Preliminary findings from the neurophysiology laboratory have been used to inform the design and interpretation of clinical studies of neuropathic pain.

CMCC Health Sciences Library

Telephone: 416 482 2340 ext. 158 Fax: 416 482 4816

Email: librarian@cmcc.ca Website: cmcc.ca/library

The CMCC Health Sciences Library is the largest English language chiropractic library in Canada. It houses extensive collections of books, journals, audiovisual and reference materials and is comprised of a large open reading room, a silent study area, a computer laboratory, several multimedia and group study rooms, a reflection room and the archives. In addition, the Library hosts electronic access to a wide array of online information resources for students, faculty, staff and CMCC members, and Kurzweil, assistive learning technologies and literacy software.

The Library is a cornerstone for creating and maintaining an intellectual environment in support of educating chiropractors, fostering scientific investigation and research, and providing continuing education. The Discovery Service provides an online research tool that aggregates almost all of the Library resources, including books, e-books and journal articles, and provides access to many external resources that can be explored using a single search box.

The CMCC Archives hold a wealth of information relevant to the history and development of both CMCC and the chiropractic profession throughout Canada and North America.

CMCC is a member of the Health Science Information Consortium of Toronto (HSICT), a collaboration of libraries and information centres in teaching institutions, community hospitals, public health units and other health care institutions across the Greater Toronto Area.

Students' Council

Telephone: 416 482 2340 ext. 162 Email: sc@cmcc.ca

Website: www.cmccstudentscouncil.com

The Canadian Memorial Chiropractic College Students' Council (SC) is a corporation established in Ontario by Letters Patent without share capital. Students' Council represents the CMCC undergraduate student body by acting as a liaison among students, administration and faculty. The SC appoints elected student representatives to participate on various CMCC committees in order to represent the students' perspective and best interests. SC coordinates numerous social and athletic programs as well as various student club events, which engage students in a wide variety of interests.

Elected annually in April by the student body, the SC includes the following positions: President; Vice President, Student Life; Vice President, Academic; Treasurer; Secretary; Social Director; Publicity Director; two Yearbook Editors; two Athletic Directors; and two class representatives from each year of study.

All students in good academic standing at CMCC are eligible to run for office; however, certain executive positions require previous Students' Council involvement. Becoming a member of the SC is an excellent way to develop and demonstrate leadership, and organisational and team building skills, which allow students to take an active role in their education as well as within the student chiropractic community.

The SC engages students in the greater community in many ways, such as arranging food and clothing drives for local shelters, and organizing various fundraisers for community organizations.

The SC works very closely with members of CMCC's Executive Leadership Team. This relationship fosters an undeniable collaborative spirit that continues to solidify CMCC's reputation as one of the premier chiropractic institutions in the world.

Undergraduate Education Program

Telephone: 416 482 2340 ext. 135 Fax: 416 488 0470 Email: undergrad@cmcc.ca
Telephone: 416 482 2546 ext. 113 Fax: 416 646 1115 Email: clinic@cmcc.ca

Vice President, Academic

Christine Bradaric-Baus, BSc (Hons), PhD

Dean, Clinics

Anthony Tibbles, BSc(Hons), DC, FCCS(C)

In 2005, the Canadian Memorial Chiropractic College received Ministerial consent to confer a Doctor of Chiropractic degree to graduates of its Undergraduate Program.

The CMCC program is a comprehensive, integrative curriculum, aligned with CMCC's Model of Care and designed to ensure CMCC's Critical Performance Outcome and reflect CMCC's Graduate Competencies.

CMCC Model of Care Statement

Chiropractic a primary contact health care profession with expert knowledge in spinal and musculoskeletal health, emphasizing differential diagnosis, patient centered care, and research.

Critical Performance Outcome

Graduates of the CMCC Doctor of Chiropractic program are primary contact health care professionals with expert knowledge in spinal and musculoskeletal health emphasizing differential diagnosis, patient centered care, and research.

Graduate Competencies

The Canadian Memorial Chiropractic College has adopted CanMEDS¹ educational framework for a competency-based education for its Doctor of Chiropractic Program.

Competency in health professional education is defined as a demonstrable ability of a health professional that develops through stages of expertise from novice to clinician. CMCC's graduate competency framework describes seven roles that will be satisfied through several key competencies. Each of the enabling competencies acts as a potential pathway to ensure that the key competencies are achieved.

¹ Adapted from the CanMEDS Physician Competency Framework with permission of the Royal College of Physicians and Surgeons of Canada. Copyright © 2015

Expert in Spinal and Musculoskeletal Health

Definition:

As experts in spinal and musculoskeletal health chiropractors develop, evolve, integrate, and apply evidence based clinical knowledge, skills and attitudes consistent with chiropractic scope of practice.

| Key Competencies | Enabling Competencies |
|--|--|
| <p>Chiropractors are able to:</p> | |
| <p>1. Formulate differential diagnoses that account for the cause of a patient's complaint(s) and/or abnormal finding(s).</p> | <p>1.1 Obtain a relevant, comprehensive patient history utilizing knowledge of the basic and clinical sciences.</p> <p>1.2 Conduct a skilled and relevant physical examination, with particular emphasis on the musculoskeletal system, while considering patient safety and clinical urgency.</p> <p>1.3 Request and/or refer for specialized testing procedures, such as diagnostic imaging and clinical laboratory tests, as indicated by the clinical status of the patient.</p> <p>1.4 Interpret relevant specialized testing procedures, such as diagnostic imaging and clinical laboratory tests, as indicated by the clinical status of the patient.</p> |
| <p>2. Develop and deliver an evidence-based patient-centered plan of management.</p> | <p>2.1 Respond reasonably to identified clinical findings suggesting:</p> <ul style="list-style-type: none"> 2.1.1 Direct management 2.1.2 Collaboration 2.1.3 Referral 2.1.4 Emergency Care <p>2.2 Recognize and respond to prognostic factors.</p> <p>2.3 Obtain informed consent from the patient or their substitute decision maker.</p> |

Key Competencies

Enabling Competencies

Chiropractors are able to:

- | | |
|---|---|
| <p>3. Demonstrate the proficient use of therapeutic interventions.</p> | <p>3.1 Perform manual (adjustive/manipulative mobilization and soft tissue) therapeutic procedures for patient care with modification of treatment parameters to accommodate the particular needs of the patient.</p> <p>3.2 Perform interventions other than manual therapeutic interventions within the scope of chiropractic practice.</p> |
|---|---|

Communicator

Definition:

As communicators, chiropractors listen, ask, interact, and respond to questions, to determine the patient's needs, values, and preferences.

Key Competencies

Enabling Competencies

Chiropractors are able to:

- | | |
|--|--|
| <p>1. Communicate in a collaborative, responsive, and responsible manner that is meaningful to the recipient.</p> | <p>1.1 Establish rapport and trust with patients and/or other stakeholders, colleagues, and other professionals, in compliance with privacy and other relevant legislation.</p> <p>1.2 Communicate with external stakeholders and the public in a professional manner.</p> |
| <p>2. Document, maintain, and share written and electronic information about the patient encounter.</p> | <p>2.1 Optimize clinical decision-making, patient safety, confidentiality and privacy.</p> |
| <p>3. Obtain appropriate informed consent from the patient or their substitute decision maker.</p> | <p>3.1 Present the report of findings.</p> |

Collaborator

Definition:

As collaborators, chiropractors understand the scope of practice of other health care professionals and use this to develop relationships based on trust, respect, and shared decision making.

| Key Competencies | Enabling Competencies |
|--|--|
| Chiropractors are able to: | |
| 1. Employ knowledge of the chiropractic scope of practice and of other health care professions to promote patient/family and public health goals. | 1.1 Promote partnerships with other healthcare professionals in support of the well-being of individual patients. |
| 2. Collaborate on an inter- and intra-professional basis for patient referral and/or co-management, as necessary. | 2.1 Make appropriate referrals to other health care professionals for the purpose of requesting diagnostic tests and/or therapeutic care. |

Health Advocate

Definition:

As health advocates, chiropractors contribute their expertise and influence as they work with patients and other stakeholders, or communities to maintain and/or improve health.

| Key Competencies | Enabling Competencies |
|--|---|
| Chiropractors are able to: | |
| 1. Advocate for health, health promotion, safety, disease prevention, and quality of life for individual patients, and communities. | 1.1 Provide advice and patient education for health advocacy subject to scope of practice. |
| | 1.2 Support the mobilization of resources to effect change. |

Scholar

Definition:

As scholars, chiropractors demonstrate a commitment to lifelong learning, the teaching of others, evaluating evidence and/or contributing to scholarship.

Key Competencies

Enabling Competencies

Chiropractors are able to:

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Utilize evidence-based knowledge to promote effective patient-centered care. | <ol style="list-style-type: none"> 1.1 Proficient in knowledge acquisition. 1.2 Practice critical appraisal, application, translation and/or creation of health care knowledge and practice. 1.3 Apply principles of knowledge translation (KT) in inter- and intra-professional collaboration, patient education, and care. |
|--|--|

Professional

Definition:

As professionals, chiropractors are committed to the health and well-being of individual patients and society through ethical practice, high personal standards of behaviour, accountability to the profession and society, and adherence to regulations.

Key Competencies

Enabling Competencies

Chiropractors are able to:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Demonstrate sensitivity to cultural and sociodemographic diversity. 2. Demonstrate a commitment to the patient, profession and society through ethical behaviour. 3. Utilize ethical entrepreneurial skills to develop a chiropractic career. | <ol style="list-style-type: none"> 1.1 Provide safe, respectful and inclusive patient care. 1.2 Operate in a harassment free and non-discriminatory manner. 2.1 Practice ethically. 2.2 Adhere to the regulations, standards of practice, guidelines, and policy of the jurisdiction in which they are practicing. 3.1 Model ethical and legal business practices and policy. |
|---|---|

Key Competencies**Enabling Competencies**

Chiropractors are able to:

- | | |
|---|---|
| <p>4. Demonstrate knowledge and recognition of the scope of the roles and responsibilities of other health professions.</p> <p>5. Engage in self-reflection to facilitate continuous improvement.</p> | <p>4.1 Participate effectively in inter- and intra-professional activities in a respectful manner.</p> <p>5.1 Demonstrate continuous improvement in the delivery of patient care, by practicing self-awareness.</p> <p>5.2 Incorporate ethical behaviour into all interactions with individuals, organizations and communities.</p> <p>5.3 Work effectively and respectfully as a member of an inter-professional team.</p> |
|---|---|

Leader

Definition:

As leaders, chiropractors engage with others to contribute to a vision of a high-quality health care system and take responsibility for the delivery of excellent patient care through their activities.

Key Competencies**Enabling Competencies**

Chiropractors are able to:

- | | |
|--|---|
| <p>1. Improve health care delivery.</p> <p>2. Develop a career plan.</p> | <p>1.1 Participate in inter- and intra-professional activities.</p> <p>1.2 Utilize evidence-based knowledge to optimize outcomes.</p> <p>1.3 Allocate health care resources for optimal patient care.</p> <p>2.1 Employ psychosocial and entrepreneurial skills and concepts.</p> <p>2.2 Balance professional and personal priorities.</p> |
|--|---|

Program Presentation and Assessment

The program spans four years of comprehensive and rigorous education leading to a Doctor of Chiropractic degree. Taught in a series of four modules per academic year, courses are layered over single or multiple modules to facilitate the essential integration of knowledge, skill and practice.

The program combines lectures and laboratories, Small Group sessions, Team Based Learning (TBL), Directed Independent Learning (DIL), and Clinical Education courses that integrate learning across courses on a weekly basis. Multidisciplinary case based forum presentations known as Grand Rounds help students develop clinical skills through observation and participation in a typical doctor-patient encounter.

CMCC utilizes a learning management system (LMS) to support the web facilitation of content in each course. Web resources and technologies are used to complement face to face sessions. In addition, some courses are offered in a hybrid or online format. Hybrid courses blend elearning with face to face delivery. In a hybrid course, substantial parts of the content are delivered online and discussions, team projects and activities are used to augment learning. Online delivery includes courses in which all or almost all of the content is web based with few if any face to face meetings. Delivery methods include multimedia, video conferencing, social networking and the use of learning objects.

Regardless of the delivery format, each course has its own LMS site on which faculty post syllabi, readings, assignments, relevant course activities and other resources. In addition, students can use the LMS Gradebook to track their academic progress over the year.

Students can use computers in the library or their own personal computer, laptop, tablet or web-enabled personal device to access the LMS, which CMCC has branded KIRO. All Year I students are required to have an iPad for use with ExamSoft™ throughout their studies and are expected to have their iPad ready for system testing and implementation during Orientation week.

An orientation to the LMS is provided to all Year I students. Basic technological skills are required to access the LMS, download course materials, and complete learning modules in hybrid and online courses. Familiarity with Microsoft Office software including Word, PowerPoint and Excel is also needed.

As the curriculum may evolve from year to year, Course Outlines will inform students of the assessment criteria and delivery method to be used in a particular course.

The composition of a final grade may include, but is not limited to, examinations, quizzes, tests, laboratory examinations and assignments, problem sets, case write-ups, essays, oral class presentations, take home examinations, participation, TBLs, HPDs (History, Physical and Diagnosis assessment), OSPEs (Objective Structured Practical Examinations), OSCEs (Objective Structured Clinical Examinations), and practical examinations. Students must meet the published requirements in each course to avoid academic penalties.

Undergraduate Admissions

Telephone: 416 482 2344 or 1 800 463 2923 Fax: 416 646 1114

Email: admissions@cmcc.ca Website: cmcc.ca/admissions

CMCC welcomes applications for the Doctor of Chiropractic program through three admission streams: general entry and Academic Pathway admission and undergraduate student transfer. The majority of applicants to CMCC do so through the general admission stream. All applicants must meet the minimum academic standards and admission requirements as detailed below. Students applying for Academic Pathway admission or undergraduate student transfer may be subject to additional minimum standards. More information on admission requirements is available at cmcc.ca/admissions.

Admission Requirements

All Applicants

- The minimum academic requirement for admission is a cumulative grade point average (CGPA) of 2.50 on 4.00 grade point scale from the last three full years (15 full year courses or 90 credit hours) of undergraduate university level study.
- Marks obtained from graduate level study (Master's or Doctoral) are not calculated in the CGPA. Following a successful admission interview, applicants holding Master's or Doctoral degrees at the time of the application deadline will be ranked academically at the 75th percentile of the interview pool, or will be ranked according to their undergraduate CGPA, whichever is higher.
- All academic requirements must be completed no later than May 31 of the year of registration at CMCC.
- Offers of admission will be determined based on an admission score, calculated in a manner that weighs the grade point average at the time of application, interview score and personal statement score.

It is the student's responsibility to inquire with the regulatory body for the jurisdiction in which he/she wishes to practice to ensure that CMCC's admission requirements and academic program meet the licensure and associated eligibility requirements.

English Language Proficiency Requirements

Students for whom English is not a first language will be asked to identify such on their application, and may be required to submit evidence of their proficiency in English by demonstrating:

- sufficient university level course work in English as determined by the Registrar; and/or
- a minimum score of 88 on the internet based Test of English as a Foreign Language (TOEFL); and/or

- a minimum score of 7.0 on the International English Language Test System (IELTS)

For more information about TOEFL, please visit ets.org/toefl (CMCC's institutional code is 8866), and for more information about the IELTS, please visit ielts.org.

Additional Information for All Applicants

Although not mandatory, it is recommended that applicants have completed one full course, with labs, in organic chemistry and biology; one half course in introductory psychology; and at least one and one half courses in humanities and/or social sciences.

Additional Requirements for College to University Transfer and CEGEP Students

- Applicants in a College to University transfer program must demonstrate the completion of one full year of undergraduate study (30 credit hours) at an accredited university prior to entering CMCC. Transcripts from both institutions are required by CMCC.
- Applicants must have successfully completed the Diplôme d'Etudes Collégiales (DEC) at a CEGEP, and at least two full years (10 full year courses or 60 credit hours) of undergraduate university study in Canada.

Additional Requirements for Students Studying in Foreign Universities and International Students

Immigration Requirements

- Foreign nationals are required to hold and present a valid study permit from Citizenship and Immigration Canada (CIC) in order to register at CMCC. CMCC must verify the student's valid study permit and will retain the study permit number and expiry date, subject to institutional requirements as determined by CIC. CMCC will not, under any circumstances, retain or withhold a student's passport, study permit or visa documentation. CMCC's Designated Learning Institution (DLI) number is 019359174402.

More information is available at cmcc.ca/international.

Transcripts and Documentation

- Transcripts from institutions outside of Canada must be evaluated on a course by course basis by World Education Services, Inc. (WES). This is the only agency from which CMCC will accept foreign transcript evaluations.
- Applicants must set up an account with WES, designating CMCC as a recipient. Official copies of transcript evaluations must be forwarded directly by WES to CMCC. For more information, please contact World Education Services, Inc. wes.org/ca.
- Notarized English translations of documents and certified true photocopies of the originals of all documents that are in a language other than English or French must be provided at the time of application.

Health Insurance

- International students who are not residents of Canada must enroll in the personal health insurance plans offered by Students' Council at the time of registration. More information is available at www.ihaveaplan.ca.

Application Process – General Entry

Application Deadline

An application must be completed online at cmcc.ca. The deadline for receipt of applications and all the required documentation for general admission is November 15 at 11:59 p.m. (EST). Due to the nature of the selection process, the deadline applies to all documentation and cannot be extended.

Application Fee

All applications are subject to a non-refundable application fee, payable online by credit card.

Submission of Documentation

The following documentation is required to be received in the Division of Student Services by the published deadline:

- online application
- official academic transcripts received directly from all postsecondary institutions at which the applicant has been registered
- all additional documentation required for international applicants or those studying in a foreign university

Provisos

- Failure by the applicant to comply with the application instructions or to meet the deadline for all documentation will result in cancellation of the application, and forfeiture of the application fee.
- An applicant supplying documentation or information that is found to be falsified, incomplete or misleading at the time of presentation, or subsequently, may be withdrawn from consideration. Any student admitted to the program having submitted incorrect information will be required to withdraw.
- CMCC reserves the right to make changes to admission requirements at any time without notice. Please visit cmcc.ca/admissions for up to date information.

Application Process – Academic Pathways

Students applying for admission from approved pathway programs, do so under the terms and conditions of specific articulation agreements between CMCC and other postsecondary institutions. These agreements are designed to facilitate an accelerated pathway to degree completion. At this time, institutions with which CMCC has entered into articulation agreements include:

- University of Ontario Institute of Technology
- University of Winnipeg

Institutions with which CMCC has articulation agreements set specific standards for admission into degree pathways and options that will position the student to apply for advanced entry admission to CMCC in their second year of undergraduate study. The application to CMCC is submitted by January 31 of the student's second year of undergraduate study. Upon completion of the minimum academic requirements as outlined in the articulation agreement, and upon successful completion of the admission interview (held in June of the student's second year), the applicant may receive advanced entry admission to the Doctor of Chiropractic program. The offer of pathway admission is conditional upon the successful completion of all requirements as prescribed in the articulation agreement by the end of the student's third year of undergraduate study.

After completing third year at their undergraduate institution, pathway students register at CMCC with transfer credit for a specific number of courses in the DC program. After completion of the four year program at CMCC, students may receive transfer credits toward their undergraduate bachelor's degree from their chiropractic studies. More information about CMCC's Academic Pathway programs is available at cmcc.ca/admissions.

Advanced Standing

Applicants holding a first professional degree in health sciences (i.e., MD, DO, DDS, DPM) or a graduate level degree in a related discipline may be considered for Advanced Standing.

Admission Processes

Enrolment is limited. CMCC will select the most qualified candidates for admission. Possession of the minimum requirements does not guarantee admission.

The Admissions Committee, in making its final selection, considers the academic assessment, interview, and personal statement.

Academic Assessment

The academic assessment is based on the last three full years of university level courses (15 full year courses, 90 credits or equivalent) reported at the application deadline.

Applications for admission may be submitted as early as an applicant's third year of full time university level study is in progress. In these cases, the academic assessment is based on having completed two full years (10 full year courses, 60 credits or equivalent) of university level courses. An offer of admission, if made, will be conditional based upon the successful completion of three full years of study before May 31 of the year of registration.

For the purpose of the academic assessment, all qualifying university level courses are converted to a 4.00 grade point scale. No prerequisite courses are required. However, if an applicant has repeated a failed course that was taken within the last three full years of university study, the grades for both the repeated course and the associated failure will be included in the academic assessment.

Admission Interview

Interviews are granted if the applicant meets the required undergraduate cumulative GPA of 2.50 on CMCC's 4.00 scale. The admission interview lasts approximately 30 minutes.

- The interview assesses six competencies that have been identified as being vital for success in chiropractic education. They include: communication, collaboration, management, health advocacy, scholarship and professionalism.
- Qualified candidates are notified of the interview date. Applicants who have not been granted an interview will also be notified.
- The interview fee is due in advance of the interview.
- All interviews are conducted in English using an online video interview platform.

Personal Statement

At the time of interview, candidates will be required to submit a written response that describes their motivation and preparation for postgraduate study in chiropractic.

Notification of Outcome

Applicants to the general entry stream will be notified of their application outcome by mid April.

Some applicants may be given conditional offers of admission pending the successful completion of CMCC's academic admission requirements. All courses must be successfully completed by May 31 of the year of registration, and the applicant's grade point average on all completed courses must be greater than or equal to the grade point average as calculated during the academic assessment.

Unsuccessful applicants who wish to reapply are required to complete a new application and resubmit supporting documentation. Applicants reapplying for admission are required to meet the submission deadline for the next application cycle.

Acceptance of Offer

Applicants receiving an offer of admission must confirm their intention to attend CMCC by submitting:

- a completed Offer Acceptance Form
- a non-refundable acceptance/registration fee

No student can proceed to register until the required confirmation of acceptance/registration fees are paid.

Registration

Students must complete and submit to Student Services, a signed Student Registration Agreement. In addition the following documents must be submitted by the stated deadline:

- First tuition instalment (paid via online banking using Student ID #)
- Acknowledgement of Risk Form
- Continuous Waiver, Release and Indemnity Form
- Standard First Aid and CPR/AED Certificate, Level C
- Student Immunization Form
- Vulnerable Sector Check
- International Student Arrival Form*
- Notice of Collection of Personal Information and Consent Form for International Students*

*International Students only.

Deferred Admissions

Deferred registration for a maximum of one year is granted only under exceptional circumstances. The applicant must direct the request, in writing, to the Registrar within two weeks of the offer of admission.

Deferral may be granted with the following provisions:

- The applicant must submit a letter with supporting documentation outlining the exceptional circumstances for the deferral.
- If the deferral is granted, the applicant must pay a \$500 non-refundable confirmation of acceptance fee made payable to CMCC, in the form of a certified cheque or money order.
- The applicant must notify the Registrar by January 31 of the following year in order to confirm intent to attend CMCC.
- If a deferral is granted, any subsequent changes in the admission requirements must be satisfied by the applicant.

Fees and Financial Information

CMCC Funding Structure

CMCC is a not for profit organization and a registered charity under the Income Tax Act (Canada), which receives no direct government funding. The chiropractic profession continues to support CMCC through members who pay an annual fee, which helps to subsidize the cost of the students' education. Additional sources of funding are actively sought including the generous support of donors. CMCC students are eligible to apply for government financial aid, a process for which assistance is available from the Financial Aid office.

2018-2019 Tuition and Fees

| | Tuition* | Students' Council Fee | Convocation Fee | SCCA + | Student Insurance | Total |
|---------------|----------|-----------------------|-----------------|--------|-------------------|-----------------|
| Canadian | \$24,828 | \$190 | \$75 | + | \$400 | \$25,493 |
| International | \$29,794 | \$190 | \$75 | + | \$977 | \$31,036 |

All fees are subject to change.

* Tax deductible fees that are eligible for the T2202A income tax reporting (calendar year basis).

Students' Council Fee

On behalf of the CMCC Students' Council, CMCC collects \$190 from each student upon registration to fund the cost of Students' Council social events, athletic programs (including the weight room, gym equipment and intramural sports), orientation, CMCC clubs, and participation in other student activities.

+ Student Canadian Chiropractic Association (SCCA)

The Student Canadian Chiropractic Association (SCCA) is committed to ensuring Canadian chiropractic students transition successfully from chiropractic college to practice in Canada by forging a strong relationship with the Canadian Chiropractic Association (CCA) and providing students with information and resources to plan for their transition into practice. The SCCA organizational structure, governance and related policies and fees are currently under review. A fee may be collected by CMCC on behalf of SCCA along with the January 11, 2019 fee installment. Students will be advised of the fee amount and collection information in advance by CMCC and the SCCA.

Student Insurance for Canadian Students

All full-time Canadian students are charged a fee for the Students' Council Health & Dental Plan. The plan provides coverage for 12 months, from September 1 through August 31. If a student is already covered by an equivalent extended health and dental

plan, they may opt out of the Students' Council Health & Dental Plan online, during the Change of Coverage Period. The Plan also provides the option to enrol a spouse and/or dependants at additional cost.

For more information, call 1 877 795 4422 or visit ihaveaplan.ca.

International Student Insurance

International students are required to carry health insurance arranged through CMCC and the Students' Council. This insurance is mandatory unless the student is able to provide evidence of coverage under a Canadian provincial health plan, and an equivalent extended health plan. These plans provide a 12 month coverage for their designated coverage period. More information about student health insurance is available by contacting the Division of Student Services.

2018-2019 Fee Payment Due Dates

| | Canadian Students | International Students | Due Date |
|--------------------------|-------------------|------------------------|------------------|
| Year I | \$16,058 | \$19,714 | June 15, 2018 |
| | \$9,435 | \$11,322 | January 11, 2019 |
| | \$25,493 | \$31,036 | |
| Year II & III | \$16,058 | \$19,714 | August 17, 2018 |
| | \$9,435 | \$11,322 | January 11, 2019 |
| | \$25,493 | \$31,036 | |
| Year IV | \$6,455 | \$7,747 | June 15, 2018 |
| | \$11,341 | \$14,053 | August 17, 2018 |
| | \$7,697 | \$9,236 | January 11, 2019 |
| | \$25,493 | \$31,036 | |

Other Undergraduate Fees and Costs

Admissions

| | |
|---|-------|
| Application (non-refundable) | \$150 |
| Interview (non-refundable) | \$150 |
| Application for transfer (non-refundable) | \$250 |
| Student Registration Fee (non-refundable) | \$500 |

Administrative

| | |
|---------------------------------------|-------|
| Parking Pass (non-refundable) | \$650 |
| Parking Card (refundable upon return) | \$25 |
| Returned cheques (each) | \$45 |
| Wire transfer fee | \$15 |

Examination Fees

| | |
|--|-------|
| Official Re-read | \$50 |
| Deferred Examination | \$75 |
| Supplemental | \$100 |
| Year I and II OSCE: Deferred or Supplemental Examination | \$100 |
| Year III Clinical Examination | \$150 |
| Year IV Clinical Examination: Deferred or Supplemental Examination | \$250 |
| Year IV Clinical Examination Component: Deferred or Supplemental Examination | \$100 |

Other

| | |
|--|---------|
| Leave of Absence Fee | \$500 |
| Transfer Credit Application Fee (per course) | \$50 |
| Transcript | \$15 |
| Duplicate Diploma | \$45 |
| Outreach Abroad (approximately) | \$1,500 |
| Peer Tutoring (per hour) | \$12 |
| Supplies Year I (approximately) ¹ | |
| Diagnostic equipment | \$825 |
| Spinal column model | \$190 |
| Textbooks | \$1,850 |

¹All supplies are available from the CMCC Supply Centre and Bookstore. Contact the Supply Centre at 416 482 1532 or toll free 1 800 268 8940.

Financial Obligations

Students are responsible for paying their CMCC fees by the stated due dates. CMCC cannot be responsible for any loan payments that arrive after the tuition due date. Interest charges related to any delays in the processing and advancing of any student loan proceeds to CMCC are the responsibility of the student.

Late Payment

An interest charge will be applied to all overdue balances and will be calculated and compounded weekly at the rate of 12% per annum at the end of the business day every Friday. The interest rate charged is subject to change without notice.

Students with outstanding balances could be subject to the following sanctions until full payment is made to CMCC: withholding of grades, denial of access to class or clinic treating privileges, denial of examination writing privileges, termination of library services, and/or de-registration.

Students will not receive their final grades or transcripts, will not be promoted to the next year, nor be permitted to graduate until all financial obligations to CMCC have been met.

Provincial and state regulatory boards may be notified of any student who remains indebted to CMCC at the completion of Year IV.

Financial Assistance

Telephone: 416 482 2340 ext. 103 Fax: 416 646 1114

Email: finaid@cmcc.ca Website: cmcc.ca/government-financial-aid

Government Student Loan Programs

The Canada Student Loans Program is the financial assistance program in the form of loans and grants administered by the federal government and participating provinces and territories to assist eligible students to supplement the cost of postsecondary education. Please note that applicants must apply for a provincial or territorial student loan through their province of residence and must meet all eligibility and residency requirements. Further details are available on provincial student loan websites. Students are advised to apply early for government student loans, as it can take up to 12 weeks to process following receipt of the application. For further information, contact the appropriate Provincial Student Loans Office or the Student Financial Aid and Awards Advisor in CMCC's Division of Student Services. For your convenience, the addresses and contact numbers for Provincial Student Loan Offices and more information on applications are available on the CMCC website, cmcc.ca/financialaid, in the financial aid office, or through the Canada Student Loans Program at canlearn.ca.

Students who enrol at CMCC on a study permit who wish to apply for government financial aid must contact the Student Financial Aid and Awards Advisor to determine CMCC's eligibility to administer financial aid from their home country.

Bank Loans

Many major financial institutions have student loan programs available to CMCC students. Bank loans are available to students in all years; however, bank loans and/or lines of credit have yearly and overall maximums of which students should be aware, as these maximums will impact their long term financial budgets for the four year CMCC program.

We encourage all students to contact their bank and/or bank representative for detailed information, such as eligibility requirements, interest rates and applications for professional student lines of credit/loans.

Emergency Loan Fund

An emergency loan fund is maintained by CMCC. The maximum emergency loan available is \$500, which must be repaid within 30 days. Students are required to submit written proof to substantiate the status of the emergency. Emergency loan application forms may be obtained in the Student Services office.

Students' Council Emergency Loan Fund

The Students' Council maintains an emergency loan fund. The maximum emergency loan available is \$500, which must be repaid within 60 days. The Students' Council loan fund is intended to be a means of interim financing for students in an emergency situation. Students in financial need are required to submit written proof to substantiate the status of the emergency. Emergency loan application forms may be obtained in the Student Services office.

Awards, Scholarships and Bursaries

Telephone: 416 482 2340 ext. 103 Fax: 416 646 1114

Email: finaid@cmcc.ca Website: cmcc.ca/awards

The generous financial support of individuals, groups, and organizations provides an extensive breadth and variety of awards available to CMCC students, honouring academic and clinical excellence, as well as the dedicated service of deserving students.

Financial awards are based on varying criteria, as defined for each award. Academic excellence, financial need, essay submissions, character and leadership are among the more common criteria used in determining award eligibility.

The awards categories are as follows:

- Entrance Scholarships
- Undergraduate Awards
- Graduation Awards
- Convocation Awards
- Additional chiropractic awards not exclusive to CMCC students

Information relating to award criteria, amounts, and applications is available at cmcc.ca/awards.

The value of the awards may vary depending on investment yields. Applications will be available online in advance of the respective awards ceremonies.

Undergraduate Degree Program Course Requirements

| Year I | | Hours |
|--------------------|---|------------|
| AN 1102 | Human Histology | 76 |
| AN 1103 | Basic Body Mechanics | 85 |
| AN 1106 | Human Gross Anatomy: Trunk and Lower Limbs | 84 |
| AN 1107 | Human Gross Anatomy: Head, Neck and Upper Limb | 87 |
| CD 1201 | Introductory Diagnosis for Chiropractic Practice I | 24 |
| CD 1302 | Orthopaedics for Chiropractic Practice I | 48 |
| CE 1101 | Chiropractic Clinical Practice | 86 |
| CP 1102 | Foundations of Chiropractic Principles and Practice | 58 |
| CT 1102 | Chiropractic Skills I | 106 |
| CT 1105 | Rehabilitation in Chiropractic Practice I | 14 |
| DI 1101 | Diagnostic Imaging Interpretation for Chiropractic Practice I | 59 |
| DI 1102 | Fundamentals of Radiography | 25 |
| PH 1101 | Biochemistry I, Intermediary Metabolism | 107 |
| RM 1301 | Applied Research and Biometrics | 26 |
| Total Hours | | 885 |

| Year II | | Hours |
|--------------------|--|------------|
| AN 2102 | Human Neuroanatomy | 50 |
| AN 2106 | Human Gross Anatomy: Internal Thorax, Abdomen and Pelvis | 32 |
| CD 2201 | Introductory Diagnosis for Chiropractic Practice II | 43 |
| CD 2302 | Orthopaedics for Chiropractic Practice II | 34 |
| CE 2203 | Integrated Clinical Practice | 109 |
| CP 2203 | Foundations of Spinal Manipulation and Manual Therapies | 51 |
| CT 2204 | Chiropractic Skills II | 120 |
| CT 2206 | Rehabilitation in Chiropractic Practice II | 16 |
| DI 2201 | Diagnostic Imaging Interpretation for Chiropractic Practice II | 48 |
| PA 2203 | Patho-Immunology | 54 |
| PA 2205 | Microbiology and Infectious Diseases | 85 |
| PA 2306 | Toxicopharmacology | 30 |
| PH 2204 | Systems Physiology | 74 |
| PH 2205 | Neuroscience for Chiropractic Practice | 70 |
| PH 2206 | Biochemistry II, Health and Wellness | 62 |
| Total Hours | | 878 |

| Year III | | Hours |
|--------------------|---|------------|
| AN 3203 | Clinical Application of Biomechanics | 40 |
| CD 3303 | Neurodiagnosis for Chiropractic Practice | 44 |
| CD 3305 | Diagnosis and Symptomatology for Chiropractic Practice | 92 |
| CD 3406 | Clinical Psychology | 38 |
| CD 3407 | Emergency Care for Chiropractic Practice | 26 |
| CD 3408 | Chiropractic Practice: Special Populations: Paediatric Patient | 22 |
| CD 3409 | Chiropractic Practice: Special Populations: Female Patient | 29 |
| CD 3410 | Chiropractic Practice: Special Populations: Older Patient | 17 |
| CE 3304 | Integrated Chiropractic Practice | 198 |
| CP 3305 | Integrated Chiropractic Principles and Practice | 44 |
| CT 3306 | Chiropractic Skills III | 110 |
| CT 3307 | Auxiliary Chiropractic Therapy | 14 |
| CT 3308 | Rehabilitation in Chiropractic Practice III | 8 |
| DI 3203 | Diagnostic Imaging Interpretation for Chiropractic Practice III | 40 |
| DI 3301 | Radiological Technology | 45 |
| DI 3302 | Diagnostic Imaging Interpretation for Chiropractic Practice IV | 24 |
| PA 3201 | Systems Pathology | 57 |
| PA 3305 | Clinical Laboratory Diagnosis | 45 |
| PH 3407 | Clinical Nutrition for Chiropractic Practice | 15 |
| Electives | | |
| RMO 3302 | Original Research Project Development and Completion | |
| RMO 3303 | Student Research Apprenticeship | |
| Total Hours | | 908 |

| Year IV | | Hours |
|--------------------|---|-------------|
| CE 4405 | Chiropractic Clinical Practice: Internship | 1365 |
| CE 4407 | Clinical Laboratory Clerkship | 20 |
| CE 4408 | Radiology Laboratory Clerkship | 40 |
| CE 4409 | Clinical X-ray Interpretation and Reporting | 35 |
| DI 4401 | Advanced Diagnostic Imaging | 30 |
| PA 4407 | Public Health | 39 |
| Total Hours | | 1529 |

Academic Departments and Course Descriptions

Department of Anatomy

Chair

M. Kumka, MD, PhD

The Department of Anatomy provides a comprehensive curriculum that explores the functional relationships of the gross, histological, and developmentally related structures of the human body emphasizing the neuromuscular and skeletal systems. The histological and developmental structures of the human body are presented with a focus on the musculoskeletal systems including the spine, peripheral and central nervous, respiratory, cardiovascular, digestive, urinary, and reproductive systems. The biomechanics courses in the department stress functional anatomy. Utilizing a foundation from gross and microscopic anatomy, these courses describe tissue and injury mechanics, as well as the normal motion that occurs at each joint. All of the aforementioned content is used to study the movements in functional activities such as gait, cycling, kicking and throwing so that the student is able to recognise abnormal movements that will lead to pathology. The material covered forms a strong foundation for the clinical courses in the program.

AN 1102 Human Histology

Credits: 4.8

Coordinator: G. Sovak

Total hours: 48 Lecture, 28 Lab

The human microscopic anatomy of cells and tissues is introduced with emphasis on connective, muscle and nerve tissues and their relationship with the human body function in health and disease. The histological and developmental structure of the human body is presented with a focus on the respiratory, cardiovascular, digestive, urinary and reproductive systems. Particular emphasis is placed on the functional relationships between structures, along with the clinical significance of these structures to a practising chiropractor.

AN 1103 Basic Body Mechanics

Credits: 6.5

Coordinator: S. Wang

Total hours: 85 Lecture

Basic biomechanical principles and properties of the spine; the mechanical concepts of basic body mechanics; and advanced topics involving moment calculation are presented, with emphasis on their application to spinal manipulative therapy. The biomechanics of the joints of the upper limb, and cervical and thoracic spine are examined to explain how pathologies develop. Due to the preponderance of low back pain, detailed attention is given to the functional anatomy and pathomechanics of the lumbar spine and the concept of lumbar spine stability. Treatment, rehabilitative exercise and prevention strategies are discussed.

AN 1106 Human Gross Anatomy: Trunk and Lower Limbs

Credits: 4.8

Coordinator: M. Kumka

Total hours: 42 Lecture, 42 Lab

Gross human anatomy is explored, with the focus on the back and lower limb regions. Particular emphasis is placed on the relationships between the structure and function of the neuromuscular and skeletal systems including the spine, from infancy through childhood, puberty, adolescence, adulthood and old age, and the clinical significance of these structures to the practising chiropractor.

AN 1107 Human Gross Anatomy: Head, Neck and Upper Limb

Credits: 4.8

Coordinator: M. Kumka

Total hours: 37 Lecture, 50 Lab

Gross human anatomy is explored, with the focus on the head, neck and upper limb regions. Particular emphasis is placed on the relationships between the structure and function of the neuromuscular and skeletal systems, from infancy through childhood, puberty, adolescence, adulthood and old age, and the clinical significance of these structures to the practising chiropractor.

AN 2102 Human Neuroanatomy

Credits: 3.3

Coordinator: C. Lucaciu

Total hours: 36 Lecture, 14 Lab

The developmental, gross and functional anatomy of the human nervous system is presented with a focus on the brain, brain stem and spinal cord. Particular emphasis is placed on the functional relationships between structures along with the clinical significance of these structures to a practising chiropractor.

AN 2106 Human Gross Anatomy: Internal Thorax, Abdomen and Pelvis

Credits: 1.9

Coordinator: M. Kumka

Total hours: 16 Lecture, 16 Lab

Gross anatomy is explored with a focus on the thorax, abdomen and pelvis. A regional approach is used with emphasis on the functional relationships between structures, in particular the musculoskeletal system and its joints, along with the clinical significance of these structures to a practising chiropractor.

AN 3203 Clinical Application of Biomechanics

Credits: 3.1

Coordinator: K. Ross

Total hours: 40 Lecture

The normal and pathological mechanics of the joints are examined. Ergonomics in the workplace, home and during activities of daily living is explored. The biomechanics of cycling, gait, footwear, foot orthotics, carrying a backpack and the functional activities of throwing and kicking are presented with emphasis on incorrect technique and its relation to pathological conditions.

Department of Clinical Diagnosis**Chair**

TBA

The Department of Clinical Diagnosis demonstrates the importance of clinical diagnosis to the chiropractor as a primary contact health care professional. The importance of the chiropractor's ability to analyze clinical data critically, to develop an accurate diagnosis, and to collaborate with and refer to other health care professionals are emphasized.

CD 1201 Introductory Diagnosis for Chiropractic Practice I

Credits: 1.3

Coordinator: C. Draper

Total hours: 10 Lecture, 14 Lab

History taking and physical examination techniques for the vital signs, head and neck, sinuses, nose and mouth, ear and hearing, eye and vision, skin, hair and nails are introduced. The general principles of clinical diagnosis are explored.

CD 1302 Orthopaedics for Chiropractic Practice I

Credits: 3.1

Coordinator: R. Guerriero

Total Hours: 33 Lecture, 15 Lab

Clinical diagnosis of disorders of the musculoskeletal system, focusing on the cervical, thoracic and lumbar spine and pelvis, including their effects on the nervous system is explored. Emphasis is placed on the importance of history taking and physical examination of the spine (including observation, ranges of motion, orthopaedic tests, neurological examination, soft tissue palpation, joint and bony palpation). Informed consent, contraindications to manipulation and the importance of back education are discussed.

CD 2201 Introductory Diagnosis for Chiropractic Practice II

Credits: 2.3

Coordinator: I. Simonsen

Total hours: 18 Lecture, 25 Lab

History taking skills are developed and physical examination techniques of the neurological, cardiovascular, gastrointestinal, respiratory and genitourinary systems are explored.

CD 2302 Orthopaedics for Chiropractic Practice II

Credits: 2.0

Coordinator: I. Simonsen

Total Hours: 19 Lecture, 15 Lab

The relevant clinical anatomy, pathology, lesions and pathogenesis, diagnostic categories, current diagnostic tests and methods, and treatment strategies for the upper and lower limb and temporo-mandibular joint are reviewed. The response to injury of normal musculoskeletal tissues in the extremities is discussed. Differential diagnosis and management of musculoskeletal pain syndromes, and an understanding of the role of chiropractic diagnostics and therapeutics in a variety of musculoskeletal disorders are developed.

CD 3303 Neurodiagnosis for Chiropractic Practice

Credits: 3.4

Coordinator: S. Zylich

Total hours: 44 Lecture

Common neurological disorders are presented with particular emphasis on conditions frequently seen by chiropractors. The skills required to apply the findings of a neurological examination and correlate clinical neurological findings with other diagnostic data are developed. Emphasis is placed on clinical pattern recognition, aetiology, signs, symptoms and differential diagnosis.

CD 3305 Diagnosis and Symptomatology for Chiropractic Practice

Credits: 6.3

Coordinator: K. Finn

Total hours: 72 Lecture, 20 Lab

An overview of advanced clinical disorders of the body systems is presented. Emphasis is placed on the aetiology, signs and symptoms, differential diagnosis and treatment of disorders of the cardiovascular, genitourinary, respiratory, gastrointestinal, endocrine, skin, ears, eyes, nose and throat, and immune systems that may confront the chiropractic practitioner.

CD 3406 Clinical Psychology

Credits: 2.8

Coordinator: J. Reitav

Total hours: 34 Lecture, 4 Lab

The background necessary to identify and respond to psychological problems effectively is provided. The full spectrum of normal and abnormal behaviours is discussed with a specific focus on the syndromes most commonly seen in chiropractic practice. The use of clinical observation, systematic inquiry and evaluation to develop a plan of management for these conditions within the context of a chiropractic practice is emphasized.

CD 3407 Emergency Care for Chiropractic Practice

Credits: 2.0

Coordinator: A. Miners

Total hours: 26 Lecture

Prerequisite: A current certification in basic first aid and CPR with AED.

The first response diagnosis of emergency situations such as head and spinal injuries, stroke, shock, cardiac arrest, respiratory distress, burns, heat and cold injuries, soft tissue and bone trauma, diabetic emergencies, poisoning and emergency child birth are presented. Emphasis is placed on the assessment of emergency situations, the triaging of injuries and the provision of appropriate first aid in an effort to preserve life, prevent further injury and promote recovery.

CD 3408 Chiropractic Practice: Special Populations: Paediatric Patient

Credits: 1.7

Coordinator: S. Zyllich

Total hours: 22 Lecture

The diagnosis and management of selected conditions affecting infants and preschool children are presented, including disorders of birth, child development, the neuromusculoskeletal system, orthopaedics, infectious diseases and common malignancies. Distinguishing between those conditions that require referral and those that are amenable to chiropractic care is emphasized. Special emphasis is placed on prevention and correction of structural problems.

CD 3409 Chiropractic Practice: Special Populations: Female Patient

Credits: 2.1

Coordinator: A. Azad

Total hours: 23 Lecture, 4 Lab, 2 TBL*

Conditions of the female reproductive system and standard diagnostic gynaecologic procedures are discussed. Emphasis is placed on the differential diagnosis of functional and organic causes of gynaecologic signs and symptoms, and on the treatment of those gynaecological conditions amenable to chiropractic care. Prenatal care, childbirth and postpartum care are discussed with an emphasis on chiropractic management.

CD 3410 Chiropractic Practice: Special Populations: Older Patient

Credits: 1.3

Coordinator: B. Gleberzon

Total hours: 14 Lecture, 3 TBL*

Conditions affecting older persons are introduced including the "i"s of geriatric care (intellectual impairment, immobility, instability, iatrogenic drug reactions, incontinence and social isolation). History taking, diagnostic procedures and therapeutic interventions for chiropractic care of the older patient are presented. The importance of an interdisciplinary approach and healthful lifestyle strategies that culminate in healthy aging are emphasized.

Division of Clinical Education

Dean, Clinics

A. Tibbles, BSc (Hons), DC, FCCS(C)

Directors, Clinical Education and Patient Care

P. Decina, DC, FCCS(C)

C. Jacobs, BFA, DC, FCCS(C), MSc

The Division of Clinical Education provides for the application of academic theory and clinical skills to patient care.

CE 1101 Chiropractic Clinical Practice

Credits: 3.4

Coordinator: V. Petrini

Total hours: 22 Small Group, 1 Lecture, 36 DILT, 12 Observation, 2 Manikin Simulation Lab, 12 Grand Rounds, 1 History, Physical, and Diagnosis Assessment (HPD)

A comprehensive introduction to the structure and function of CMCC's clinical teaching environment, the theory and application of evidence informed clinical practice and exposure to the skills required to effectively retrieve, critically appraise, and apply current health care information and literature are provided. Integration of skills and knowledge learned in other areas of the program, including interviewing, informed consent, and clinical examination skills is facilitated. Clinical skills and knowledge are reinforced through observation in the clinic and experiences in the Simulation Laboratory, HPD, OSCE and Grand Rounds.

CE 2203 Integrated Clinical Practice

Credits: 4.5

Coordinator: D. Lee

Total hours: 47 Small Group, 47 DILT, 12 Observation, 2 Manikin Simulation Lab, 1 History, Physical, and Diagnosis Assessment

Utilizing a case based approach, learning from across the program is integrated as clinical reasoning skills are applied to current clinical and practical issues in chiropractic. An enhanced appreciation for evidence based care within a biopsychosocial model is encouraged.

CE 3304 Integrated Chiropractic Practice

Credits: 8.2

Coordinator: B. Porter

Total hours: 16 Lecture, 84 Lab, 84 DIL†, 12 Observation, 2 Manikin Simulation Lab

Utilizing a case based approach, learning from across the program is integrated as clinical reasoning skills are applied to reach a diagnosis and formulate a plan of management specific to the patient's presentation. Evidence based care within a biopsychosocial model is emphasized. Learning is optimized by guest lecturers and expert panel presentations.

CE 4405 Chiropractic Clinical Practice: Internship

Credits: 50

Coordinator: A. Tibbles

Total hours: 1,000 Clinic, 365 DIL†

The clinical internship year provides interns with an opportunity to apply their pre-clinical learning and patient care skills in a supervised and supportive environment. The clinical application of learned knowledge and skills for patient assessment, care and communication is the focus of this course. The internship provides the experience necessary to succeed as practising chiropractors in an evolving health care environment.

CE 4407 Clinical Laboratory Clerkship

Credit: 0.8

Coordinator: A. Tibbles

Total hours: 20 Lab

Laboratory tests and a review of the most common haematological, immunological and biochemical disorders encountered in a chiropractic practice are provided. Laboratory reports are examined and findings are related to clinical manifestations.

CE 4408 Radiology Laboratory Clerkship

Credits: 1.5

Coordinator: A. Tibbles

Total hours: 35 Lab, 5 DIL†

Through radiographic examination of patients, the basics of proper radiographic procedure and technique, film processing and quality assurance are presented.

CE 4409 Clinical X-ray Interpretation and Reporting

Credits: 1.3

Coordinator: W. Hsu

Total hours: 20 Lab, 15 DIL†

Skill at producing accurate, concise and effective radiographic reports that meet the expected standards for chiropractic practice are developed through the generation of reports on a large variety of cases. Knowledge gained throughout the radiology and clinical courses in the curriculum is integrated and utilized.

Department of Chiropractic Principles and Practice

Chair

K. Hammerich, DC, MHS

The Department of Chiropractic Principles and Practice provides students with an opportunity to investigate and learn the meaning of professionalism within a modern health care context. Themes include the history of manipulation, contemporary knowledge and research in the area of chiropractic manipulative therapy, the legal and ethical aspects of contemporary chiropractic practice, and practice development and management. The chiropractor's unique approach to health care within the modern health care team is stressed. The importance of ethical behaviour and professionalism are emphasized to facilitate the development of the student's professional identity.

CP 1102 Foundations of Chiropractic Principles and Practice

Credits: 3.5

Coordinator: K. Hammerich

Total hours: 10 Lecture, 24 Small Group, 24 Online

The historical and modern principles of chiropractic patient centred care; relevant topics pertaining to philosophy, theories, education, legislation, diversity, leadership and business; and a foundation of the chiropractic paradigm are presented and explored. Reflection on all of this is encouraged as students develop their professional identity.

CP 2203 Foundations of Spinal Manipulation and Manual Therapies

Credits: 3.9

Coordinator: S. Wang

Total hours: 36 Lecture, 15 Online

The existing evidence for theoretical models by which spinal manipulative therapy [SMT] exerts its clinical effects, and the biological mechanisms underpinning this model are investigated with the support of current literature. Strengths, weaknesses and knowledge gaps in the research, and the potential future directions of research in order to explain other effects of manual therapy with a primary emphasis on SMT are discussed. The conceptualization of the CMCC Model of Care for various professional and lay audiences and the entrepreneurial skills necessary to operate a chiropractic clinic continue to be developed.

CP 3305 Integrated Chiropractic Principles and Practice

Credits: 2.8

Coordinator: B. Gleberzon

Total Hours: 12 Lecture, 12 Lab, 13 Online, 7 DIL†

The modern principles of patient centered chiropractic care in the evolving healthcare environment are examined. Relevant topics pertaining to professional identity, jurisprudence and ethics are explored. Learning is applied within the context of social theory, social contract and social closure. The concepts of entrepreneurship are applied.

Department of Chiropractic Therapeutics**Chair**

B. Gleberzon, DC, BA, MHSc

The Department of Chiropractic Therapeutics facilitates proficiency in the psychomotor skills necessary to become competent in chiropractic diagnostic and therapeutic methods. This knowledge aids in the performance of effective adjustive, manual and/or manipulative procedures learned in laboratory sessions.

CT 1102 Chiropractic Skills I

Credits: 4.1

Coordinator: S. Kinsinger

Total hours: 102 Lab, 4 Force Sensing Table Lab

The examination procedures from simple observation to postural analysis are introduced with emphasis on the skills necessary to locate all points of surface anatomy pertinent to a chiropractic examination including joint challenge and analysis, motion palpation and joint pain provocation are developed. Eleven of the most commonly used high velocity, low amplitude (HVLA) adjustive procedures, soft tissue and osseous non-thrusting procedures are introduced.

CT 1105 Rehabilitation in Chiropractic Practice I

Credits: 1.0

Coordinator: S. Lester

Total hours: 12 Lecture, 2 Lab

The concepts surrounding the prescription of active therapeutics as part of a comprehensive chiropractic treatment plan; the indications and contraindications for therapeutic exercise, and concepts of exercise progression and monitoring; and the contemporary use of exercise for the rehabilitation and functional restoration of the musculoskeletal system, and for enhancing clinical outcomes are introduced. The prescription of strengthening, stretching, proprioceptive and aerobic exercise is examined with application within a treatment plan. These concepts are applied in a two hour laboratory component using the lumbar spine as an example for hands on application.

CT 2204 Chiropractic Skills II

Credits: 4.6

Coordinator: B. Gleberzon

Total Hours: 116 Lab, 4 Force Sensing Table Lab

The skills associated with conducting a comprehensive examination (postural assessment, joint challenge, motion palpation, joint pain provocation) of the spine, pelvis and extremities continue to be honed. The adjustive procedures taught in the previous year are reinforced and a substantive number of additional procedures are introduced. Joint mobilization and soft tissue procedures are taught for each region of the musculoskeletal system. The approach used to correlate examination findings, arrive at a diagnosis and formulate a treatment protocol is introduced.

CT 2206 Rehabilitation in Chiropractic Practice II

Credits: 1.1

Coordinator: S. Lester

Total hours: 12 Lecture, 4 Lab

The contemporary use of exercise for the rehabilitation and functional restoration of the musculoskeletal system, and the indications for therapeutic exercise prescription and concepts of exercise progression are presented. In a case-based format, practical information is explored toward the planning, prescribing, and monitoring of exercise programs. These concepts are solidified through two 2 hour laboratory sessions focusing on upper and lower limb rehabilitation assessment and prescription.

CT 3306 Chiropractic Skills III

Credits: 4.2

Coordinator: G. Ruhr

Total hours: 108 Lab, 2 Force Sensing Table Lab

Emphasis is placed on proficiency in conducting a comprehensive examination of the spine, pelvis, extremities and rib articulations. New adjustive procedures and other treatment options such as manual and instrument assisted soft tissue techniques and mobilization are introduced while adjustive procedures taught in the previous two years are reinforced. The correlation of analysis with treatment protocol is emphasized.

CT 3307 Auxiliary Chiropractic Therapy

Credit: 1.0

Coordinator: D. Starmer

Total hours: 12 Online, 2 Lab

The basic physics, physiological principles, indications and contraindications, and appropriate applications of therapeutic modalities, which include electrotherapy, hydrotherapy, mechanotherapy, phototherapy, thermotherapy, and cryotherapy are presented.

CT 3308 Rehabilitation in Chiropractic Practice III

Credits: 0.5

Coordinator: S. Lester

Total hours: 6 Lecture, 2 Lab

Advanced concepts surrounding prescription of active therapeutics as part of a comprehensive chiropractic treatment plan, and the contemporary use of exercise for the rehabilitation of unique populations as part of a chiropractic treatment plan are explored. Concepts from Rehabilitation I and II are expanded upon and solidified through a 2 hour hands-on laboratory component.

Department of Diagnostic Imaging

Chair

C. Columbus, BSc, DC, DACBR, FCCR(C)

The Department of Diagnostic Imaging provides the academic and practical skills necessary for the production and diagnostic interpretation of radiographs and advanced imaging procedures. Radiation protection and radiobiology are stressed. The role of diagnostic imaging in patient evaluations and its importance as it relates to chiropractic practice are presented.

DI 1101 Diagnostic Imaging Interpretation for Chiropractic Practice I

Credits: 3.6

Coordinator: C. Columbus

Total hours: 34 Lecture, 25 Lab

A comprehensive introduction to normal radiographic anatomy of the axial and appendicular skeleton is provided with investigation of common skeletal variants and congenital anomalies. Scoliosis and spondylolytic spondylolisthesis, an introduction to the appearance of normal anatomy as seen on advanced imaging studies, and an extensive overview of skeletal trauma are presented. Practical application and imaging interpretation are fundamental for all topics; clinical presentation and patient management decisions are incorporated.

DI 1102 Fundamentals of Radiography

Credits: 1.5

Coordinator: B. Corr

Total hours: 15 Lecture, 3 Lab, 7 DILT

The fundamentals of radiography, including radiation physics and the safe production of quality images, are introduced to facilitate understanding of how radiographs are produced. Fundamental principles of ionizing radiation and patient exposure are addressed.

DI 2201 Diagnostic Imaging Interpretation for Chiropractic Practice II

Credits: 3.0

Coordinator: C. Columbus

Total hours: 30 Lecture, 18 Lab

A comprehensive introduction to radiographic interpretation of pathological states and skeletal dysplasias is provided. Specific disease processes including tumours and tumour-like lesions, infections of bone, metabolic/endocrine disorders and vascular conditions are explored. Advanced imaging procedures, as appropriate, along with film quality assessment and radiation dose are considered.

DI 3203 Diagnostic Imaging Interpretation for Chiropractic Practice III

Credits: 2.5

Coordinator: T. Pringle

Total hours: 25 Lecture, 15 Lab

The aetiology, pathology, signs and symptoms, radiographic features, and management of major rheumatic diseases are presented as they relate to chiropractic practice. Emphasis on spinal degenerative joint disease and inflammatory conditions leads to the development of a differential diagnosis and pertinent therapeutic scenarios. Clinical judgment in ordering and interpreting appropriate imaging studies, a review of the clinical and physiological characteristics related to rheumatologic conditions and their prognoses, orthopaedic examination procedures, interdisciplinary referral and case management are discussed. Fundamentals of radiographic report writing are presented and applied to comprehensive radiographic differential diagnoses. Comprehensive imaging differential diagnoses challenge students to interpret imaging of any possible disease category, as indicated by clinical symptomatology.

DI 3301 Radiological Technology

Credits: 2.6

Coordinator: B. Corr

Total hours: 23 Lecture, 22 Lab

The production of radiographs of good diagnostic quality with minimum patient exposure is emphasized, including patient positioning, calculation of proper technique factors, equipment operation and operator protection. Simulated radiographic equipment and phantom exposures are used. The biological effects of radiation are emphasised, along with its application to the diagnostic radiographic process relating to the protection of the patient, the operator and the general public, and to the rules and regulations of the Ministry of Health and Long-Term Care and the Ministry of Labour.

DI 3302 Diagnostic Imaging Interpretation for Chiropractic Practice IV

Credits: 1.4

Coordinator: C. Columbus

Total hours: 12 Lecture, 12 Lab

Soft tissue radiology presents the range of normal appearances of chest and abdominal radiographs, patterns of abnormal disease processes in these regions and indications for prompt referral. The indications for contrast studies and special imaging procedures for the chest and abdomen are reviewed.

DI 4401 Advanced Diagnostic Imaging

Credits: 1.8

Coordinator: P. Yelder

Total hours: 18 Lecture, 12 DILT

Advanced imaging for the detection and evaluation of musculoskeletal and other conditions is presented, including magnetic resonance imaging (MRI), diagnostic ultrasound (DUS), single photon emission computed tomography (SPECT), positron emission tomography (PET), electron beam tomography (EBT), bone densitometry, nuclear medicine and computed tomography. A basic understanding of the various techniques, their clinical indications, contraindications and usefulness in a clinical setting, and the need for referral for further evaluation and/or co-management as appropriate are provided.

Department of Pathology and Microbiology**Chair**

TBA

The Department of Pathology and Microbiology provides curriculum that highlights etiologic, diagnostic and preventive aspects of disease. The information gleaned from these areas provides a basis for better understanding of the clinical courses.

PA 2203 Patho-Immunology

Credits: 4.2

Coordinator: V. Ferreira

Total hours: 54 Lecture

The role of innate and acquired immunity in maintaining health is discussed through topics including immunoregulation, infections, vaccination and neuroendocrine immunology. The basic pathological mechanisms involved in cell death, necrosis, inflammation, tissue repair, immunologic disorders and neoplasia are presented. The relationship between these processes, clinical presentation and rationale for treatment are discussed.

PA 2205 Microbiology and Infectious Diseases

Credits: 5.8

TBA

Total hours: 67 Lecture, 18 Lab

The fundamental concepts of bacteriology, virology, parasitology and mycology are introduced. The classification and characteristics of infectious organisms are described and the concepts of virulence, pathogenicity, disease transmission, and the principles of prevention including immunization are discussed. Pathogenic microorganisms are introduced and discussed in the context of the mechanism of disease production as well as clinical consequences. The course ends with a series of case presentations designed to integrate information learned about various pathogens with a focus on overlapping signs and symptoms of disease, differential diagnoses, and management strategies. Microbial morphology and, where appropriate, culture characteristics are studied in the laboratory and case presentations are used to highlight clinical applications.

PA 2306 Toxicopharmacology

Credits: 2.3

Coordinator: J. Mayer

Total hours: 30 Lecture

The general principles of molecular and clinical pharmacology, with emphasis on pharmacokinetics, pharmaceutical sciences, pharmacodynamics, receptor pharmacology and the quantification of drug action are introduced. Key topics of toxicology are related to the clinical setting and exposure to the pharmacology and toxicology of drugs likely to be encountered in the chiropractic clinic are presented.

PA 3201 Systems Pathology

Credits: 4.4

Coordinator: A. Teitelbaum

Total hours: 57 Lecture

Systemic pathology, including aetiology, pathogenesis, morphology and microscopic features of major diseases and neoplasms involving different body organs are provided. Problems and clinical case scenarios are included to facilitate understanding and correlating the pathology with clinical presentation.

PA 3305 Clinical Laboratory Diagnosis

Credits: 3.2

Coordinator: R. Moore

Total hours: 37 Lecture, 8 Lab

The use of laboratory findings in clinical decision making in health and common disease states is demonstrated and discussed. Problem solving exercises are undertaken with data from the biochemistry, immunology and haematology laboratories.

PA 4407 Public Health

Credits: 3.0

Coordinators: S. Varantharajan

Total hours: 20 Lecture, 19 Online

Topics that impact the health of individuals, communities and society at large are explored within the context of the public health system in Canada. Included in the discussions are basic epidemiology, health policy, population health, environmental health, disease prevention, health behaviours, the impact of culture on public health, communicable and non-communicable diseases, and work disability prevention.

Department of Physiology and Biochemistry**Chair**

TBA

The Department of Physiology and Biochemistry provides courses in biochemistry, physiology, neuroscience and nutrition. The information provides a foundation for understanding human physiology and biochemistry as a basis for sound clinical management. An introduction to the role of nutrition and nutritional supplements in disease management and health promotion is provided.

PH 1101 Biochemistry I, Intermediary Metabolism

Credits: 7.2

Coordinator: I. Fraser

Total hours: 66 Lecture, 9 Lab, 14 TBL*, 18 DIL†

The metabolism of carbohydrates, lipids, and proteins is introduced with emphasis on biological control mechanisms and the application of these principles in chiropractic practice.

PH 2204 Systems Physiology

Credits: 5.2

Coordinator: S. Bassaly

Total hours: 60 Lecture, 14 DIL†

Aspects of human physiology which are most relevant to chiropractic practice are discussed within the context of case studies with particular emphasis on the musculoskeletal, cardiovascular and respiratory systems. Neural regulation of human function is a theme which runs throughout the course, as well as the physiology of the digestive, renal, endocrine and reproductive systems.

PH 2205 Neuroscience for Chiropractic Practice

Credits: 5.4

Coordinator: D. Liu

Total hours: 70 Lecture

Chemical, anatomical and physiological components of the sensory, motor and autonomic nervous systems are discussed and integrated with chiropractic principles where applicable. Cranial nerves, development and aging of the nervous system, the cerebral cortex and higher cortical function, and diseases of the central nervous system are presented.

PH 2206 Biochemistry II, Health and Wellness

Credits: 4.4

Coordinator: I. Fraser

Total hours: 52 Lecture, 10 DIL†

Basic nutrients and their roles within the body, and the importance of supplements in the prevention and treatment of a variety of conditions seen in chiropractic practice are presented.

PH 3407 Clinical Nutrition for Chiropractic Practice

Credits: 1.2

Coordinator: L. Greib

Total Hours: 15 Lecture

The clinical skills to perform a comprehensive patient assessment and lifestyle management program are developed. Communication skills for collaboration with medical practitioners to obtain objective measurements (e.g., blood and urine tests, bone mineral density tests, PAP smears, PSA tests, mammograms, colonoscopies) important to making evidence informed recommendations regarding nutrition, exercise and supplementation are discussed.

Department of Undergraduate Research

The Department of Undergraduate Research provides the fundamentals of scientific research designs and skills for critical review of the literature. Emphasis is on the development of critical thinking skills and an understanding of the rigour and process of research necessary for discriminating judgement applied in clinical decision making.

RM 1301 Applied Research and Biometrics

Credits: 2.0

Coordinator: H. Yu

Total hours: 10 Lecture, 2 TBL*, 14 Online

Knowledge and skills for critically appraising research methodology and the scientific literature are developed. The application of these critical appraisal skills is explored relative to treatment, diagnosis, prognosis and causation where different strategies are considered and an evidence informed understanding of patient care is presented.

Electives

RMO 3302 Original Research Project Development and Completion

Credits: 3.8

Coordinator: TBA

Total hours: 100 DIL†

Identification of a faculty research supervisor, completion of Research Ethics Board (REB) approval, as necessary, and a written report of the research of sufficient quality for submission for publication are required. The supervisor and course coordinator provide support with proposal creation, research design and analysis. Online resources are available.

RMO 3303 Student Research Apprenticeship

Credits: 3.8

Coordinator: TBA

Total hours: 100 DIL†

Identification of a faculty project of interest, an agreement signed with the faculty investigator regarding tasks to be performed, and registration with the Research Administrator are required. Students will receive a certificate of appreciation for this course when their work has been completed. If an original student project emerges from a faculty project, students can enrol in RMO 3302 to receive credit for their original project under the conditions associated with that elective.

Graduate Studies

Telephone: 416 482 2340 ext. 246 Fax: 416 482 2560

Email: gradstudies@cmcc.ca

Website: cmcc.ca/academic-programs/chiropractic-residency-programs

Director

Paula J. Stern, BSc, DC, FCCS(C)

The Division of Graduate Studies provides an advanced program of study emphasizing excellence in clinical skills, research, teaching, learning and leadership. The program values rigour and innovation, critical thinking, service, professionalism and lifelong learning. Our world class faculty celebrate success and foster a culture that is supportive, collegial, interactive and respectful.

Chiropractic Residency Programs

CMCC offers resident based postgraduate programs in three speciality areas: Clinical Sciences, Diagnostic Imaging and Sports Sciences. Diagnostic and clinical skills developed at the undergraduate level are enhanced in these programs through advanced course study along with clinical and research practica.

The chiropractic residency programs combine both practical and theoretical aspects of clinical practice by offering placements supervised by specialists from chiropractic and other health care professions, offering exposure to an advanced mix of clinical experiences. Emphasis is placed on practical skill development, research and teaching, both on site and through collaborative arrangements with other health care and laboratory facilities.

A common core curriculum underpins the residency programs, which then diverges to include courses specific to the respective specialty (Clinical Sciences, Diagnostic Imaging or Sports Sciences). Practica span the core disciplines of teaching, patient management, consulting, and research involving interprofessional collaboration with other health care clinicians and scientists.

In addition to curricula and practica, graduate students must complete several written requirements, which are due to the Director by March 30 of their graduating year in order to convocate in June of the same year. The written requirements include a systematic literature review and a research thesis which must be of publishable quality and approved by the graduate student's faculty research mentor and the Program Coordinator.

The residency programs specify a period of residence during which the student is expected to participate in on-campus activities. While not attending external clinical practica, each graduate student can expect to be engaged in structured programs up to 40 hours per week. Courses may be scheduled between 7:00 a.m. and 8:00 p.m., and will vary by the time of year and course load.

Graduates are eligible to write fellowship examinations set by their respective specialty colleges: the College of Chiropractic Sciences (Canada); the Royal College of Chiropractic Sports Sciences (Canada); and, in the case of Diagnostic Imaging, the diplomate examinations of the American Chiropractic Board of Radiology (ACBR), results of which are accepted by the Chiropractic College of Radiologists (Canada) Inc. The Clinical Sciences and Sports Sciences programs may be taken on a full time or part time basis.

The CMCC Graduate Studies diploma does not give the graduate the right to practice as a chiropractic specialist. Achievement of Fellowship status from one of the specialty Colleges of the Federation of Canadian Chiropractic may be obtained by fulfilling the qualifications required by the appropriate specialty college, at which time the right to specialty practice may be conferred.

Exit Competencies

Upon successful completion of the Chiropractic Residency Programs, graduates will be able to:

Knowledge

- generate new and/or advance clinical knowledge in their field of expertise
- integrate in depth knowledge of key program areas in clinical and academic applications
- demonstrate lifelong learning attributes in professional practice to remain at the forefront of their discipline
- self reflect in a critical manner in order to identify what is known and not known

Scholarship

- translate complex scholarly ideas for health care stakeholders
- contribute to a body of knowledge through conducting research to address a new question, specific problem or related professional issue
- mount a sustained scholarly argument employing a command of scholarship

Leadership

- engage in their specialized field and the chiropractic profession with intellectual and professional authority
- assume a leadership role within the context of the profession
- differentiate their role within the broader context of related health care professions
- advocate health and ethical practice

Skilled Performance

- apply diagnostic and therapeutic skills successfully in complex clinical situations
- synthesize information efficiently to problem solve clinical situations
- adapt to unique professional environments such as clinical, community liaison, professional associations, interprofessional collaboration, consulting and expert witness
- apply principles of reflective practice including reflecting critically in action and on action in order to modify performance
- manage health issues by coordinating related activities at the micro, meso, and macro levels
- modify assessments and treatments in a creative, informed and innovative manner when appropriate

Communication

- communicate in an expert and authentic manner
- represent their profession and perform procedures with authority and skill
- educate others in and about their professional field
- collaborate effectively with other health professions
- communicate effectively in different media

Chiropractic Residency Program Presentation and Assessment

Varied learning formats are utilized including self directed and problem based learning, small group discussions, lectures, graduate rounds, and active clinical and research participation.

CMCC utilizes a learning management system (LMS) to support the web facilitation of content in each course. Web resources and technologies are used to complement face to face sessions. In addition, some courses may be offered in a hybrid or online format. Hybrid courses blend elearning with face to face delivery. In a hybrid course, substantial parts of the content are delivered online and discussions, team projects and activities are used to augment learning. Online delivery includes courses in which all or almost all of the content is web based with few if any face to face meetings. Delivery methods include multimedia, video conferencing, social networking and the use of learning objects.

Regardless of the delivery format, each course has its own site on the LMS on which faculty post syllabi, readings, assignments, relevant course activities and other resources. In addition, students can use the LMS to track their academic progress over the year.

Students can use computers in the Library or their own personal computer, laptop, tablet or web-enabled personal device to access the LMS, which CMCC has branded KIRO. Basic technological skills are required to access the LMS, download course materials, and

complete learning modules in hybrid and online courses. Familiarity with Microsoft Office software including Word, PowerPoint and Excel is also needed.

Students in the Chiropractic Residency Programs are required to:

- complete core curriculum
- complete field specific curriculum
- attend assigned practica
- teach in assigned undergraduate curriculum
- complete a systematic literature review and a research thesis no later than 12 months following the end of the program

The curricular framework is as follows:

Chiropractic Residency Programs — Curricula

Core Curriculum

| Course # | Course Name | Hours |
|----------|---|-------|
| GS 500Y | Searching, Critically Appraising and Using the Health Care Literature | 36 |
| GS 502Y | Teaching Methodology and Learning Theory | 36 |
| GS 505Y | Graduate Student Rounds | 36 |
| GS 510H | Introduction to Research Methods | 36 |
| GS 511H | Introduction to Biostatistics and Thesis Proposal Development | 36 |
| GS 605Y | Advanced Graduate Student Rounds | 36 |

Field Specific Curriculum – Clinical Sciences

| Course # | Course Name | Hours |
|----------|---|-------|
| CS 520Y | Special Topics in Clinical Chiropractic I | 36 |
| CS 620Y | Special Topics in Clinical Chiropractic II | 36 |
| GS 600Y | Regional Plain Film Analysis and Advanced Imaging | 36 |
| GS 601Y | Seminars in Advanced Health Care Topics | 36 |

Field Specific Curriculum – Diagnostic Imaging

| Course # | Course Name | Hours |
|----------|---|-------|
| DI 521H | Principles of Diagnostic Imaging and Radiation Health | 21 |
| DI 522H | Diagnostic Imaging Interpretation of Normal Anatomy, Skeletal Anomalies, Variants, and Dysplasias | 36 |
| DI 523H | Physical Injury of the Musculoskeletal System | 26 |
| DI 524H | Tumours and Tumour-Like Bone Disorders | 54 |

| Course # | Course Name | Hours |
|----------|--|-------|
| DI 525H | Infectious Disorders of Bone | 18 |
| DI 526H | Metabolic, Endocrine, and Nutritional Disorders of Bone | 18 |
| DI 527H | Hematopoietic Disorders of Bone | 18 |
| DI 528H | Articular Disorders | 54 |
| DI 621H | Magnetic Resonance Imaging of the Musculoskeletal System | 54 |
| DI 622H | Chest Imaging | 54 |
| DI 623H | Abdominal Imaging: Gastrointestinal & Genitourinary System | 54 |
| DI 721H | Neuroimaging: Skull/Brain and Spine | 65 |
| DI 723H | Neuroimaging: Head and Neck | 18 |

Field Specific Curriculum – Sports Sciences

| Course # | Course Name | Hours |
|----------|---|-------|
| SS 520Y | Special Topics in Sports Chiropractic I | 45 |
| SS 620Y | Special Topics in Sports Chiropractic II | 45 |
| SS 521H | Clinical and Sports Nutrition | 36 |
| SS 522H | Sports Psychology | 18 |
| GS 600Y | Regional Plain Film Analysis and Advanced Imaging | 36 |
| GS 601Y | Seminars in Advanced Health Care Topics | 36 |

Electives

| Course # | Course Name | Hours | Credits |
|----------|-------------------------------|-------|---------|
| SS 521H | Clinical and Sports Nutrition | 36 | Audit |
| SS 522H | Sports Psychology | 18 | Audit |

Work Disability Prevention Program

As of September 2017, the Work Disability Prevention (WDP) program, first developed and offered by CMCC in January 2012, is being offered through the University of Ontario Institute of Technology (UOIT) in collaboration with CMCC as a two year Graduate Studies Diploma available part-time and online.

This graduate diploma focuses on the uptake and implementation of new knowledge for practising professionals working in health related fields and targets both the societal networks and complexities of return to work coordination. The program goes beyond diagnosis to explore root causes of disability and offers health care practitioners another way to extend their education while remaining engaged in their core discipline. The diploma

will provide graduates with a competitive edge in our knowledge based global economy. Graduates will come away with evidence informed leadership skills to innovate the workplace and the health care system and address the demands of the private and public workforce.

For chiropractors and other health professionals, the WDP diploma program is a unique opportunity to gain knowledge into the various influences surrounding disability and leverage this understanding to aid individuals in returning to work.

For further information, visit UOIT Graduate Programs.

Applying to CMCC's Graduate Studies Programs

Entry into the CMCC Graduate Studies Program is limited. The institution will admit only the most qualified applicants annually.

Graduate Programs Application Prerequisites

Applicants must be graduates from or enrolled in the final year of a chiropractic program accredited by the Federation of Canadian Chiropractic, the Council on Chiropractic Education (US), or an accrediting agency that is a member in good standing of the Councils on Chiropractic Education – International.

Graduate Programs Application Due Dates and Fees

November 15, 2018

| | |
|--|-------|
| Application Fee | \$150 |
| Interview Fee | \$150 |
| Registration/ Confirmation of Acceptance | \$500 |

Graduate Programs Application Requirements

| | Chiropractic Residency |
|--|------------------------|
| Original University and Chiropractic program transcript* | Yes |
| CGPA | Good academic standing |
| Curriculum Vitae | Yes |
| Letters of Reference, in prescribed format | Yes |
| Personal essay and letter of good standing | Yes |
| Interview for qualified applicants | Yes |
| Proficiency in English** | Yes |

***Transcripts and Documentation**

- Transcripts from institutions outside of Canada must be evaluated on a course by course basis by World Education Services, Inc. (WES). This is the only agency from whom CMCC will accept foreign transcript evaluations.
- Applicants must set up an account with WES, designating CMCC as a recipient. Official copies of transcript evaluations must be forwarded directly by WES to CMCC. For more information, please contact World Education Services, Inc. wes.org/ca.
- Notarized English translations of documents and certified true photocopies of the originals of all documents that are in a language other than English must be provided at the time of application.

****English Language Proficiency Requirements**

Students for whom English is not a first language will be asked to identify such on their application, and may be required to submit evidence of their proficiency in English by demonstrating:

- sufficient university level course work in English as determined by the Registrar; and/or
- a minimum score of 88 on the internet based Test of English as a Foreign Language (TOEFL); and/or
- a minimum score of 7.0 on the International English Language Test System (IELTS)

For more information about TOEFL, please visit www.ets.org/toefl (CMCC's institutional code is 8866), and for more information about the IELTS, please visit www.ielts.org.

Program Entry Requirements

Applicants provided with a letter of offer must hold or maintain the following qualifications before entering the program:

1. Graduation from a chiropractic program accredited by the Council on Chiropractic Education Canada of the Federation of Canadian Chiropractic, the Council on Chiropractic Education (US), or an accrediting agency which is a member in good standing of the Councils on Chiropractic Education International.
2. Successful completion of provincial (Ontario) and national (Canadian) licensing board examinations (Completion of American national board examinations is an asset).
3. Active Membership with each of the Canadian Chiropractic Protective Association, Canadian Chiropractic Association, and the Ontario Chiropractic Association.

Additional Requirements for Students Studying in Foreign Universities and International Students:

Immigration Requirements

- Foreign nationals are required to hold and present a valid study permit from Citizenship and Immigration Canada (CIC) in order to register at CMCC. CMCC must verify the student's valid study permit and will retain the study permit number and expiry date, subject to institutional requirements as determined by CIC. CMCC's Designated Learning Institution (DLI) number is 019359174402. More information is available at cmcc.ca/international.

Fees and Financial Information

2018–2019 Program Fees

| Program | Annual Tuition | Student Insurance | | Total Annual Fees | |
|--------------------------|----------------|-------------------|-------------------------|-------------------|------------------------|
| | | Canadian Students | International Students* | Canadian Students | International Students |
| Chiropractic Residencies | \$5,761 | \$400 | \$977 | \$6,161 | \$6,738 |

All fees are subject to change.

*The Student Insurance Health & Dental Plan is mandatory for graduate students attending CMCC on a Study Permit.

2018–2019 Fee Payment Due Dates

| | Canadian Students | International Students | Due Dates |
|----------|--------------------|------------------------|------------------|
| Year 1 | \$500 ¹ | \$500 ¹ | March 12, 2018 |
| | \$3,280 | \$3,857 | August 3, 2018 |
| | \$2,881 | \$2,881 | January 11, 2019 |
| Year 2/3 | \$3,280 | \$3,857 | August 3, 2018 |
| | \$2,881 | \$2,881 | January 11, 2019 |

¹ \$500 Registration fee is non-refundable.

Students' Council Health & Dental Plan

All full time Canadian students in the Chiropractic Residency Programs are charged a fee for the Students' Council Health & Dental Plan. The plan provides coverage for 12 months, from September 1 through August 31. If a student is already covered by an equivalent extended health and dental plan, they may opt out of the Students' Council Health & Dental Plan online, during the Change of Coverage Period (normally the first three weeks of the academic year). The Plan also provides the option to enrol a spouse and/or dependants at additional cost.

For more information, call 1 877 795 4422 or visit ihaveaplan.ca.

International Student Insurance

International students attending CMCC on a Study Permit are required to carry health insurance arranged through CMCC and the Students' Council. This insurance is mandatory unless the student is able to provide evidence of coverage under a Canadian provincial health plan, and an equivalent extended health plan. These plans provide a 12 month coverage commencing on August 1. More information about student health insurance for International Students is available by contacting the Division of Student Services.

Late Payment

- An interest charge will be applied to all overdue balances and will be calculated and compounded at a rate of 12% per annum at the end of the business day every Friday. The interest rate charged is subject to change without notice.
- Students with tuition fees that are outstanding could be subject to the following: de-registration, denial of future enrolment, withholding of transcripts, and/or termination of library services.
- Students will not receive their final grades or transcripts or be permitted to graduate until all financial obligations to CMCC have been met.

Financial Support for Chiropractic Residency Programs

Bursaries and Fellowship awards are available based on a review of historic academic/professional performance, meeting specific award/bursary criteria, and continued achievement in the program. Graduate students enrolled in the chiropractic residency programs receive complimentary CMCC membership.

The Division of Graduate Studies provides funds for professional development for graduate students, including attendance at seminars, conferences and workshops that are directly relevant to their CMCC experience. These activities must be discussed in detail with the student's coordinator and approved by the Director of Graduate Studies prior to the event and are limited by available budget.

Awards, Scholarships and Bursaries

Admission Bursary for CMCC Chiropractic Residency Programs

Eligibility: Full time graduate students in Years 1, 2 and 3

An Admission Bursary will be offered to the five top applicants to the chiropractic residency programs in Year 1. The bursary is renewable for each year of graduate study at CMCC based on annual review of academic performance, participation and meeting the specified criteria.

Fellowship Award for CMCC Chiropractic Residency Programs

Eligibility: Full time graduate students in the residency programs in Years 1, 2 and 3

A Fellowship Award will be awarded to the five top full time applicants each year. The award is renewable for each year of graduate study at CMCC based on annual review of academic performance and participation. Satisfactory completion in the following criteria categories is necessary to maintain the award: full time student status, class attendance, minimum GPA, flexible teaching assignments and participation in a CMCC assigned six month core placement.

CMCC Research Fellowship Award

Eligibility: Non-funded full time graduate students enrolled in a chiropractic residency program
The Division of Graduate Studies will award up to three Research Fellowship Awards annually to graduate students under the supervision of a faculty researcher. The award is open to those graduate students enrolled in a full time residency program who are not otherwise eligible for a fellowship award or admission bursary. Application deadline is March 15.

Kirkaldy-Willis Memorial Award

This scholarship, honouring the memory of Dr. William Hay Kirkaldy-Willis, a great friend to chiropractic and supporter of research, graduate education and interdisciplinary collaboration, was established by CMCC. The Vice President, Academic and the Director of Graduate Studies select a CMCC graduate student who has completed their program of study and has demonstrated leadership and creative initiative in the promotion of interdisciplinary research.

Graduate Studies Course Descriptions

Chiropractic Residency Programs – Core Curriculum

GS 500Y: Searching, Critically Appraising and Using the Health Care Literature

Credits: 3

Course Instructors: J. Wong, K. Murnaghan

Total hours: 36

Conceptual understanding and skills to participate in the development of evidence based recommendations through the systematic review of original scientific literature are encouraged. This includes how to develop a research question; developing and conducting a systematic literature search; screening the literature for relevance; critically appraising the literature for its methodological quality; and learning how to combine relevant literature using evidence synthesis to provide useful answers to clinical questions.

GS 502Y: Teaching Methodology and Learning Theory

Credits: 3

Course Instructor: S. Dunham

Total hours: 36

The fundamental theories and practice of effective teaching and learning are introduced: exploring teacher identity and philosophy; determining characteristics, diversities and learning styles; discussing adult learning theories; exploring approaches to teaching and learning; developing strategies for designing and facilitating learning experiences; and assessing curriculum, student learning and teaching practice. These areas of adult education are examined utilizing self directed learning, critical reflection and experiential learning strategies.

GS 505Y: Graduate Student Rounds

Credits: 3

Course Coordinator: P. Stern

Total hours: 36

Knowledge and understanding of specific clinical conditions and skills to effectively interpret and communicate this knowledge in structured presentations are emphasized. The focus is on conceptual understanding and problem solving as opposed to factual recall, as well as encouraging active learning through discussion. Different teaching and lecturing strategies are utilized to enhance presentation skills.

GS 510H: Introduction to Research Methods

Credits: 3

Course Instructors: P. Côté, S. Howarth, S. Mior, J. Wong

Total hours: 36

In this introduction to clinical research methods, general principles of research design and data collection and interpretation are presented. Development of basic skills necessary to conduct and interpret clinical research is emphasized.

GS 511H: Introduction to Biostatistics and Thesis Proposal Development

Credits: 3

Course Instructor: S. Hogg-Johnson

Total hours: 36

Understanding of the fundamental basics of statistical analysis to enable its application to clinical studies is emphasized through the development of basic skills necessary to plan for conducting and writing original clinical research including thesis proposal development.

GS 605Y: Advanced Graduate Student Rounds

Credits: 3

Course Coordinator: P. Stern

Total hours: 36

Advanced knowledge and understanding of specific clinical conditions, as well as enhancing presentation skills are emphasized. Advanced Graduate Student Rounds help toward development of a deeper conceptual understanding and enhancement of problem solving skills. Different teaching and lecturing strategies are utilized to increase presentation skills.

Field Specific Curriculum – Clinical Sciences

CS 520Y: Special Topics in Clinical Chiropractic I

Credits: 3

Course Instructors: P. Stern, S. Mior

Total hours: 36

Advanced knowledge in the assessment and treatment of common clinical conditions and disorders of the neck and upper extremities is provided with a focus on epidemiology, diagnosis, prognosis, imaging, and treatment of conditions. Specific conditions or regional outcome measures are reviewed and discussed.

CS 620Y: Special Topics in Clinical Chiropractic II

Credits:3

Course Instructors: P. Stern, S. Mior

Total hours: 36

Advanced knowledge related to clinical practice and current relevant issues, and skills to apply results to current health issues are emphasized through the epidemiology, diagnosis, prognosis, imaging, and treatment of common clinical conditions related to the low back, and to special populations including musculoskeletal complaints in paediatric and geriatric patients.

GS 600Y: Regional Plain Film Analysis and Advanced Imaging

Credits: 3

Course Instructor: T. Pringle

Total hours: 36

Advanced radiographic and imaging interpretation of skeletal pathology is emphasized in a problem based format. Imaging characteristics of arthritides, tumours and other disorders are reviewed. The utilization of specific radiographic views and anatomical imaging methods are discussed. Emphasis is on integration of imaging findings, anatomical structures, pathological processes and clinical presentation.

GS 601Y: Seminars in Advanced Health Care Topics

Credits: 3

Course Instructors: D. Grondin, S. Howarth, R. Barbiero, E. Tunks

Total hours: 36

To emphasize the broader contribution and involvement of experts in chiropractic and related disciplines, experts in biomechanics describe how fundamental knowledge of biomechanics can be integrated to advance understanding and assessment of the mechanisms of injury and their application to patient rehabilitation programs; chronic pain experts provide a conceptual understanding of pain mechanisms, co-morbidities, and function, and knowledge of how to intervene using an integrated biopsychosocial approach; and legal experts discuss the legal and ethical issues impacting the chiropractic specialist roles.

Field Specific Curriculum – Diagnostic Imaging

DI 521H: Principles of Diagnostic Imaging and Radiation Health

Credits: 1.5

Course Instructor: V. Kumar

Total hours: 21

Principles of diagnostic imaging and radiation health including image production and the factors affecting image quality are reviewed. Emphasis is on basic physics, machine components and procedures associated with fluoroscopy, computed tomography (CT), magnetic resonance imaging (MRI), sonography and scintigraphy imaging systems.

DI 522H: Diagnostic Imaging Interpretation of Normal Anatomy, Skeletal Anomalies, Variants, and Dysplasias

Credits: 3

Course Instructor: TBA

Total hours: 36

Advanced knowledge of imaging in normal anatomy, skeletal anomalies, variants, and dysplasias is emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications emphasized leading to a list of differential diagnoses. Special imaging studies are integrated throughout the various topics.

DI 523H: Physical Injury of the Musculoskeletal system

Credits: 1.5

Course Instructor: C. Columbus

Total hours: 26

Advanced knowledge and understanding of musculoskeletal traumatic conditions and their recognition on various imaging modalities is emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications emphasized. An understanding of the various musculoskeletal traumatic disorders enables the construction of a list of differential diagnoses and development of an appropriate plan for patient management. Special imaging studies are integrated throughout the various topics.

DI 524H: Tumours and Tumour-Like Bone Disorders

Credits: 4.5

Course Instructor: TBA

Total hours: 54

Advanced knowledge and understanding of tumour and tumour-like disorders and their recognition on various imaging modalities is emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications emphasized leading to a list of differential diagnoses. Special imaging studies are integrated throughout the various topics.

DI 525H: Infectious Disorders of Bone

Credits: 1.5

Course Instructor: V. Kumar

Total hours: 18

Advanced knowledge and understanding of infectious disorders and their recognition on various imaging modalities is emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications are emphasized leading to a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow-up studies, and incorporating special imaging studies when warranted.

DI 526H: Metabolic, Endocrine, and Nutritional Disorders of Bone

Credits: 1.5

Course Instructor: V. Kumar

Total hours: 18

Advanced knowledge and understanding of metabolic, endocrine and nutritional disorders of the bone and their recognition on various imaging modalities are emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications are emphasized leading to a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow-up studies, and incorporating special imaging studies when warranted.

DI 527H: Hematopoietic Disorders of Bone

Credits: 1.5

Course Instructor: V. Kumar

Total hours: 18

Advanced knowledge and understanding of hematopoietic disorders of bone and their recognition on various imaging modalities are emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications are emphasized leading to a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow-up studies, and incorporating special imaging studies when warranted.

DI 528H: Articular Disorders

Credits: 4.5

Course Instructor: V. Kumar

Total hours: 54

To further knowledge and understanding of articular disorders, the clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications are emphasized leading to a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow-up studies, and incorporating special imaging studies when warranted.

DI 621H: Magnetic Resonance Imaging of the Musculoskeletal System

Credits: 4.5

Course Instructor: V. Kumar

Total hours: 54

Advanced knowledge and understanding of normal anatomy and associated regional conditions of the musculoskeletal system as it presents on magnetic resonance imaging (MRI) is emphasized. Recognition of various MRI sequences and the steps required for proceeding through an organized rational search pattern are stressed. An understanding of the various pathologies and their clinical and imaging presentation enables the construction of a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow up studies.

DI 622H: Chest Imaging

Credits: 4.5

Course Instructor: B. Harger, V. Kumar

Total hours: 54

The clinical history, physical examination and laboratory features of various types of chest diseases and the different imaging means of investigating associated with each condition are discussed. An understanding of the range of chest pathologies, in particular, lung pathology, enables the construction of a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow-up studies, and incorporating special imaging studies when warranted.

DI 623H: Abdominal Imaging: Gastrointestinal & Genitourinary System

Credits: 4.5

Course Instructor: V. Kumar

Total hours: 54

Knowledge and understanding of various abdominal pathologies related to gastrointestinal and genitourinary diseases and their recognition on various imaging modalities, with particular emphasis on computed tomography (CT) are emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications are emphasized leading to a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow-up studies, and incorporating special imaging studies when warranted.

DI 721H: Neuroimaging: Skull/Brain and Spine

Credits: 4.5

Course Instructor: V. Kumar

Total hours: 65

Knowledge and understanding of the associated conditions of the skull/brain and spinal pathologies, with particular emphasis on CNS disorders along with recognition on various imaging modalities, particularly advanced imaging are emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications are emphasized leading to a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow-up studies, and incorporating special imaging studies when warranted.

DI 723H: Neuroimaging: Head and Neck

Credits: 1.5

Course Instructor: V. Kumar

Total hours: 18

Knowledge and understanding of neuroimaging with the sole focus on head and neck pathologies and their recognition on various imaging modalities are emphasized. The clinical history, physical examination and laboratory features of each condition are incorporated and clinical and management implications emphasized. An understanding of the various head and neck conditions enables the construction of a list of differential diagnoses and development of an appropriate plan for patient management, including ordering and interpreting appropriate follow-up studies, and incorporating special imaging studies when warranted.

Field Specific Curriculum – Sports Sciences

SS 520Y: Special Topics in Sports Chiropractic I

Credits: 3

Course Instructor: M. Kazemi

Total hours: 45

Foundation knowledge and skills to assess, treat and manage the high performance, gifted, recreational, and challenged athlete are provided. The course focuses on the physiology of connective tissue healing, emergency care, regional physical assessments and examinations. Taping techniques and utilization of various braces for different body parts are reviewed in a workshop setting.

SS 620Y: Special Topics in Sports Chiropractic II

Credits: 3

Course Instructor: M. Kazemi

Total hours: 45

Advanced knowledge and skills to assess, treat and manage the high performance, gifted, recreational, and challenged athlete are expected. This course emphasizes fitness and pre-participation testing, sports injuries in children, female and disabled athletes, environmental effects on exercise, dermatological and other medical considerations in athletes, ergogenic aids and sport biomechanics.

SS 521H: Clinical and Sports Nutrition

Credits: 3

Course Instructor: L. Greib

Total hours: 36

Topics are presented which are relevant to general chiropractic practice, such as osteoarthritis and osteoporosis, as well as the impact of these conditions on elite athletes. An emphasis is placed on sports nutrition, which focuses on the general nutritional considerations and current trends in supplementation for the elite athlete. This includes preparation for competition, pre-season and post-season. Other topics include sports nutrition and supplementation in special areas such as anorexia, bulimia and weight management.

SS 522H: Sports Psychology

Credits: 1.5

Course Instructor: J. Goss

Total hours: 18

This course involves understanding the psychology of the management of injury and recovery, career transition and burnout, athlete confidentiality and service provider responsibility.

GS 600Y: Regional Plain Film Analysis and Advanced Imaging

Credits: 3

Course Instructor: T. Pringle

Total hours: 36

Advanced radiographic and imaging interpretation of skeletal pathology is emphasized in a problem based format. Imaging characteristics of arthritides, tumours and other disorders are reviewed. The utilization of specific radiographic views and anatomical imaging methods are discussed. Emphasis is on integration of imaging findings, anatomical structures, pathological processes and clinical presentation.

GS 601Y: Seminars in Advanced Health Care Topics

Credits: 3

Course Instructors: D. Grondin, S. Howarth, L. Kantor, E. Tunks

Total hours: 36

To emphasize the broader contribution and involvement of experts in chiropractic and related disciplines, experts in biomechanics describe how fundamental knowledge of biomechanics can be integrated to advance understanding and assessment of the mechanisms of injury and their application to patient rehabilitation programs; chronic pain experts provide a conceptual understanding of pain mechanisms, co-morbidities, and function, and knowledge of how to intervene using an integrated biopsychosocial approach; and legal experts discuss the legal and ethical issues impacting the chiropractic specialist roles.

External Clinical and Research Practica for Chiropractic Residency Programs

The graduate student's diagnostic and treatment skills are further developed at specialized external clinical rotations. Multidisciplinary interactions are incorporated into the programs and each program has mandatory and optional practica consistent with the specialty program. As well, each graduate student who receives a Fellowship Award is required to participate in a placement treating patients in an outpatient hospital clinic or alternate facility, as deemed appropriate by the Director, Graduate Studies, Vice President, Academic, and the Program Coordinator. Opportunities may be offered to other graduate students, based on availability. Graduate students are to check directly with the Director for the appropriate practicum. The following placements are currently available:

1. Back To Function

Sports Sciences graduate students spend one day per week for up to eight weeks working with elite athletes at a clinic in Orillia, Ontario. This is a practical rotation involving assessment, treatment and rehabilitation.

2. Chronic Pain Placement at Hamilton General Hospital in the Regional Rehabilitation Centre

Under the supervision of Dr. Eldon Tunks, the graduate student will observe the assessment and follow up of chronic pain patients and be involved in case based discussions providing invaluable insight into the complex clinical puzzle of chronic pain. This rotation is one week.

3. Hamilton General Hospital

Clinical Sciences graduate students spend two days per week for six months in the Neuroscience Ambulatory Clinic, Fracture Clinic, and Operating Room within the hospital interacting with orthopaedic surgeons, medical residents and patients.

4. Husky Injection Molding Systems

CMCC graduate students provide chiropractic treatment three days per week for six months to employees in Husky's onsite multidisciplinary wellness centre. Patients present with a variety of symptoms related to workplace ergonomic factors. The students are also involved in ergonomic assessments of the workplace and wellness seminars for the employees, and thus obtain a multidimensional view of the aetiology, management and prevention of workplace injuries.

5. Mt. Sinai Hospital

Clinical Sciences graduate students spend two days per week for three months at the hospital. One day per week involves provision of chiropractic treatment under the supervision/mentorship of a chiropractor. One day per week involves observational clinic placements with medical specialists such as rheumatologists and orthopaedic surgeons, attendance at hospital rounds and interprofessional education opportunities.

6. **St. Michael's Hospital**

CMCC graduate students spend three days per week for six months at the hospital, providing chiropractic treatment two days per week at the Sumac Creek Health Centre, in the Department of Family and Community Medicine for patients referred from the Academic Family Health Team. One day a week involves observational clinic placements with orthopaedic surgeons or family physicians in the hospital, review of patient cases with a Chiropractic Fellow and involvement in interprofessional education rounds.

7. **Taekwondo**

Sports Sciences graduate students spend several weekends attending elite taekwondo tournaments. This is a practical rotation involving assessments, treatments and rehabilitation of competitors, under the supervision of Sports Fellows.

8. **World Spine Care**

Clinical Sciences graduate students have the opportunity to attend a 6-8 week placement at one of World Spine Care's international clinic locations. This practical placement involves the provision of patient care in a rural setting and the mentorship of an onsite World Spine Care chiropractor. Students interested in attending this placement must inform the Director, Graduate Studies by June 30, prior to entry into their first year.

In addition to the above placements, CMCC has placements with several other facilities, which aid in expanding the educational knowledge of the graduate students.

Teaching Assistantship Opportunities

Graduate students have the opportunity to work as Teaching Assistants in a variety of undergraduate courses. Positions are determined at the beginning of the Undergraduate academic year. Teaching hours per week vary depending on the course and on the graduate students' other program loads.

Research Assistant Opportunities

Graduate students may work as research assistants under the direction of a faculty researcher and/or in one of the CMCC Research Laboratories: Human Performance Laboratory, Life Sciences Laboratories or the UOIT-CMCC Centre for Disability Prevention and Rehabilitation.

Research Assistant opportunities are posted on the CMCC website cmcc.ca/graduatestudies.

Research

Telephone: 416 482 2340 ext. 246 Fax: 416 482 2560
 Email: research@cmcc.ca Website: cmcc.ca/research

Dean, Research and Innovation

TBA

Director, Human Performance Laboratory McMorland Family Research Chair in Mechanobiology

Sam Howarth, BSc (Hons), MSc, PhD

Director, Life Sciences Laboratories

Brian Budgell, BSc(Hons), MSc, DC, PhD

Director, Research Partnerships and Health Policy

Silvano Mior, DC, FCCS (C), PhD

Director, UOIT-CMCC Centre for Disability Prevention and Rehabilitation

Pierre Côté, DC, FCCS(C), MSc, PhD

CMCC has a vibrant research culture focused on expanding the knowledge base for the care of patients suffering from musculoskeletal disorders, particularly of the spine. With a mission to expand CMCC's research presence, the program addresses five research streams through both virtual and physical academic centres. While faculty members in both the Undergraduate and Graduate Studies Programs each have their primary areas of interest, often they may be involved in projects addressing more than one of these streams.

Research Streams

The following five research streams recognize the quality of the research and the strength of current faculty at CMCC. The goals of each stream are described below:

1. Biological basis of musculoskeletal injury and manual therapies: To conduct clinically oriented and mechanistic studies assessing the development of musculoskeletal injuries and the biological basis of manual therapies. Primary areas of study include cellular and molecular biology, immunology, biomechanics, ergonomics, mechanobiology, morphology, neurophysiology and ultrasonography.
2. Clinical and Health Services Research: To improve patient centered care for musculoskeletal conditions through studies focusing on clinical assessment and interventions. Primary areas of study include clinical guideline development, systematic reviews, studies of assessment and diagnosis, clinical and cost-effectiveness trials, prognosis, disability, rehabilitation, and health services.

3. **Education in Healthcare:** To enhance the development of curriculum, explore novel methods for content delivery and assessment, improve collaborative learning, and the utilization of innovative technologies, techniques and learning strategies within the context of healthcare education. Primary areas of study include simulation education, interprofessional education, competency based education, elearning, blended learning, clinical education, active learning strategies, professional development, and problem based learning.
4. **Health and wellness:** To produce evidence that further promotes healthy living of patients and the public. Primary areas of study include physical activity, mental health, dietetics and nutrition.
5. **Knowledge translation and health policy:** To improve the uptake, delivery, and continuity of health care based on research evidence, patient oriented outcomes, and informed decision making. Primary areas of study include knowledge translation, health policy, health economics, health services organization and management, and implementation science.

McMorland Family Research Chair in Mechanobiology

The McMorland Family Research Chair in Mechanobiology was established in 2007 to conduct studies that will clarify:

- how movement and posture are controlled to help prevent pain
- how control becomes maladaptive, promoting chronic pain and degenerative disease
- how healthy control mechanics can be restored to ease chronic pain and restore comfort and productivity for work and for family life

The first independent chiropractic institution to establish and endow its own research chair position, CMCC is committed to provide a foundational, unique body of knowledge that reaffirms chiropractic's cultural authority in the field of spinal health care.

The UOIT-CMCC Centre for Disability Prevention and Rehabilitation

The UOIT-CMCC Centre for Disability Prevention and Rehabilitation is a multidisciplinary research program operated jointly by the University of Ontario Institute of Technology (UOIT) and CMCC. The Centre, is dedicated to reducing the impact of disability on individuals and society.

The goals of the Centre are to:

- define best practices for the prevention and rehabilitation of disability
- provide a reliable source of information related to the prevention and rehabilitation of disability
- generate new knowledge through the conduct of high quality quantitative and qualitative research
- produce scientific information to help health care professionals and patients make evidence informed decisions about health care
- contribute to policy development through knowledge transfer and exchange with stakeholders

CMCC seeks to expand its culture of innovation and entrepreneurship. Increasingly, the dissemination of research is being recognized as a valuable part of research activities. This dissemination includes not only the traditional academic publications and conference presentations, but it also includes innovations and partnerships that impact economic activities and commercialization of research outputs.

Industrial and commercial activities occur in many disciplines including healthcare. Force Sensing Table Technology (FSTT®) and the Human Analogue Mannequin (HAM®), developed by CMCC, have demonstrated their potential as effective learning assessment tools leading to standardized learning at other chiropractic institutions.

Academic Policies and Procedures

The academic policies at CMCC have been developed to protect the rights and responsibilities of students and to maintain the academic integrity and ethical standards of the institution. CMCC reserves the right to change academic policies and procedures. Questions and clarification regarding policies and procedures are to be directed to the Registrar. The following is not a full list of CMCC policies. All current and full text academic and institutional policies and procedures are available on MyCMCC or from Student Services.

Academic Accommodation for Students with Disabilities

1. CMCC will provide academic accommodation to students with diagnosed and documented disabilities, as required by the Ontario Human Rights Code, subsection 10(1), and in accordance with the Guidelines on Accessible Education of the Ontario Human Rights Commission. While an academic accommodation is individualized in order to minimize barriers to education, it cannot, however, compromise standards of academic integrity or minimum academic and technical standards, patient safety or clinical standards of care. A student with an academic accommodation must be able to demonstrate the required knowledge and perform the necessary skills as required by the program.
2. Students who require academic accommodations due to a disability must notify the Registrar in writing upon admission to the program or at the time that such need is identified. Such notice must include supporting documentation signed by an appropriate registered practitioner qualified to diagnose the condition.
3. Accommodations provided by CMCC may not be used as a basis for an Academic Appeal.
4. In the event that a student does not agree with the proposed accommodation, they may seek resolution in accordance with the principles of this policy and using the procedures described below.
5. Information on an accommodation is only released on a need to know basis within the institution, or upon the student's consent for broader release of information. Personal information will be maintained and protected in accordance with CMCC policies and by the institution's designated custodian.
6. Only academic accommodations that do not impose undue hardship on either the student or the institution will be provided.

Academic Appeals Policy

1. Students have the right to a thorough, respectful, and impartial review of their concerns

when their academic status has been adversely affected by extenuating circumstances.

2. A student who fails an exam or a course may appeal for an additional opportunity to demonstrate their knowledge and understanding only if there are documented extenuating circumstances.
3. A student who believes that the result of an official re-read is unfair may appeal the decision.

Procedures

1. In all instances, students who believe an appropriate grade has not been assigned should first seek to resolve the matter with the responsible faculty member and the relevant Director of Education/Director of Graduate Studies.
2. If a student continues to challenge a grade on the basis of a concern with the grading of an exam, they are directed by the Registrar to the Examination Re-read procedures as a prerequisite to further action.
3. Where there is little likelihood of the student gaining the necessary marks from a re-read, this step may be waived by the student, who must sign a waiver. If a satisfactory resolution cannot be reached the student should contact the Director of Student Success, who will provide such assistance as may be reasonably required by the student.
4. Extenuating circumstances must be documented and brought to the attention of the Director of Student Success at the earliest possible time. It is expected that, unless there are circumstances that prevent it, notice of the circumstances will be provided within one school day after the event. Circumstances brought to the attention of the Director of Student Success after the one day period or when first available may not be used as grounds for an appeal.
5. A formal appeal must be submitted in writing to the Registrar no later than two weeks after students have been notified by the Registrar that their final grades have been posted. The appeal must be in writing and include:
 - a. the specific nature of the appeal
 - b. the grounds for the appeal
 - c. the remedy sought
 - d. supporting documentation

Supporting documentation is essential to assist the Appeals Committee in their deliberations. Such documentation could include: medical certificates, letters of reference, relevant course outlines, curricula, transcripts, previously marked assignments and/or other material that may assist the student appeal. Extenuating circumstances that existed prior to or during examinations must be documented at the time the circumstances occur and will not be considered by the Appeals Committee if not previously and appropriately dealt with as outlined in step 4, above,

and in the Deferral of Academic Requirements Policy.

6. Satisfying themselves that proper procedures have been followed, at their discretion the Registrar, in consultation with the Vice-President, Academic, may either attempt to resolve the matter in a manner deemed appropriate to all parties or refer the matter directly to the Chair of the Appeals Committee with their comments.
7. Notwithstanding the above, within five business days of receipt of an appeal the Registrar may deem the matter frivolous, vexatious or without merit and advise the student in writing that no further appeal proceedings will be instituted in the matter. In such event, the student will be entitled to appeal the decision within three business days to the President, who will confirm the decision or, alternatively, refer the matter to the Registrar to have it proceed through the appeal process.
8. The student will be informed in writing of the time and location of the meeting of the Appeals Committee and of the composition of the Committee. The student may reasonably challenge any voting member of the Appeals Committee regarding bias. The student is advised to appear on their own behalf; however, the hearing will proceed whether or not the student is in attendance. The student may bring one support person to the hearing and must notify the Chair at least one day in advance of the hearing of such attendance, the particulars of the individual, and the purpose of the attendance. The student will be advised that confidential information may be released during the meeting to which the guest will be privy. The support person may not represent or speak on behalf of the student; nor can they question members of the Appeals Committee.
9. The Appeals Committee consists of an Academic Director, not from the student's year or graduate program, who will serve as Chair, the Registrar or designate, who will serve as Secretary, three faculty members, and two students. The Chair and the Registrar are non-voting members. The two student representatives are typically the President of Students' Council and a student from the appellant's year of study.
10. Voting is conducted by secret ballot and all votes remain confidential even to the voting members of the Appeals Committee. The outcome of the appeal is determined by majority vote.
11. The Secretary will prepare a written decision setting out the reasons for the decision within five business days. The Members of the Committee shall confirm acceptance and approval of the written reasons within three business days. Dissenting members need not set out a reason for their vote unless they wish to do so. The Registrar will provide the student with the written decision of the Appeals Committee within five business days of receipt of the decision.
12. The decision of the Appeals Committee is final, subject to an appeal to the President of CMCC within three business days of the receipt of the written decision and reasons. The appeal may be made *only* on procedural grounds.
13. The President will review the case documentation for procedural correctness, prepare a written decision setting out the reasons for the decision and send the decision to the student within five business days of the request.

Academic Freedom Policy

CMCC is committed to upholding, preserving and promoting academic freedom and has adopted the Association of Universities and Colleges of Canada's *Statement on Academic Freedom* (October 2011).

1. All members of the CMCC community are required to exercise academic freedom in a responsible and professional manner consistent with the pursuit of truth and dissemination of knowledge.
2. Academic freedom does not relieve any member of CMCC from their duties or obligations inherent in their roles at the institution or as governed by legislation, common law or legal administrative principles.

Academic Honesty Policy

1. CMCC recognizes the responsibility of all students, employees and applicants to foster standards of academic honesty and integrity, and to be knowledgeable of, and act in accordance with such standards.
2. It is a breach of academic honesty to:
 - a. plagiarise or falsely claim credit for the ideas, writings, projects or creations of others
 - b. cheat
 - c. attempt to or actually alter, suppress, falsify or fabricate any research data or results
 - d. aid or abet another individual in an act of academic dishonesty
 - e. self-plagiarism, involving reuse of one's own undergraduate or graduate credited work without reference
3. All CMCC employees and students are expected to be vigilant regarding breaches of academic honesty and are responsible for taking appropriate action when it is believed that a breach of academic honesty has occurred. Any member of CMCC who fails to report the existence of a violation by another member may be found guilty of participating in the violation.
4. All suspected breaches of academic honesty will be investigated and may be subject to disciplinary action and penalty, which may include the imposition of a fine, restitution, suspension or expulsion from CMCC.

Academic Standing and Status Policy

1. Students enrolled in an academic program will be assigned an academic status at the time of registration for a designated academic year. Such status will be noted on their Grade Report or Transcript accordingly:

- **Registered Full-time** – the student is registered in 60-100% (40-100% for students with disabilities) of the total credits designated in the academic year of the program.
 - **Registered Part-time** – the student is registered in 59% or fewer of the total credits designated in the academic year of the program.
 - **Registered Non-degree/diploma** – the student is registered in a designated number of courses in the academic year of the program, but does not earn academic credit towards a CMCC degree or diploma.
 - **Promoted** – the student has been promoted into the subsequent year of the academic program, but has not yet registered.
 - **Leave of Absence** – the student is not registered; and is on an approved Leave of Absence from an academic program.
 - **Withdrawn (Voluntary)** – the student voluntarily withdrew from the program.
 - **Withdrawn (Academic)** – the student was withdrawn by the institution for academic failure or for academic/non-academic offences.
 - **Suspended** – the student was suspended from the academic program for a designated period for academic/non-academic offences.
 - **Graduated** – the student completed the requirements of and graduated from the designated academic program.
2. Students will earn an academic standing upon completion of each academic year which is denoted on their grade report, as follows:
- **Honours** – standing earned for academic excellence for students who receive an end of year GPA of 3.70 or greater.
 - **Good Standing** – standing earned when all assessments are complete and a minimum post-supplemental, end of year GPA is achieved. A minimum GPA of 2.0 is required for the undergraduate program. A minimum GPA of 3.0 is required for Graduate Studies Programs.
 - **Academic Probation** – standing earned when a student's post supplemental, cumulative end of year GPA is less than the minimum GPA required for Good Standing, provided that the student is still eligible for enrollment.
 - **No Standing** – standing assigned when a student does not complete the designated academic year.
3. Undergraduate students on academic probation must achieve a yearly GPA of 2.50 in the following year of study and must maintain this until their cumulative GPA reaches the 2.0 necessary for graduation. Failure to do so will result in the student being withdrawn for academic failure.
4. Graduate Studies Program students on academic probation must achieve a yearly GPA of 3.30 in the following year of study and must maintain this until their cumulative GPA reaches the 3.0 necessary for graduation. Failure to do so will result in the student being withdrawn for academic failure.

5. Students enrolled in a degree or diploma program must maintain continuous status of either full time or part time, or Leave of Absence within the provisions of the Program Completion Policy for their academic program.
6. CMCC may consider and grant requests by students to change their registration status in Graduate Studies Programs.

Academic Withdrawal Policy

1. Voluntary Withdrawal

- a. Students who withdraw from an academic year in a program of study before half of the year is completed, or who withdraw from the academic year prior to or on the withdrawal deadline will receive a "W" (withdrawal) on their official student record and credit will not be awarded for any courses where a final grade was not earned.
- b. A grade of "W" will not be calculated into the student's GPA at CMCC.
- c. An academic status of "Withdrawal" will be recorded on the student's transcript.
- d. Students who withdraw from an academic year in a program of study after half of the year is completed, or who withdraw after the withdrawal deadline will receive a "WF" (withdrawal with failure) on their official student record and credit will not be awarded for courses where a final grade was not earned.
- e. A grade of "WF" will be calculated into the student's GPA at CMCC.
- f. An academic status of "Withdrawn (Voluntary)" will be recorded on the transcript.
- g. The date of voluntary withdrawal will be noted on the transcript.
- h. The institution shall advise the student in writing of the terms and conditions of the withdrawal and the conditions for readmission. Any student who withdraws from the program and wishes to return must reapply. The application shall be dealt with at the sole discretion of the institution.

2. Administrative Withdrawal

- a. Students may be withdrawn from CMCC by Administration for academic failure, non-attendance, academic offences, or violation of other CMCC policies. Students who have been withdrawn from the program will receive a grade of "F" on all incomplete courses. An academic status of "Withdrawn (Administrative)" will be recorded on the transcript.
- b. The date of the administrative withdrawal will be noted on the transcript.
- c. The institution shall advise a student in writing of the terms of the withdrawal.

Access to Student Information - Third Party

1. Access to applicant or student information by a third party is prohibited except where signed consent from the applicant or student is provided, or as required by law.
2. A third party who has received signed authority on behalf of an applicant and/or student may only advocate on behalf of the student in the presence of that student.

The signed consent will allow for access to information but cannot authorize the delegation by the applicant and/or student to make decisions on their own behalf by any other party.

Attendance Policy

1. Students registered in CMCC's academic programs are required to meet attendance requirements in all aspects of the curriculum.
2. Students must attend and participate fully in all laboratories, small groups, Team Based Learning (TBL) and clinical experiences.
3. Students are required to be on time for all laboratories, small groups, TBLs and clinical experiences and to remain until the allocated time is completed.
4. Late attendance in excess of 10 minutes will be recorded as an absence.
5. Students in Years I-III are expected to limit vacations to the periods designated by CMCC as official breaks. Students with academic requirements relating to the provision of clinical care must work with their clinical supervisor(s) to ensure that their absences do not interfere with the provision of care. Graduate students are required to ensure that their absences do not interfere with the academic or clinical requirements of the program
6. Supplemental privileges will be withdrawn if:
 - a. a student misses more than 20% of laboratories, small groups, TBLs and/or clinical experiences for any course; a student may be subject to additional penalty as stated in the course outline.
 - b. a student misses more than one lab, small group, TBL and/or clinical experience in a course that has four or fewer of these sessions.
7. A student who does not report to classes, laboratories, small groups, TBL and clinical experiences in the first 10 consecutive days of the program may be deemed as in non-attendance, and could be subject to administrative withdrawal from the academic program.
 - a. In extenuating circumstances, where a student is unable to attend during the first 10 consecutive days of the program year, they must notify the Registrar in writing, at least 24 hours prior to the first day of classes for that module or academic term. It is only under these circumstances that CMCC will permit a student to be absent from the program for the first 10 days of the program.

Deferral of Academic Requirements Policy

1. A student may be granted an opportunity to defer academic requirements if, due to extenuating circumstances they are unable to satisfy the requirement at the time scheduled by the faculty member or outlined in the schedule provided by the academic program.
2. The Director of Education/Director of Graduate Studies, upon review of satisfactory documentation to support the request, may grant deferral of the academic requirement.
3. Students who wish to appeal the decision of the Director of Education/Director of Graduate Studies as it relates to a decision to not grant a deferral, may do so to the Vice-President, Academic and the Registrar. Such an appeal must be submitted, in writing with supporting documentation, within 2 business days of receiving the deferral decision.
4. Deferrals of examinations to an alternate time, will be subject to an examination fee. Such a fee must be paid in advance of writing the deferred examination. In exceptional circumstances, such fees may be waived upon the approval of the Registrar.
5. In the event a deferral of an academic requirement is not granted, a mark of zero ("0") will be recorded for the missed requirement.
6. The only documentation accepted by CMCC for the purposes of supporting a deferral request relating to student illness and/or injury is the form prescribed by the institution.
7. CMCC reserves the right to verify all documentation associated with a students' request to defer an academic requirement.

Discipline Policy

1. Student misconduct or any act that violates the policies of the institution, or breaches of conduct involving morality, ethics or legality that could affect the reputation of the institution and the chiropractic profession, or an attempt to commit or assist someone to commit such acts, is subject to discipline.
2. Any member of the CMCC community who has reason to believe that an academic offence has been committed by a student has a responsibility to report the matter promptly to the instructor of the course or to the Vice President, Academic.
3. Any member of the CMCC community who has reason to believe that a non-academic offence has been committed by a student has a responsibility to report the matter promptly to the Registrar or the Vice President, Academic.
4. In matters where there are allegations of disruptive, violent or threatening behaviour on the part of students (including but not limited to assault, vandalism, theft and similar behaviour), CMCC reserves the right to contact and/or refer the matter to the police.

5. Where the alleged misconduct presents, or has the potential to present, a threat of harm or violence to any member of the CMCC community, including the accused themselves, the institution reserves the right to impose interim measures to ensure the safety and security of all members of the institutional community. These measures may include, but are not limited to:
 - a. the temporary suspension or removal of the accused from any or all of: the academic program, the campus, clinics, or other institutionally sanctioned activities
 - b. limiting or restricting access to programs, facilities and resources
 - c. other temporary measures as deemed necessary by CMCC
6. Interim measures are deemed to be in place pending the investigation into the discipline matter and its eventual resolution, or until such time as the accused can substantiate, through an appropriate third-party professional assessment, their suitability to return to the institution and not present a threat to themselves or others in the community.
7. Students are individually responsible for their actions and/or misconduct whether acting alone or in a group and have an obligation to make responsible decisions concerning their conduct.
8. No degree shall be awarded, nor change in academic status provided, nor shall a student be allowed to withdraw from an individual course or program when an offence is alleged to have been committed, from the time an alleged offence is reported until the final disposition of the matter.
9. The procedures for handling offences reflect the gravity with which CMCC views such offences, while maintaining a student's right to fairness and due process, including a process of appeal and adherence to the Rules of Natural Justice. Assessing the gravity of an offence will not only include the alleged offence itself, but consideration may also be given to the frequency of the offence, the accused's prior discipline history, the impact of the offence on the institution, its members, its reputation, and that of the chiropractic profession, and such other factors as may be relevant.
10. CMCC retains absolute discretion as to the dissemination of all or a portion of the information relating to discipline and relevant decisions.

Procedures

Section 1: Initiating a Disciplinary Hearing

1. With respect to all disciplinary issues, the Registrar shall be available to inform the student regarding the processes and procedures.
2. At the discretion of the President, the decision making process may be commenced at any intermediate stage, and only appealed to the Board of Governors. Such appeal is discretionary in nature and only applicable to a decision of expulsion.

3. Any individual may institute proceedings by setting out in writing the nature of the complaint, the name of the accused and all particulars necessary to begin the proceedings.
4. Any complaint regarding discipline shall be received by the President in a timely manner. Within 14 days after receiving the complaint, the President shall determine whether proceedings shall be continued and a hearing be constituted (and a Disciplinary Board established), or notify the complainant that no further proceedings shall take place pursuant to the complaint.
5. In the event that a hearing is directed, the President shall inform the Discipline Board of such direction within seven days after the expiry of the time referred to above.
6. Nothing in this enactment shall prevent the President at his/her sole discretion from dealing with any complaint submitted pursuant to this enactment and imposing any penalty within the President's power.
7. In the event that a complaint is dealt with by the President, without a hearing, an accused or complainant may appeal the decision (Notice of Appeal) of the President by setting out in writing a request that a hearing be directed pursuant to this enactment.
8. The Notice of Appeal shall be in the form as approved by CMCC from time to time and must be received by the President within seven days of the accused having been notified of the decision of the President. Upon receipt of the Notice of Appeal, the President shall direct that proceedings be instituted as if a complaint had been originally directed to the President as set out above.
9. A decision of the Discipline Board made pursuant to this enactment shall supersede and render null and void the decision of the President.

Section 2: Alternate Dispute Resolution

1. Breaches of conduct may, at the discretion of the President, be referred for alternate dispute resolution.
2. In the situation where a decision has been reached through an alternate dispute resolution, the parties involved must attend before the Discipline Board, which may choose to accept, reject or amend the decisions reached through the alternate dispute resolution.
3. In the event of a rejection of the alternate dispute resolution decision, the matter shall proceed to a hearing before a Discipline Board constituted of new members who have not dealt with the matter previously.

Section 3: Discipline Board Hearings

A) Members of the Discipline Board (Board)

1. The Board appointed under this Policy to deal with an alleged offence by a student shall be appointed by the President, and consist of the President of Students' Council, a student representative from a class other than that of the accused, and three employees who carry an academic rank, each having a vote.

2. The Registrar shall be an ex-officio member of the Board with no voting privileges.
3. The President shall appoint as Chair, a non-student member from among the members of the Board. The Chair shall preside over all matters under the Board's jurisdiction and shall also have a vote.
4. The President may appoint an investigator to compile all relevant information necessary to carry out the investigation of the accused, and to preside at any proceedings that take place pursuant to the complaint.
5. In addition, the President may appoint an individual to prosecute the complaint on behalf of CMCC.
6. The President may appoint a clerk to compile and retain all records of a hearing, and to attend at all hearings for the purpose of fulfilling any directions of the Board, such as the reading of a charge and the affirming of witnesses.
7. A person appointed by the President as investigator, prosecutor or clerk may hold multiple positions.
8. In the event that a member of the Board shall be unable or unwilling to act, the member shall be replaced by an alternative member appointed by the President.
9. In the event that any member of the Board cannot act as a result of bias, or otherwise, an alternative member shall be appointed by the President.

B) Notice of Hearing

1. The Board shall notify the accused that a hearing will take place within seven days of it receiving notification by the President that a hearing shall be constituted.
2. The Board shall give all parties notice of the hearing, which shall include:
 - a. a statement of the time, place and purpose of the hearing
 - b. a statement that if the party/ies notified do not attend at the hearing, the Board may proceed in their absence, and the party/ies will not be entitled to any further notice in the proceedings.
3. Notices of hearing shall be undertaken in accordance with CMCC policies on notice to students.

C) The Hearing

1. Subpoena: The Board, on its own or at the request of the accused or prosecution, shall issue a subpoena directing any student or employee to attend at a hearing. Any person failing to comply with the terms and directions for the subpoena shall be subject to any sanction imposed by the Board.
2. Attendance of Board Members: At least one member of the Board shall attend at the time and place set out in the Notice of Hearing, at which time the complaint shall be read to the accused, and a date shall be set for the adjudication of the complaint.

3. Non Attendance: Where the Notice of a Hearing has been given to a party to any proceedings in accordance with this enactment, and the party does not attend at the hearing, the Board may proceed in their absence and the party is not entitled to any further notice in the proceedings.
4. Public Attendance: A hearing may be open to the public except where the Board, in its sole discretion, is of the opinion that the matter should be held in the absence of the public with only those persons allowed to attend as determined by the Board.
5. Order and Direction: The Board may make such order or give such direction as it considers necessary for the maintenance of order at the hearing and/or any proceedings that take place under and pursuant to the direction of the Board; and, if any person disobeys or fails to comply with any such order or direction, the Board may impose such penalty as it deems appropriate against any offender and within the power of the Board.
6. Rights of the Accused: An accused, at their discretion at the hearing may:
 - a. be represented by counsel or an agent, or act on their own behalf
 - b. call and examine witnesses and present their arguments and submissions
 - c. conduct cross-examinations of witnesses at a hearing that may be reasonably required for a full and fair disclosure of the facts in relation to which they have given evidence
 - d. choose to testify or not testify on their own behalf.
7. Testimony Under Oath: Testimony shall be given by a witness after being advised by the Chair as to the requirement to tell the truth, a warning if such evidence is not truthful, and an undertaking by the witness to abide by the same.
8. Evidence and Information: The Board may, in making its decision:
 - a. take notice of facts that may be judicially noticed
 - b. take notice of any generally recognized scientific or technical facts, information or opinions within its scientific or specialized knowledge
 - c. admit as evidence at a hearing, evidence not given or proven under "oath or affirmation"
 - d. admit, upon the Board being satisfied as to their authenticity, any documents or other things.
9. Board Decision: A decision of the Board shall be:
 - a. based upon a majority decision of the Board
 - b. kept confidential to the extent determined by the Board.

The Chair will prepare a written decision setting out the reasons for the decision within five business days of the termination of the hearing. The members of the Board shall confirm or reject acceptance and approval of the written reasons. Dissenting members need not set out a reason for their vote unless they wish to do so.

10. Notice of Decision:

- a. The Board shall, within 14 days following the conclusion of a hearing, inform the President and the Registrar of the decision of the Board, together with reasons therefore, where reasons have been given.
- b. The Registrar will provide the student with the written decision of the Discipline Board within five business days of receipt of the decision.

11. Penalty: The Board may impose one, more than one, or any combination of the following penalties:

- a. fine
- b. restitution
- c. suspension
- d. expulsion
- e. such further and other penalty as the Board may deem appropriate.

12. Disciplinary decisions rendered by the Discipline Board as they relate to the student having been found guilty of an academic offense will be recorded on the student's transcript. Other disciplinary decisions as they relate to a guilty finding on an academic offense may be recorded on the transcript at the discretion of the President.

13. No Decision: In the event that the Board is unable to come to a decision:

- a. it shall forthwith notify the President
- b. the President may direct new proceedings to be commenced, or direct that the complaint be withdrawn, in which case no further proceedings may be instituted pursuant to this charge
- c. the Registrar shall notify the accused of the President's direction.

14. Record of Proceedings: The Board shall not be required to keep a detailed account or testimony of the proceedings, but must compile a record of proceedings (which is stored in the corporate file), and which shall include:

- a. any complaint by which the proceedings were commenced
- b. the notice of any hearing
- c. any intermediate orders made by the Board
- d. all documentary evidence filed with the Board
- e. the decision of the Board, and the reasons therefore, where reasons have been given.

15. Timeliness: In the event that a penalty imposed by the Board is not satisfied within the time prescribed by the Board, it may impose such further and other penalty as it deems appropriate at the initiation of the President.

16. Indemnity: No action or proceeding whatsoever shall be commenced against any member of the Board for their having participated in the activities of the Board.
17. Irregularities: No decision of the Board shall be set aside as the result of any irregularities which take place, except at the sole discretion of the Board. The President may extend the time requirements set out in this enactment.
18. External Review: Save and except for an appeal to the CMCC Board of Governors relating solely to a decision relating to the penalty of expulsion, no decision, order, direction, declaration or ruling of the Board shall be subject to appeal, question or review in any court; and no order shall be made or process entered or proceedings taken in any court, whether by way of injunction, declaratory judgment, certiorari, mandamus, prohibition, judicial review or otherwise, to question, review, prohibit or restrain the Board or any of its proceedings.
19. The review by the CMCC Board of Governors shall be limited to the penalty imposed and shall be undertaken by the Executive Committee of the Board of Governors, in writing, by teleconference, or in person as they shall, in their sole discretion, determine appropriate.

Duplicate Diploma Policy

CMCC will offer graduates the opportunity to order up to three duplicate diplomas at a cost determined annually by CMCC. A duplicate diploma will be identical to the original except for the words "Duplicate Diploma" placed over the seal.

Examination Policy

Both CMCC and its students have shared rights and responsibilities pertaining to the administration of examinations in academic programs. The following values allow students to fully participate in their academic assessments, while ensuring that the institution can uphold its responsibility for the integrity of the assessments and their associated processes:

- a. Mutual respect for a shared commitment to creating the conditions for student success
 - b. Mutual accountability
 - c. Reciprocity in preparation, timeliness and resourcefulness
1. The examination schedule will be established prior to the commencement of the academic year, and will be communicated to students at least two weeks prior to the first day of classes.
 2. Students must be available for the entire examination periods as listed in the Academic Dates section of the Academic Calendar. Students must take examinations at the scheduled time, unless otherwise permitted in accordance with provisions of this or other policies.

3. Changes to the examination schedule (i.e. timing and location) may be made by CMCC in order to address significant circumstances that could adversely affect the overall integrity of the examination or negatively impact the opportunity for students to collectively complete the examination.
4. Alternate arrangements relating to examination scheduling, location, tools and resources permitted in the examination, or dietary needs will be made in accordance with the Deferral of Academic Requirements Policy and/or the Academic Accommodations for Students With Disabilities Policy.
5. Students who arrive late may/may not be permitted to participate in the examination at the discretion of the Director of Education/Director of Graduate Studies and in accordance with the Deferral of Academic Requirements Policy.
6. Students who become unwell during an examination and are unable to complete it must report immediately to the Director of Education/Director of Graduate Studies.
7. CMCC reserves the right to inspect or examine any tools, resources or attire to ensure compliance with policies and standards of academic integrity. Non-compliance with a request to inspect or examine such could be grounds for disciplinary action.
8. No one other than the students registered in the course for which the exam is being written, the proctors and other authorized personnel as deemed appropriate by the Director of Education/Director of Graduate Studies are permitted in the examination setting.
9. No personal belongings beyond those tools and resources authorized for the examination are permitted in the examination room.
10. Unless authorized, devices with the capacity to transmit and/or receive data, including but not limited to mobile phones and smart watches, are not permitted in examination rooms or areas used for sequestration. Possession of such will be deemed to be an academic offense.
11. In all settings, CMCC reserves the right to video and/or audio record examinations in order to ensure academic integrity and fairness.
12. The reproduction, duplication or transmission of any examination content for any purpose either within or outside of CMCC is strictly prohibited.

Grades Policy

1. The composition of a final grade includes assessments, assignments and other academic requirements in each course as prescribed in the course syllabus.
2. The minimum passing grade for students in the undergraduate program is 60% (C-)
3. The minimum passing grade for students in the Graduate Studies Programs is 73% (B).
4. Grades are recorded as follows:

| Undergraduate Program | | | Graduate Studies Programs | | |
|-----------------------|--|-------------|---------------------------|------------|-------------|
| Letter Grade | Percentage | Grade Point | Letter Grade | Percentage | Grade Point |
| A+ | 90-100 | 4.00 | A+ | 90-100 | 4.00 |
| A | 85-89 | 4.00 | A | 85-89 | 4.00 |
| A- | 80-84 | 3.70 | A- | 80-84 | 3.70 |
| B+ | 77-79 | 3.30 | B+ | 77-79 | 3.30 |
| B | 73-76 | 3.00 | B | 73-76 | 3.00 |
| B- | 70-72 | 2.70 | F | 0-72 | 0.00 |
| C+ | 67-69 | 2.30 | | | |
| C | 63-66 | 2.00 | | | |
| C- | 60-62 | 1.70 | | | |
| F | 0-59 | 0.00 | | | |
| WF | Withdrawal with Failure (grade point of 0.00 included in GPA calculations) | | | | |
| W | Withdrawal (not included in GPA calculations) | | | | |
| INC | Incomplete may be assigned by the course coordinator if there is any outstanding work. Students must resolve the outstanding work within specified time lines and meet the promotional standards before proceeding in the program. | | | | |
| TR | Transfer Credit | | | | |
| PASS | Successful completion of a non-graded course | | | | |
| FAIL | Unsuccessful completion of a non-graded course | | | | |

- The Grade Point Average (GPA) is calculated per year. The Cumulative Grade Point Average (CGPA) is calculated over the entire academic program at CMCC and is used in determining promotion and awards.
- Grade Point Averages are weighted calculations based on the grades received and the credit values of the courses.
- The GPA is determined by multiplying the grade point (related to the final mark) with the course credits for each course and dividing this sum by the total number of credits obtained. Failed courses are included in this calculation.
- Final course grades must be submitted to the Director of Education/Director of Graduate Studies within two weeks of the latter of: the last scheduled class session, or the due date of the last assessment, as detailed in the course outline. Final grades must be submitted to the Registrar's Office within one week of the Director receiving the final grades in a course.
- No grade change may be submitted any later than two weeks after students have been notified by the Registrar that their final grades have been posted, unless the student has submitted an Academic Appeal for the grade in question.

Graduation Policy

1. Students graduating from CMCC with a Doctor of Chiropractic degree must meet the following criteria necessary for graduation:
 - Successful completion of all academic program requirements with a minimum CGPA of 2.0
 - Fulfillment of all administrative and financial obligations to CMCC.
2. Students graduating from a Graduate Studies Program at CMCC must meet the following criteria necessary for graduation:
 - Successful completion of all courses and academic requirements with a minimum CGPA of 3.0
 - Fulfillment of all administrative and financial obligations to CMCC.
3. A student is deemed to have graduated if/when they have been conferred the degree or diploma for their program of study.
4. A student must fulfill all graduation eligibility criteria at least 14 days prior to the graduation date.
5. Graduation Honours are awarded to Doctor of Chiropractic graduates as follows:
 - Cum Laude: Minimum cumulative GPA of 3.70
 - Magna Cum Laude: Minimum cumulative GPA of 3.80
 - Summa Cum Laude: Minimum cumulative GPA of 3.90

The official date of graduation is the latter of the date of the Convocation ceremony or the date upon which a student is conferred their degree/diploma.

Leave of Absence Policy

1. A student may be granted a leave of absence in extenuating circumstances for a maximum of one academic year.
2. If the leave of absence is granted, a \$500 non-refundable leave of absence fee will be charged to the student or deducted from any refund owing.
3. Students who are granted a leave of absence will not be able to re-enrol in the program until the beginning of the subsequent academic year.
4. Students returning from a leave of absence are subject to the curriculum as prescribed by the academic year of re-enrolment into the program, inclusive of any curricular modifications during the absence.
5. Students on a leave of absence will retain credit for all courses that have been completed prior to the commencement of the leave.
6. Students who are granted a leave of absence will retain access to their CMCC email account and the learning management system, and are required to abide by the associated policies and procedures for their use.

7. Students on a leave of absence will be expected to maintain their clinical skills for the duration of their absence, and will be required to undergo a clinical skills assessment prior to re-entry.
8. The period for which the student is on a leave of absence shall be noted on the transcript.

Part Time Student Policy

1. A part-time student is a student enrolled at CMCC for less than 60% of a full-time student load (or 40% for students with disabilities) in the following circumstances:
 - a. Upon the recommendation of the Promotions or Graduation Committee, a student who has failed a course(s) may repeat that course(s) on a part-time basis.
 - b. Upon the recommendation of the Vice President, Academic, in cases where a student is unable to continue in the program on a full-time basis due to personal/health reason.
 - c. Upon the recommendation of the Vice President, Academic, to meet course requirements needed to transfer into the program from another accredited chiropractic program.
2. A part-time student is responsible for maintaining competence in psychomotor skills and related academic fields through a program arranged by the Vice President, Academic.
3. A student accepted as a part-time student under this provision is subject to all CMCC academic policies.
4. A part-time student will be required to pay a pro-rated tuition fee based on the number of credits for which they are enrolled and all auxiliary fees as set out in the Academic Calendar for that year.

Program Completion Policy – Graduate Studies Programs

1. The amount of time to complete the academic requirements of the Graduate Studies Programs may not exceed 150% of the amount of time allotted for full-time or part-time completion.
2. Under extenuating circumstances, extensions to the time for completion may be approved by the Vice President, Academic, upon the recommendation of the Director, Graduate Studies and the Registrar.

Program Completion Policy – Undergraduate

1. The amount of time to complete the academic requirements of the undergraduate program may not exceed five years.

2. Under extenuating circumstances, extensions to the time to completion may be approved by the Vice-President, Academic, upon the recommendation of the Registrar.

Student Promotion Policy – Graduate Studies Programs

1. Students are eligible to advance to a higher year of study when all components of the preceding year are successfully completed, or when, at the discretion of the Graduate Studies Program Student Promotion Committee, arrangements are made to allow for completion of a previous year's academic requirements.
2. A student who has two or more failed courses is deemed ineligible for promotion, and will be withdrawn from the Graduate Studies Programs.
3. A student enrolled in Year 1, 2, or 3 who, after supplemental privileges, fails a course(s) and whose post-supplemental yearly GPA is less than 3.0 will be considered to have failed the year and will be withdrawn from the program.
4. Under extenuating circumstances, at the approval of the Vice President, Academic, a student who does not complete all of the academic requirements in the prior year of study may be promoted to the subsequent year of study. Such promotion will be probationary, and the terms and conditions prescribed by CMCC.

Student Promotion Policy – Undergraduate

1. Years I, II & III:
 - a. Students are eligible to advance to a higher year of study when all components of the preceding year are successfully completed, or when, at the discretion of the Promotion Committee, arrangements are made to allow for completion of a failed course(s).
 - b. A student enrolled in Year I, II or III must pass the end of year OSCE in order to proceed to the subsequent year. Students have a maximum of two opportunities to sit the OSCE, the first examination and one supplemental.
 - c. A student enrolled in Year I, II, or III who, after supplemental privileges, fails a course(s) and whose post-supplemental yearly GPA is less than 1.70 will be considered to have failed the year and will be withdrawn from the program.
2. Year IV:
 - a. A student enrolled in Year IV must have passed all courses, all components of the clinic exit examination, and have a minimum cumulative GPA of 2.00 in order to be eligible to graduate.
 - b. The satisfactory completion of Year IV includes all quantitative and qualitative requirements of CE 4405.
3. Students who, for any reason, interrupt their full time study will be subject to additional requirements to ensure maintenance of clinical skills.

Transfer Credit Policy

1. CMCC may grant Transfer Credit for courses successfully completed at the university level, under the following conditions:
 - a. the student must have earned a minimum of a B in the course
 - b. the course for which Transfer Credit is being sought must be one which CMCC has designated as being eligible for Transfer Credit
 - c. the learning outcomes for the university level course must show significant alignment and similarity (80% or more) with the CMCC course learning outcomes, as determined by CMCC
 - d. the course(s) must have been completed within five years preceding admission to CMCC.
2. If a student is eligible for transfer credit under an Academic Pathway admission articulation agreement established between CMCC and another post secondary institution, transfer credit will be granted in accordance with the terms and conditions of the agreement.
3. A student may not be granted Transfer Credit for more than 40% of a full time academic load, unless the student has been admitted to a CMCC academic program with advanced standing.
4. CMCC may elect to offer transfer credit to a student prior to a student's request for such at the time of admission to an academic program.
5. Students in degree or diploma programs may take courses at other accredited universities for transfer credits, in accordance with Section 1 a-c, and provided that the transfer credit assessment and approval has been conducted in advance. Final approval of such is under the authority of the Vice President, Academic and is granted in the form of a Letter of Permission.
6. Transfer Credit will be recorded on the student transcript as 'TR' and will not be calculated in the student's GPA.
7. Transfer Credit will not be unreasonably withheld.
8. The awarding of Transfer Credit does not result in the reduction of associated tuition fees.

Undergraduate Student Code of Conduct: Regulated Practice

1. A student enrolled in the Doctor of Chiropractic degree program is bound by and shall comply with the statutes, regulations, standards, guidelines and policies governing the profession in Canada and any applicable province or state in which they may be residing or visiting.
2. Students are prohibited from holding themselves out or allowing themselves to be represented as a chiropractor.
3. Unless otherwise approved in writing by the Vice President, Academic, in no circumstance shall a student adjust/manipulate or allow themselves to be adjusted/

manipulated by another student without the supervision or direction of a licensed or registered member of the chiropractic profession, who is a member of the CCPA and is a faculty member of CMCC.

4. Unless otherwise approved in writing by the Vice President, Academic, a student is prohibited from providing treatment, advice, or acting in a clinical manner as it relates to a health profession for which they are is not licensed or registered in Ontario, with any person inside or outside of CMCC without the supervision and/or direction of a licensed or registered member of the chiropractic profession, who is a member of the CCPA and is a faculty member of CMCC.
5. Consent of an individual is not justification for inappropriate conduct by a student.
6. CMCC retains the right to initiate disciplinary action for any breach of conduct involving academic integrity, morality, ethics, or legality on or off CMCC property or in cases where a student conducts themselves in a manner unbecoming a member of the educational institution or the profession.

Withdrawal and Refund Policy

Students who wish to withdraw must notify the Registrar in writing, by registered mail or personal delivery. Notification of withdrawal by telephone will not be accepted. Ceasing to attend classes does not constitute withdrawal. The date of withdrawal will be determined by the date of receipt of notification by the Registrar.

1. A full refund of tuition and related fees that have been collected will be made if a student rescinds the Student Registration Agreement by providing notice to CMCC within two days of signing the Student Registration Agreement as part of annual registration.
2. A full refund of tuition and related fees that have been collected will be made if:
 - a. the student gives the institution written notice before the program start date that the student does not intend to start the program; or,
 - b. the student does not give any notice to withdraw from the program before the program start date and does not attend the first 10 consecutive days of the program.
3. A refund of tuition and related fees that have been collected for services not yet provided, is given to the student if:
 - a. they give the institution written notice of intent to withdraw after the program start date but before half of the program has been delivered, January 31 for Years I to III or November 30 for Year IV; or,
 - b. the program is discontinued or suspended for any reason.
4. CMCC calculates the refund of tuition by subtracting the amounts earned by CMCC for services provided, calculated on a monthly basis and rounded to the nearest quarter month, from the tuition fees paid in advance.

5. A refund of the student health care premium will only be made up to September 15. After that, the premium is locked in and the student has coverage for the year.
6. All other fees (Students' Council, SCCA, parking) are neither refundable nor transferable upon the commencement of the program.
7. Before any refund is given to a student, all obligations to provincial or federal funding agencies will be made by the Financial Aid office. If a student is dismissed from CMCC for any reason, there will be no refund of fees and any outstanding accounts with CMCC become immediately payable.
8. If a student is dismissed from CMCC for any reason, there will be no refund of fees and any outstanding accounts with CMCC become immediately payable.
9. If a student is entitled to and has made a demand in writing for a tuition fee refund and CMCC has not paid the amount of the refund within 30 days of the demand, or arranged for the Trustee to pay the amount of the refund within that period, the student may apply to the Trustee to have the refund directly paid to them out of the unearned tuition fee held in trust for that student [*Post-Secondary Education Choice and Excellence Act, 2000* O. Reg. 279/02, s.10.(9)]. The student will be required to present a copy of the Student Registration Agreement in the event they make a claim against the security.

Workplace Harassment and Sexual Violence Policy

1. All members of the CMCC community, and particularly those in management positions, are responsible for ensuring violence, sexual violence, harassment and discrimination are not tolerated.
2. All members of the CMCC community are responsible for reporting when they become aware of alleged actions or complaints of violence, sexual violence, harassment and discrimination.
3. Management is responsible for intervening when problems occur and for dealing with inappropriate actions that come to their attention in a fair and timely manner, in accordance with related policies and procedures.
4. When Management is aware, or reasonably ought to be aware, that domestic violence would likely expose an employee to physical injury in the workplace, CMCC will take every precaution reasonable to ensure the safety and protection of the employee.
5. CMCC will provide support to victims of violence or harassment through the Employee Assistance Program (EAP). Support for students will be provided through Student Services. Victims will also have the option of seeking support through community agencies or other services.

6. Retaliation or reprisals against anyone who has made a good faith complaint, or provided information regarding a complaint of harassment, is prohibited. Anyone who engages in reprisals or threats of reprisals may be disciplined.
7. Deliberate false accusations are of a serious nature and may result in disciplinary action.
8. All employees will receive annual training on the policy and its associated procedures, and the policy will be posted at a conspicuous place in the workplace.
9. The policy and procedures are subject to annual review as required under Bill 132.

Governance

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Dean, Research and Innovation

TBA

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Brenda Smith, BA, CPA, CA

Associate Vice President, Student Experience and Registrar

TBA

Associate Vice President, Institutional Advancement and Communications

Mara Bartolucci, BA (Hons)

President Emerita

Jean A. Moss, DC, MBA, DCH(hc), LLD(hc)

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BA (Hons) Wilfrid Laurier University, 2006
MSc York University, 2008
DC CMCC, 2012
FRCCSS(C) 2015
Tutor

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BSc Baba Farid University of Health Sciences, 2003
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Assistant Professor

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DC Palmer College of Chiropractic, 1995
BSc Regents College, 2000
Instructor

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BSc University of Toronto, 1999
DC CMCC, 2004
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BSc University of Waterloo, 1993
DC CMCC, 1997

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BSc (Hons) York University, 1975
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 MSc University of Saskatchewan, 1996
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 DC CMCC, 1993
 FRCCSS(C) 2016
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 FCCS(C) 2017
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Decina, Philip

DC CMCC, 1989
 FCCS(C) 1992
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 Associate Professor

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 Tutor

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Engel, Glenn

DC CMCC, 1967
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 FRCCSS(C) 1989
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 DC National University of Health
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Tunks, Eldon

MD University of Toronto, 1969
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DCR The College of Radiographers, 1976
 PhD University of Aalborg, 2009
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Librarians**Murnaghan, Kent**

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 MT American Society of Clinical
 Pathologists, 1971
 MSc Long Island University, 1972
 RT Canadian Society of Laboratory
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BSc University of Manitoba, 2013
 DC CMCC, 2017
 Sports Sciences, Year 2

Adeboyejo, Aleisha

BSc (Hons) McMaster University, 2012
 DC CMCC, 2017
 Clinical Sciences, Year 2

Bell, Spencer

MASc University of Toronto, 2013
 DC CMCC, 2017
 Sports Sciences, Year 2

Choi, Grand

BPHE University of Toronto, 2012
 DC CMCC, 2018
 Clinical Sciences, Year 1

Eindhoven, Evan

BSc (Hons) University of Waterloo, 2013
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Sports Sciences, Year 2

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BSCH Queen's University, 2014
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BA Kinesiology Rice University, 2014
DC CMCC, 2018
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Kurman, Kathleen

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DC CMCC, 2017
Sports Sciences, Year 2

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DC Institut Franco-Européen de
Chiropraxie - Campus Toulouse, 2018
Clinical Sciences, Year 1

Piche, Theery

DC UQTR, 2018
Sports Sciences, Year 1

Smith, Alexandra

DC CMCC, 2018
Diagnostic Imaging, Year 1

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Diagnostic Imaging, Year 2

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Boards and Licensure/Regulation

Chiropractic Examining Boards

Canadian Chiropractic Examining Board

Suite 230, 1209 – 59 Avenue SE, Calgary, AB T2H 2P6

Telephone: 403 230 5997

Fax: 403 230 3321

Website: www.cceb.ca

National Board of Chiropractic Examiners

901 – 54th Avenue, Greeley, CO 80634, USA

Telephone: 1 800 964 6223

Website: www.nbce.org

Licensure/Regulation

Federation of Canadian Chiropractic Council on Chiropractic Education Canada

5657 Spring Garden Road, Suite 502 (Box 142), Halifax, NS B3J 3R4

Telephone: 902 406 4351

Website: www.chirofed.ca

Federation of Chiropractic Licensing Boards

5401 W. 10th Street, Suite 101, Greeley, CO. USA 80634

Telephone: 970 356 3500

Website: www.fclb.org

For an electronic version of this Calendar or for information on CMCC, visit our website at www.cmcc.ca

Alternative accessible format

The Canadian Memorial Chiropractic College is committed to ensuring accessible services and communications to individuals with disabilities. To receive any part of this document in an alternate format, please contact Marketing and Communications at 416 482 2340 ext. 274 or at communications@cmcc.ca.

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