

**NEVADA STATE BOARD OF MASSAGE THERAPY**

**AGENDA ACTION SHEET**

**TITLE:** Application Review (Education)

**MEETING DATE:** August 19, 2020

**APPLICANT:** Mei Hsuan Yang  
**REVIEW UNDER:** NRS 640C.700

**BACKGROUND INFORMATION:**

Ms. Yang's massage application is before you today due to education that could not be approved administratively. Ms. Yang attended Jackson Institute in Wyoming and previously attended Lincoln Institute of Body Therapy in California. Ms. Yang is requesting to be granted a license under NRS 640C.400 or 420 and is before you today for review under NRS 640C.700. Staff's recommendation is to deny this application based on NRS.640C.580.

**ACTION:**

- Approved
- Tabled
- Denied – NRS 640C. \_\_\_\_\_
- Probatione

**PROBATION CONDITIONS: Per NRS 640C.710 Options for Respondent:**

<input type="checkbox"/> A. Report all contact with law enforcement personnel within 48 hours after such contact occurs.	<input type="checkbox"/> B. Refrain from providing outcall services.
<input type="checkbox"/> C. Submit employment offers to the staff of the Board for review and approval.	<input type="checkbox"/> D. Submit to a random drug test at respondent's expense.
<input type="checkbox"/> E. Complete an ethics course within 90 calendar days of licensure.	<input type="checkbox"/> F. Submit to the Board a complete set of Fingerprints bi-annually/annually at licensee's expense.
<input type="checkbox"/> G. Take any other action that the Board deems appropriate -	

**Required for Respondent:**

Cooperate fully with Board staff to administrate term of probation.	Responsible for all administrative fees incurred by the Board as a result of their probation compliance
Attend Probation Orientation	Comply with all laws governing massage therapy
Notify any change in address, phone number, establishment or employment to the Board office within 10 calendar days per NAC.640C.085(3)	Take any combination of the actions set forth in paragraphs (a) through (g), inclusive.

Board Meeting Application review:

Summary for Mei Hsuan Yang:

Google map printout on 6/18/2020 – indicates the building where the school's address is listed.

Email from me to Wyoming Department of Education regarding program and questions.

CAMTC lists Lincoln Institute of Body Therapy with an effective date of June 8, 2017 as an unapproved massage school. Education from this school must be submitted to CAMTC prior to June 8, 2017 for CAMTC Certification purposes.

Prepared by Tereza Van Horn, Executive Assistant



# Nevada State Board of Massage Therapy

1755 E. Plumb Lane, Suite 252, Reno, NEVADA

**Application:** License Application  
**Application Number:** OL191114040198

**Fee:** \$30.00

## APPLICATION INSTRUCTIONS

Please read the following instructions carefully before completing the application. Incomplete applications will cause delays in processing your application. If you have any questions about completing this application, visit our website listed above and click the FAQs tab.

1. Did you complete/graduate from a program of Massage Therapy with at least 550 hours? :  Yes  No
2. Did you take and pass the National Exam (NESL, NCETM, NCETMB, MBLEX, IASI, ITEC, ARCB, IIR and NCBTMB-R)? :  Yes  No

## Section 1 : Personal Information

- Include 1 current passport quality photo - No emailed photos or faxes will be accepted
- No larger than 2" x 2", front view of FACE – no profile
- Must be taken against a solid white background
- We will **NOT ACCEPT** the photo if you are wearing a hat, sunglasses, or anything obstructing any portion of your face.

**Application Type :**  **Massage Therapist**  **Structural Integration**  **Reflexology**

### Applicant Name

**Last Name :** YANG

**First Name :** MEI HSUAN

**Middle Name :**



### List all legal names previously or currently being used by you :

No record found.

### Mailing address :

**Street :**

**City :**

**State :**

**Zip :**

**Residence address (if different than the mailing address) :**  Same as mailing address

**Street :**

**City :**

**State :**

**Zip :**

**Social Security Number :**

**Date of Birth :**

**Place of Birth :** China

**Gender :**  Male  Female

**Home/Cell Phone :**

Indicate the appropriate selection; which address you would prefer to be public knowledge.

Home  Mailing  Business

Do you want to be excluded from the public mailing list? (Select one - You will still receive Board

**notifications)** Yes  No**Section 2 : Child Support Information (Pursuant to NRS 640C.430)**

Mark the appropriate response (failure to mark one of the three will result in denial of your application):

- I am NOT SUBJECT to a court order for the support of a child.
- I am SUBJECT to a court order for the support of one or more children and am in compliance with the order or am in compliance with a plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount pursuant to the order.
- I am SUBJECT to a court order for the support of one or more children and am NOT in compliance with the order or am NOT in compliance with a plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount pursuant to the order.

**Section 3 : Previous Licensure Information****Previous Licensure :**

List all jurisdictions/states in which you have ever been licensed as a Massage Therapist, Reflexology or Structural Integrationist.

 Check here if you have never been licensed in any state jurisdiction.

Jurisdiction/ State	License Number	Year Issued	Expiration Date
NM	MT8079	2015	10/31/2020

**Section 4 : Training and Education****Training :**

Contact registrar of your school/(s) and request to have official transcripts mailed directly to the Nevada State Board of Massage Therapy.

Diploma may be provided by school or applicant.

Name of School	City/State	Years from and to	Hours Completed
Jackson Institute	Rock Springs	2019 - 2019	630
Lincoln Institute of Body Therapy	Orange	2014 - 2014	600

**Transcript(s)**

Document Name	User Defined Document Name	Document Link
OL191114040198-116644-Transcript.pdf	LINCOLN INSTITUTE OF BODY THERAPY-TRANSCP	<a href="#">Document Detail</a>
191114040198-116428-Transcript.pdf	JACKSON INSTITUTE-TRANSCP	<a href="#">Document Detail</a>

**Section 5 : National Exam**

Exam Taken	Where Taken	Date Taken
NCETMB	Anaheim, CA	12/02/2014

National Exam Status : Date Received : Score Report Received 

Document Name	User Defined Document Name	Document Status
OL191114040198-116634-ScoreReportCard.pdf	NCETMB	Pass

**Section 6 : Application Screening Questions**

Please review the information you provided on this page carefully before submitting. Once saved and submitted, this cannot be changed.

1. Have you ever had any disciplinary proceedings instituted against you relating to your license to practice massage, reflexology or structural integration?

Yes  No

If yes, add the disciplinary actions below.

No record found.

2. Are you currently a party to any pending litigation related to the practice of massage therapy, reflexology or structural integration? If yes, please indicate whether you are a plaintiff or defendant and describe the nature of the litigation.

Yes  No

3. Are you currently or have you ever been required to register as a Sex Offender? (Tier I, II or III)

Yes  No

If Yes, please explain in below textbox :

4. Have you been accused of, arrested for, engaged in or solicited sexual activity during the course of practicing massage, reflexology, or structural integration on a person, with or without the consent of the person, including, without limitation, if you were an applicant or holder of a license:

- (a) Made sexual advances toward the person;
- (b) Requested sexual favors from the person; or
- (c) Massaged, touched or applied any instrument to the breasts of the person, unless the person had signed a written consent form provided by the Board;

Yes  No

If yes, fill in the following with complete and accurate information for each accusation or arrest:

No record found.

**Fingerprint Background Waiver**

**NOTICE OF NONCRIMINAL JUSTICE APPLICANT'S RIGHTS**

As an applicant who is the subject of a Federal Bureau of Investigation (FBI) fingerprint-based criminal history record check for a noncriminal justice purpose you have certain rights which are discussed below.

1. You must be notified by the **Nevada State Board of Massage Therapy** that your fingerprints will be used to check the criminal history records of the FBI and the State of Nevada.
2. If you have a criminal history record, the officials making a determination of your suitability for the job, license or other benefit for which you are applying must provide you the opportunity to complete or challenge the accuracy of the information in the record. You may review and challenge the accuracy of any and all criminal history records which are returned to the submitting agency. The proper forms and procedures will be furnished to you by the Nevada Department of Public Safety, Records Bureau upon request. If you decide to challenge the accuracy or completeness of your FBI criminal history record, Title 28 of the Code of Federal Regulations Section 16.34 provides for the proper procedure to do so:

**16.34 - Procedure to obtain change, correction or updating of identification records.** If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the

agency which contributed the questioned information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency.

3. Based on 28 CFR § 50.12 (b), officials making such determinations should not deny the license or employment based on information in the record until the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.
4. You have the right to expect that officials receiving the results of the fingerprint-based criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal or state statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.
5. I hereby authorize **Nevada State Board of Massage Therapy** to submit a set of my fingerprints to the Nevada Department Public Safety, Records Bureau for the purpose of accessing and reviewing State of Nevada and FBI criminal history records that may pertain to me.  
In giving this authorization, I expressly understand that the records may include information pertaining to notations of arrest, detentions, indictments, information or other charges for which the final court disposition is pending or is unknown to the above referenced agency. For records containing final court disposition information, I understand that the release may include information pertaining to dismissals, acquittals, convictions, sentences, correctional supervision information and information concerning the status of my parole or probation when applicable.
6. I hereby release from liability and promise to hold harmless under any and all causes of legal action, the State of Nevada, its officer(s), agent(s) and/or employee(s) who conducted my criminal history records search and provided information to the submitting agency for any statement(s), omission(s), or infringement(s) upon my current legal rights. I further release and promise to hold harmless and covenant not to sue any persons, firms, institutions or agencies providing such information to the State of Nevada on the basis of their disclosures. I have signed this release voluntarily and of my own free will.

A reproduction of this authorization for release of information by photocopy, facsimile or similar process, shall for all purposes be as valid as the original.

In consideration for processing my application I, the undersigned, whose name and signature voluntarily appears below; do hereby and irrevocably agree to the above.

**Last Name :** YANG

**First Name :** MEIHSUAN

**Middle Name :**

**Street :**

**City :**

**State :**

**Zip :**

**Date :** 12/16/2019

**Submitting Agency :** Nevada State Board of Massage  
Therapy

**Address :** 1755 E. Plumb Ln. Sulte 252,  
Reno, NV 89502

#### VETERAN

**The Nevada State Board of Massage Therapy is required by State Law to report veteran information annually. If this section applies to you, please complete the following information.**

**Have you ever served in the military:**  Yes  No

**Branch(es) of Service:** (Check all that apply)

- Army/Army Reserve
- Marine Corps/Marine Corps Reserve
- Navy/Navy Reserve
- Air Force/Air Force Reserve
- Coast Guard/Coast Guard Reserve
- National Guard

**Military Occupation Speciality/Specialities:**

**Date(s) of Service:** From To

As by Executive Order 2014-20 all professional licensing board organized pursuant to the NRS shall collect the above data and provide the information to the Nevada Department of Veterans Services.

I, **MEI HSUAN YANG** certify that I am the person described and identified in this application;  
 I have answered all the questions truthfully and completely, and any documents that I have provided in support of my application are, to the best of my knowledge, accurate.  
 I certify that I have not had any undisclosed disciplinary proceedings instituted against me relating to my license to practice massage, reflexology or structural integration and I have disclosed or have not been arrested or convicted, for any crime involving violence, prostitution or any other sexual offense.  
 I authorize all institutions or organizations, including educational institutions and organizations, employers (past and present), business and professional associations (past and present) and all governmental agencies and municipalities (local, state, federal and foreign) to release to the Nevada State Board of Massage Therapy any information, files or records required by the Nevada State Board of Massage Therapy in connection with processing this application.  
 I understand that furnishing false or misleading information or failing to furnish required information on this application may be cause for the denial, suspension or revocation of my license to practice massage therapy, structural integration or reflexology in the State of Nevada.

Name : MEI HSUAN YANG

Date : 12/16/2019

**Upload**

**Have you uploaded a current passport quality photo?**

**Has our office received your Official School Transcripts, Certificate of Completion (diploma), National Exam Official Score Report and, if applicable, Certified Statement from other jurisdictions/states?**

Yes  No

**Have you uploaded a current copy of driver's license or identification card and social security card. Names must match on driver's license and social security card. If your license has expired since you submitted your application you must include a current legible copy?**

Yes  No

**Have you uploaded a current massage therapy license, reflexology license/certificate or structural integration license. If your current massage therapist license, reflexology license/certificate or structural integration license has expired since you submitted your application you must include a current legible copy?**

Yes  No

- Please allow up to 4 weeks for processing your live scan fingerprints
- Please allow up to 6-8 weeks for processing fingerprint cards
- **Once you have submitted your completed application, please allow up to 15 business days for processing before inquiring about the status of your application.**

Document Type	Document Name	User	Defined Document Name
Certified Statement	OL191114040198-116867-Certified-Statement.pdf	NM VERIF	
Transcript	OL191114040198-116644-Transcript.pdf	LINCOLN INSTITUTE OF BODY THERAPY-TRANSCP	
Score Report Card	OL191114040198-116634-ScoreReportCard.pdf	NCETMB	
Certificate of Completion	191114040198-116492-Certificate-of-Completion.pdf		
Certificate of Completion	191114040198-116491-Certificate-of-Completion.jpg		
Current Massage License	191114040198-116490-Current-Massage-License.jpg		
Photo	191114040198-160815111122-Meihsuan Yang.JPG		
Transcript	191114040198-116428-Transcript.pdf	JACKSON INSTITUTE-TRANSCP	
Government Issued ID Card	OL191114035097-116343-Government-Issued-ID-Card.pdf		
Social Security Card	OL191114035097-115942-Social-Security-Card.pdf		

**Application Fees**

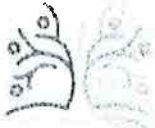
**All fees are non-refundable.**

**Fee Detail(s)**

**Payment Detail(s)**

Payment Method:  
Amount Paid:





# JACKSON INSTITUTE

20 Elk St  
Rock Springs, WY 82901  
(307) 209-4591

JACKSON INSTITUTE

NSBMT

NOV 21 2019

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Registered School No. 20-002-01

Name:  
MEIHSUAN YANG

Date of Birth:

Social Security No:

Program:  
Massage Therapy

Start Date:  
07/18/2019

Grad Date:  
11/08/2019

## OFFICIAL TRANSCRIPT

<u>Class</u>	<u>Hours</u>	<u>Grade</u>
Anatomy, Physiology & Kinesiology	125 ✓	Pass
Pathology	40 ✓	Pass
Massage Theory and Techniques: History of Massage	10 ✓	Pass
Massage Theory and Techniques: Requirements for the Practice of Therapeutic Massage	10 ✓	Pass
Massage Theory and Techniques: Effects, Benefits, Indications and Contraindications	10 ✓	Pass
Massage Theory and Techniques: Consultation and Documentation	15 ✓	Pass
Massage Theory and Techniques: Swedish Massage	125	Pass
Massage Theory and Techniques: Deep Tissue	20	Pass
Massage Theory and Techniques: Spa Oriented Therapies	40	Pass
Massage Theory and Techniques: Hydrotherapy	20	Pass
Massage Theory and Techniques: Trigger Point Therapy	20	Pass
Massage Theory and Techniques: Myofascial Release Therapy	20	Pass
Clinic Preparation	20	Pass
Sanitation & Precautions (CPR/First Aid)	20	Pass
Professional Standards, Ethics & Business Practices	60	Pass
Clinic	75	Pass

**COMPLETED HOURS: 630**

Transcripts  
Official Only  
with School Seal

School Official's Signature

WARNING: THE RED PROTECTED LOGO CONTAINS HEAT SENSITIVE

ACADEMIC



**JACKSON INSTITUTE**  
 20 Elk St  
 Rock Springs, WY 82901  
 (307) 209-4591



Student Name: Meihuan Yang

A minimum of 550 hours of instruction in the following courses before receiving a certificate:

One hundred twenty-five (125) hours of instruction in the body's systems, including, without limitation, anatomy, physiology and kinesiology;

<b>Courses that fulfill Requirements</b>	<b>Hours</b>
Anatomy, Physiology & Kinesiology	125
<u>Total</u>	<u>125</u>

Two hundred twenty (220) hours of instruction which is taken in a classroom setting with hands-on instruction in assessment, theory and application instruction, which must include not less than 80 hours in clinical instruction;

<b>Courses that fulfill Requirements</b>	<b>Hours</b>
Massage Theory and Techniques: History of Massage	10
Massage Theory and Techniques: Requirements for the Practice of Therapeutic Massage	10
Massage Theory and Techniques: Effects, Benefits, Indications and Contraindications	10
Massage Theory and Techniques: Consultation and Documentation	15
Massage Theory and Techniques: Swedish Massage	65
Massage Theory and Techniques: Deep Tissue	10
Massage Theory and Techniques: Spa Oriented Therapies	20
Massage Theory and Techniques: Hydrotherapy	10
Massage Theory and Techniques: Trigger Point Therapy	10
Massage Theory and Techniques: Myofascial Release Therapy	10
Clinic Preparation	20
Sanitation & Precautions (CPR/First Aid)	10
Clinic	75
<u>Total</u>	<u>275</u>

Forty (40) hours of instruction in pathology;

<b>Courses that fulfill Requirements</b>	<b>Hours</b>
Pathology	40
<u>Total</u>	<u>40</u>

Twenty (20) hours of instruction in business;

<b>Courses that fulfill Requirements</b>	<b>Hours</b>
Professional Standards, Ethics & Business Practices	30
<u>Total</u>	<u>30</u>

*why difference*

Twenty (20) hours of instruction in ethics;

<b>Courses that fulfill Requirements</b>	<b>Hours</b>
Professional Standards, Ethics & Business Practices	30
<u>Total</u>	<u>30</u>

*Why difference*

One hundred twenty-five hours (125) of instruction in other courses of massage therapy in a classroom setting with hands-on instruction.

<b>Courses that fulfill Requirements</b>	<b>Hours</b>
Massage Theory and Techniques: Swedish Massage	60
Massage Theory and Techniques: Deep Tissue	10
Massage Theory and Techniques: Spa Oriented Therapies	20
Massage Theory and Techniques: Hydrotherapy	10
Massage Theory and Techniques: Trigger Point Therapy	10
Massage Theory and Techniques: Myofascial Release Therapy	10
Sanitation & Precautions (CPR/First Aid)	10
<u>Total</u>	<u>130</u>

*Appear to be duplicative*





# Lincoln Institute of Body Therapy



Teaching the Art and Science of Massage

STUDENT INFORMATION

NAME: YANG, MEIHSUAN

ADDRESS:!

Height: 5-2 Weight: 105

Hair: BLK Eyes: BLK

SSAN:

Transcript Date: 12/12/2014

## STUDENT TRANSCRIPT

<u>Class Name &amp; Content</u>	<u>Hours</u>	<u>Grade</u>
<u>Circulatory Massage: 7-15-14 to 9-9-14</u> Assessment, Theory & Application - 57 Hours Anatomy & Physiology - 10 Hours Pathology - 8 Hours Ethics - 2 Hours Instructor: J. Newsted, C.M.T., B. Sobel, .M.T, A. De Leon, Director, M.T.	100	Pass
<u>Sports Massage: 7-16-14 to 9-15-14</u> Assessment, Theory & Application - 39 Hours Anatomy & Physiology - 15 Hours Pathology - 8 Hours Ethics - 1 Hour Instructor: J. Newsted, C.M.T., B. Sobel, .M.T, A. De Leon, Director, M.T.	100	Pass
<u>Warm Stone Massage: 7-18-14 to 8-15-14</u> Assessment, Theory & Application - 8 Hours Anatomy & Physiology - 5 Hours Pathology - 2 Hours Ethics - 1 Hour Instructor: J. Newsted, C.M.T. B. Sobel, .M.T, A. De Leon, Director, M.T.	25	Pass
<u>Pregnancy Massage: 8-15-14 to 10-10-14</u> Assessment, Theory & Application - 20 Hours Anatomy & Physiology - 7 Hours Pathology - 4 Hours Ethics - 1 Hour Instructor: J. Newsted, C.M.T., A. De Leon, Director, M.T.	50	Pass

Director

*Angela De Leon* 12/12/2014

When this record bears an original seal and signature, it is an official transcript.  
Student in good standing unless otherwise indicated.

Lincoln Institute of Body Therapy  
202 W. Lincoln Ave., Suite A, Orange, CA 92865  
714-998-4943 Fax: 714-998-2596  
BPPE School Code #3012471  
www.lincolnmassage.com



# Lincoln Institute of Body Therapy



Teaching the Art and Science of Massage

STUDENT INFORMATION

NAME: YANG, MEIHSUAN

ADDRESS:  
-  
-  
-

Height: 5-2 Weight: 105

Hair: BLK Eyes: BLK

SSAN:

Transcript Date: 12/12/2014

## STUDENT TRANSCRIPT

<u>Class Name &amp; Content</u>	<u>Hours</u>	<u>Grade</u>
<u>Advanced Circulatory Massage: 9-9-14 to 12-9-14</u> Assessment, Theory & Application - 39 Hours Anatomy & Physiology - 15 Hours Pathology - 8 Hours Ethics - 1 Hour	100	Pass
Instructor: J. Newsted, C.M.T., L. Petersen, C.M.T., A. De Leon, Director, M.T.		
<u>Deep Tissue Massage: 9-15-14 to 11-10-14</u> Assessment, Theory & Application - 39 Hours Anatomy & Physiology - 15 Hours Pathology - 8 Hours Ethics - 1 Hour	100	Pass
Instructor: J. Newsted, C.M.T., L. Petersen, C.M.T., A. De Leon, Director, M.T.		
<u>Reflexology Massage: 10-7-14 to 11-6-14</u> Assessment, Theory & Application - 20 Hours Anatomy & Physiology - 7 Hours Pathology - 4 Hours Ethics - 1 Hour	50	Pass
Instructor: J. Newsted, C.M.T., A. De Leon, Director, C.M.T.		
<u>Spa/Hydrotherapy Massage: 10-10-14 to 11-14-14</u> Assessment, Theory & Application - 8 Hours Anatomy & Physiology - 5 Hours Pathology - 2 Hours Ethics - 1 Hour	25	Pass
Instructor: L. Petersen, C.M.T., A. De Leon, Director, M.T.		

Director

*Angela De Leon* Date 12/12/2014

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Lincoln Institute of Body Therapy  
202 W. Lincoln Ave., Suite A, Orange, CA 92865  
714-998-4943 Fax: 714-998-2596  
BPPE School Code #3012471  
www.lincolnmassage.com



# Lincoln Institute of Body Therapy



Teaching the Art and Science of Massage

STUDENT INFORMATION

NAME: YANG, MEIHSUAN

ADDRESS:

Height: 5-2 Weight: 105

Hair: BLK Eyes: BLK

SSAN:

Transcript Date: 12/12/2014

## STUDENT TRANSCRIPT

<u>Class Name &amp; Content</u>	<u>Hours</u>	<u>Grade</u>
<u>Lymphatic Drainage Massage: 11-17-14 to 12-3-14</u>	25	Pass
Assessment; Theory & Application - 8 Hours	Clinical Practice - 2 Hours	
Anatomy & Physiology - 5 Hours	Kinesiology - 5 Hours	
Pathology - 2 Hours	Business - 1 Hour	
Ethics - 1 Hour	Hygiene - 1 Hour	
Instructor: J. Newsted, C.M.T., A. De Leon, Director, C.M.T.		
<u>Business Professionalism: 11-14-14 to 12 - 12-14</u>	25	Pass
Assessment & Theory - 15 Hours		
Business - 10 Hours		
Instructor: A. De Leon, Director, M.T., L.. Petersen, C.M.T.,		

**TOTAL HOURS:600**  
**Graduation Date: 12/12/14**

Director

*Angela De Leon* 12/12/2014  
Date

When this record bears an original seal and signature, it is an official transcript.  
Student in good standing unless otherwise indicated.

Lincoln Institute of Body Therapy  
202 W. Lincoln Ave., Suite A, Orange, CA 92865  
714-998-4943 Fax: 714-998-2596  
BPPE School Code #3012471  
www.lincolnmassage.com



## Official NCBTMB Score Report

**Meihsuan Yang**

UNITED STATES

DOB:



**Exam Name:** NCETMB

**Exam Date:** 12/2/2014

**Exam Result:** PASS

**Candidate ID:** 795844

Please accept this as the Official Score Report for the candidate listed above for the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB).

If you have any questions, please contact [scores@ncbtmb.org](mailto:scores@ncbtmb.org) or call 800-296-0664.







**NSBMT Nevada State Board of Massage Therapy**

1755 E. Plumb Lane Suite 252  
Reno, NV 89502  
Phone (775) 687-9955  
Fax (775) 786-4264

Email: [nvmassagebd@state.nv.us](mailto:nvmassagebd@state.nv.us)  
Website: <http://massagetherapy.nv.gov>

JAN 06 2020

RECEIVED

**Certified Statement from State Licensing Authority**  
**TO BE COMPLETED BY LICENSING AUTHORITY ONLY**  
(Transferring from another Jurisdiction)

Dear Sirs,

The applicant listed herein has applied to the Nevada State Board of Massage Therapy for a license for Massage Therapy. In order to complete this application, we request that you complete the following and mail to the Nevada State Board of Massage Therapy at the address listed above. Your assistance in this matter is greatly appreciated.

Sandra Anderson, Executive Director,  
Nevada State Board of Massage Therapy

Applicant Name: Meihuan Yang License Number: MT8079

To be completed by the State Licensing authority in the State(s) where you are currently or have been licensed:

**License Information**

Name: Meihuan Yang  
Date of Birth: \_\_\_\_\_  
Type of License: Licensed massage therapist  
License Number: MT 8079  
How Issued: Education  
Original Licensure Date: 02/02/2015  
Expiration Date: 10/31/2020  
Status: Active

This certified statement issued by the licensing authority in each state/territory or possession of the United States or the District of Columbia in which the applicant is or has been licensed to practice massage therapy during the immediately preceding 10 years verifying that:

The applicant  has /  has not been involved in any disciplinary action relating to their license; and disciplinary proceedings relating to this license to practice massage therapy  are /  are not pending.

Case Number: N/A Jurisdiction: N/A

Date: N/A

Name of licensing agency/jurisdiction: New Mexico Regulation and Licensing

Address: P.O. BOX 25101 State, Zip: Santa Fe, NM 87504

Signature: Cindy Flahive Date: 01/02/2020

Title: Administrative Assistant

Print agent's name: Cindy Flahive (Official Stamp)



**Nevada State Board of Massage Therapy**

1755 E. Plumb Lane Suite 252

Reno, NV 89502

Phone (775) 687-9955

Fax (775) 786-4264

Email: [nvmassagebd@state.nv.us](mailto:nvmassagebd@state.nv.us)

Website: <http://massagetherapy.nv.gov>

April 23, 2020

Jackson Institute  
20 Elk St.  
Rock Springs, WY 82901  
Attn: Registrar

Dear Registrar:

Our office received transcripts for Ms. Mei Hsuan Yang, DOB

We are requesting additional information regarding this applicant. Please provide the following:

- attendance records
- list of all massage therapy program instructors
- curriculum breakdown
- accreditation
- student practice record
- detailed outline of the massage therapy program
- list of text books used for the massage therapy program

Please **mail** the documents requested to the address listed above.

For questions, please feel free to email us at [nvmassagebd@state.nv.us](mailto:nvmassagebd@state.nv.us). We are unable to accept documents by email, please mail all documents to our address listed above.

Sincerely,

Tereza Van Horn  
Executive Assistant  
NSBMT

COPY

**Please Note: It is a misdemeanor to practice or advertise Massage Therapy without a current valid NSBMT Massage License.**



**Nevada State Board of Massage Therapy**

1755 E. Plumb Lane Suite 252

Reno, NV 89502

Phone (775) 687-9955

Fax (775) 786-4264

Email: [nvmassagebd@state.nv.us](mailto:nvmassagebd@state.nv.us)

Website: <http://massagetherapy.nv.gov>

April 23, 2020

Jackson Institute  
20 Elk St.  
Rock Springs, WY 82901  
Attn: Registrar

Dear Registrar:

Our office received transcripts for Ms. Mei Hsuan Yang

We are requesting additional information regarding this applicant. Please provide the following:

- attendance records
- list of all massage therapy program instructors - *See catalog*
- curriculum breakdown
- accreditation
- student practice record
- detailed outline of the massage therapy program - *See Catalog*
- list of text books used for the massage therapy program - *See Catalog*

Please **mail** the documents requested to the address listed above.

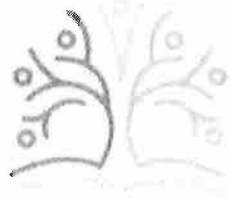
For questions, please feel free to email us at [nvmassagebd@state.nv.us](mailto:nvmassagebd@state.nv.us). We are unable to accept documents by email, please mail all documents to our address listed above.

Sincerely,

  
Tereza Van Horn  
Executive Assistant  
NSBMT



Please Note: It is a misdemeanor to practice or advertise Massage Therapy without a current valid NSBMT Massage License.



JACKSON INSTITUTE

20 Elk St

Rock Springs, WY 82901

InstituteJackson@gmail.com

(307) 209-4591

## **Catalog of Courses**

**July 1, 2019 to June 30, 2020**

**NSBMT**

JUN 08 2020

**RECEIVED**

## **Institutional Mission and Objectives**

### **Mission**

Our mission is to provide our students in the local community with a solid knowledge base of massage therapy and bodywork in a nurturing, caring environment to insure that our students have every opportunity to develop into well-educated, confident, and competent massage therapists. Our goal is to have each student acquire the essential analytical and critical abilities, attributes, and skills necessary to obtain employment as massage professionals, empowering individuals with the professional skills and development of values, including the importance of lifelong learning, necessary to achieve higher levels of career excellence in the massage industry.

### **Objectives**

- ❖ To develop students who are skilled manually and has the sensitivity needed to become a successful massage therapist.
- ❖ To provide a variety of techniques to help each student discover and develop into a unique massage therapist in support of their interests and objectives.
- ❖ To provide students with a supportive atmosphere that encourages personal and professional growth.
- ❖ To nurture a foundation of knowledge, confidence, creativity, communication and integrity.
- ❖ To instill pride and confidence in students so that they will be able to help guide their clients to a state of health and relaxation.
- ❖ To teach the therapist how to create an environment where clients feel safe, listened to, and cared for.
- ❖ To offer a well-balanced program of techniques, anatomy, philosophy, business, as well as practical experience.
- ❖ To allow our students to reach his or her full potential in a manner and time frame that is best for the individual student.

### **License Information**

- Jackson Institute is licensed with the Wyoming Department of Education in accordance with W.S. 21-2-401 through 21-2-407.
- Neither the Department of Education nor the Wyoming State Board of Education accredits or endorses any course of study being offered by Jackson Institute.
- The institution is not accredited by a regional or national accrediting agency recognized by the United States Department of Education.

### **Description of the Facilities & Type of Equipment Used for Instruction**

The Institution is located in a single story professional office building on a heavily traveled street. The administrative area is divided into a reception area, one administrative office, classroom, break room and restroom.

The institution uses the following equipment and materials in the classroom:

Instructors may utilize an overhead projector and screen during the lecture and theory portion of class. The Instructors may use DVD's and Videos on different massage modalities and techniques such as Deep Tissue, Shiatsu, Trigger Point, Myo-Fascial Release, Advanced Pregnancy and Infant Massage, etc. The Instructors may use a Dry Erase Board to display information on during lecture. The Institute uses an adult-sized replica of a Human Skeleton during class for the student to study. The Institute uses standard Massage Tables, Massage

Chairs, Massage Lotions and oils, Sanitizers, Sanitizing Wipes, Sheets, pillows and pillowcases, towels and headrest coverings. The classroom has posters displayed on the walls with detailed diagrams of the Human Muscular System, the Human Nervous System, the Human Myo-Fascial Meridians, the Human Lymphatic System, the Human Skeletal System, and the Human Hand and Foot Reflexology Charts.

## Administration

### Owner/Administrator

- **Stacy Peterson, Director, COO (Full-Time)**
  - Master of Business Administration

### Faculty

- **August Senft, CAO, Instructor (Full-Time)**
  - Massage Therapist since 2014
- **Lena Petersen, Instructor (Part-Time)**
  - Massage Therapist since 2009

## Programs

This program is delivered via Classroom Instruction

<b>Name of Program</b>	<b>Massage Therapy</b>
Program Description	This program is designed to provide students with complete and comprehensive training in all areas of massage. Students begin with the Swedish massage class. Students will learn a one-hour full-body Swedish massage routine. Also taught are basic anatomy and physiology, massage contraindications, basics of business, and ethics. This class prepares the student for entry level positions at salons, spas, chiropractic and medical offices. The students will learn many different massage techniques such as Deep Tissue, Hydrotherapy, Myofascial Release, Trigger Point Therapy, and Spa Therapies. Anatomy, physiology, and pathology courses for massage therapists are part of this program as well.
Program Mission	The mission of the massage therapist program is to train individuals in the art and science of massage therapy. The school actively promotes the study of massage therapy and part of the mission is to train adult students so as to prepare them to practice as a massage therapist.
Program Objectives	The objective of the program is to prepare students to enter the workforce as an entry-level Massage Therapist.
Total Clock Hours	630 hrs
Graduation Requirements	Attend at least 100% of the scheduled hours of instruction Attain at least grade of "pass" on assigned tests and skills assessment examinations and turn in any class projects. All tuition and fees must be paid in full. A Certificate of Completion is awarded upon the satisfactory completion of the program.
Final Tests or Exams	Yes. Students are evaluated through performance assessments.

**Course Name****Course Description**

Anatomy, Physiology  
& Kinesiology

This is an introductory course and it will enable the students to have an understanding in the relationship between the structures and functions of the human body. Students will learn the origin, insertion and actions of the main muscles in the body. (125 hrs.)

Pathology

This course is an outline of diseases specific to system structures of the body. Topics to be covered also include conditions which may be contraindicated for massage therapy. (40 hrs.)

Massage Theory and  
Techniques: History  
of Massage

As an introduction to massage therapy and theories of massage, students will learn the history of massage through the years, be able to identify historic Greeks and other important icons in the industry to include different systems and who coined their terms. Finally, students will learn the importance of understanding history of massage. (10 hrs.)

Massage Theory and  
Techniques:  
Requirements for the  
Practice of  
Therapeutic Massage

This course will assist the student in a basic understanding of both the legal and educational aspects of the scope of practice and how state legislation helps with the scope of practice. Students will also gain comprehension of why they must be aware of laws, rules and regulation that govern the industry, including the differences between certifications and licenses and why it's necessary to obtain a license to practice massage, including reasons why licenses can be revoked, cancelled or suspended. (10 hrs.)

Massage Theory and  
Techniques: Effects,  
Benefits, Indications  
and Contraindications

This course will aid the student in understanding the benefits and effects of massage and also explain its physiological and psychological effects. Additionally, the student will gain an understanding of the indications of massage on various systems in the body. Finally, the students will learn the contraindications of massage, including endangerment sites. (10 hrs.)

Massage Theory and  
Techniques:  
Consultation and  
Documentation

Students will learn how to greet clients, do consultations, learn intake, consent forms and release of records. A brief introduction on body diagrams and assessments will be taught. Students will identify client concerns and needs and how to address them in a professional manner. Finally, students will learn how to keep client records and why updating records are important. (15 hrs.)

Massage Theory and  
Techniques: Swedish  
Massage

The students will have an understanding of the 6 classifications of Swedish massage, their effects and benefits and will learn how to combine the strokes for 50- minute full body sessions. Students will also learn table height settings, how to apply lubricants, proper

	draping, correct body mechanics and grounding and centering techniques. (125 hrs.)
Massage Theory and Techniques: Deep Tissue	Students will gain an understanding of the practice and application of Deep Tissue Massage, to include its effects and benefits, as outlined and described in Mark Becks 6th Edition. Students will also learn how to apply deep tissue with thumbs, elbows and forearms. (20 hrs.)
Massage Theory and Techniques: Spa Oriented Therapies	Students will have an understanding of basic spa modalities to include, aroma therapy, stone massage, body wraps and scrubs. Students will learn the benefits and uses, procedures and protocols from Becks 6th Edition. (40 hrs.)
Massage Theory and Techniques: Hydrotherapy	The students will have a basic understanding in hydrotherapy and will be able to explain and apply various types of hydrotherapy in a clinical or spa setting. (20 hrs.)
Massage Theory and Techniques: Trigger Point Therapy	Student's will gain an understanding of what trigger point therapy is, types of trigger points, locations and pain patterns, and as well, their effects on the body. Students will gain comprehension with how to palpate and deactivate the trigger points using the techniques described in Becks 6th Edition. (20 hrs.)
Massage Theory and Techniques: Myofascial Release Therapy	Students will gain an understanding of how this modality assists with restoring the functional capacity of the myofascial system. We will uncover a brief history of this treatment, the components of connective tissue and the fascia system and of course, myofascial techniques, including postural and visual inspections. A brief review of deep tissue and its relation to benefiting myofascial release will also occur. (20 hrs.)
Clinic Preparation	Students will perform mock clinic sessions with in preparation of clinic. (20 hrs.)
Sanitation & Precautions (CPR/First Aid)	Students will gain an understanding in the paths of diseases and infection, how to maintain sanitary conditions in the work place and with themselves via practices and procedures. Students will also learn a summary of precautions. Finally, First aid and CPR will be taught. (20 hrs.)
Professional Standards, Ethics & Business Practices	Students will gain an in depth look at professional ethics for massage therapy. This will include the code of ethics according to top organizations. Students will also learn the importance of therapeutic relationships, ethical touch as well as ethical business practices and business practice in general. (60 hrs.)



Clinic Students are required to perform 100 hours of clinic in the form of 1 hour or 90 minute sessions. Students are encouraged to perform all modalities learned within the curriculum, however ultimately the goal is to understand the clients' individual needs and meet them through the application of creating a session tailored for each client. The school may also offer weekly therapies or spa treatments and the student will be required to practice those skills learned with the general public. (75 hrs.)

Total Hours 630 hrs.

### **Admission Requirement**

Applicants to our program are required to have an interview with the director or chief administrator prior to acceptance into the program. All application forms and agreements must be complete and fees paid prior to, or on, the first day of class

- Student must have graduated from high school, or earned a GED and be 18 years of age.
- Be physically able to perform and receive massage therapy
- Have a professional attitude
- Be financially capable to satisfy all costs of the program
- Credit for previous education or training may be approved at the discretion of the chief administrator. The student will be asked for transcripts and a practical or written examination may be required to prove competency in the subject that the student is asking credit for. Previous education or training must have occurred within six years of the student asking for such credit at Jackson Institute. Education or training obtained longer than six years ago will not be accepted for transfer. There is no charge for transfer credit or review.

### **Enrollment Procedures**

This process is followed to enable the student to enroll for programs.

#### **Step 1**

- The admissions office is to provide the following documents to each enrolling student
- An enrollment agreement
- A copy of the official school catalog

#### **Step 2**

- Upon receipt of the High School diploma, the applicant must sign the enrollment agreement and the form acknowledging receipt of the school catalog. Upon the institution's receipt of those documents, an authorized representative of the institution must also sign the enrollment agreement. The student is officially enrolled in the institution.

#### **Step 3**

- The admissions and records officer will receive the initial payment from the student and deliver all funds received to the school's designated Financial Officer and receive a receipt for such delivery. That receipt will be placed in the student's file.
- A copy of the completed Enrollment Agreement must be provided to the student.
- A receipt for payment received shall be provided to the student.

#### **Step 4**

- The admission and records officer will provide to the student the course textbook(s) and course materials for the program for which the student has enrolled.

#### Step 5

- The student data is entered into the database utilized by the institution.

#### Step 6

- The admissions and records office worker will open a student file with the following documents.
- Enrollment Agreement
- Receipt of Catalog acknowledgement
- HS diploma
- Start and make appropriate entries on the Student Financial Ledger

#### Step 7

- The admissions and records office worker will prepare the following documents for the instructor.
- Attendance Card (for instructor's use)
- Student Grade Record (for instructor's use)

#### Step 8

- At this time instruction may begin.

### **Textbook**

Theory & Practice of Therapeutic Massage by Mark Beck, 6<sup>th</sup> Edition  
ISBN #: 978-1285187587

### **Attendance**

Students are expected to complete 100% of the class hours. Excused absences will be allowed with prior notice in the case of illness, or immediate family emergency at the discretion of the chief administrator. All missed class time must be made up. Repeated absences will result in the student advisement by the chief administrator and may lead to dismissal from the program. Students who are more than 10 minutes tardy for class on three occasions will be considered an unexcused absence and may be grounds for advisement from the chief administrator and possible dismissal from the program. The student must complete the course within a maximum time frame of one and one-half (1 ½) times the length of the course as stated in the enrollment agreement.

### **Leave of Absence Policy**

Should circumstances be such that a leave of absence is to be requested, a student must submit an application for a leave of absence to the main campus: Jackson Institute, 20 Elk St, Rock Springs, WY 82901. The written notice must contain a statement of the nature of the request. At the discretion of the Chief Academic Officer, a leave may be granted for a reasonable time, as warranted by the circumstances. If a student repeatedly resorts to the use of a leave of absence, and if such applications show a pattern of delays, or should the issuance of a leave of absence be such that it would significantly interfere with the planned completion of a program of study, the Chief Academic Officer may, in his/her sole discretion, dismiss a student from the program and issue the appropriate refunds as may be required.

## **Grading**

Grades are awarded on a pass / fail basis. Checklists are used by instructors to record student acquisition and mastery of assorted skills. Students must achieve a "pass" rating on all quizzes and skill demonstrations. All students will be required to achieve a cumulative score of 70% on all quizzes in order to qualify to take the final exam.

**Pass / Fail Standards on Skills Examinations:** All students will be required to hand in a completed weekly skills course evaluation sheet prior to taking the final skills exam. All students must have passing marks on all skills in order to qualify to take the final skills exam. The weekly skills course evaluation sheets must be signed and dated by an instructor for each skill attempted. Passing or failing marks on weekly skills are evaluated by the student's cognitive understanding of the skills and achievement of the skills psychomotor objectives. All students will be required to pass the final skills examinations with 70% proficiency. The standard of 70% proficiency will be graded by evaluation and monitoring of skill time limits and critical criteria for each skill.

**Makeup Procedures for Quizzes and Tests:** All students will be allowed 5 (five) makeup quizzes. Makeup's are only for quizzes that were graded below the 70% pass requirement. Quiz make ups will be given 0/5 hours before class begins on any day prior to the final skills testing. Only one Quiz can be taken on any given day. All students will be allowed 1 (one) makeup final exam. The makeup final exam will not be re-administered on the same day as the failed final exam. The final makeup exam must, however, be taken no later than 14 days after the original failed final exam was administered.

If the student has not completed the coursework and earned a grade at the end of the program, the instructor may issue one of the following grades.

**I Incomplete** If the program has not been completed, the instructor may grant an "I" on a two-month extension of the term, at no additional tuition cost, when the student is making satisfactory progress and the instructor believes that an extension of time will permit satisfactory completion. At the end of this period, a final grade must be recorded.

**W Withdraw** The student may withdraw from any program before the end of the term. At the end of the term, the instructor may withdraw the student from the program and issue a W when the instructor believes the student's progress is insufficient to warrant an extension. A student who withdraws or is administratively withdrawn must retake the course and is responsible for a new tuition payment for that course of study.

## **Tutoring**

The institution will provide tutoring services for an hourly fee \$10. By appointment only.

The institution will provide academic advising. By appointment only.

This institution does not provide orientations, airport reception services, housing assistance or other services. Further, this institution maintains a focus on the delivery of educational services. Should a student encounter personal problems which interfere with his or her ability to complete coursework, this institution will provide assistance in identifying appropriate professional assistance in the student's local community but does not offer personal counseling assistance. This institution offers reasonable accommodations to disabled individuals who request special accommodation be made.

## **Academic Freedom**

Jackson Institute is committed to assuring full academic freedom to all faculty. Confident in the qualifications and expertise of its faculty members, the college encourages its faculty members to exercise their individual judgments regarding the content of the assigned courses, organization of topics and instructional methods, providing only that these judgments are made within the context of the course descriptions as currently published, and providing that the instructional methods are those official sanctioned by the institution, methods for which the institution has received oversight approval. Jackson Institute encourages instructors and students to engage in discussion and dialog. Students and faculty members alike are encouraged to freely express views, however controversial, as long as they believe it would advance understanding in their specialized discipline or sub-disciplines.

## **Student Records and Transcripts**

Student records for all students are kept permanently. Students may inspect and review their educational records. To do so, a student should submit a written request identifying the specific information to be reviewed. Should a student find, upon review, that records that are inaccurate or misleading, the student may request that errors be corrected. In the event that a difference of opinion exists regarding the existence of errors, a student may ask that a meeting be held to resolve the matter. Each student's file will contain student's records, including a transcript of grades earned. Transcripts will only be released to the student upon receipt of a written request bearing the student's live signature. No transcript will be issued until all tuition and other fees due the institution are paid current.

## **Privacy Act**

It is this institution's intent to carefully follow the rules applicable under the Family Education Rights and Privacy Act. It is our intent to protect the privacy of a student's financial, academic and other school records. We will not release such information to any individual without having first received the student's written request to do so, or unless otherwise required by law.

## **Student Conduct**

Students are expected to behave professionally and respectfully at all times. Students are subject to dismissal for any inappropriate or unethical conduct or for any act of academic dishonesty. Students are expected to dress and act accordingly while attending this institution. At the discretion of the school administration a student may be dismissed from school for reasons including, but not limited to:

- Coming to class in an intoxicated or drugged state.
- Possession of drugs or alcohol on campus.
- Possession of a weapon on campus.
- Behavior creating a safety hazard to other person(s).
- Disobedient or disrespectful behavior to other students, an administrator or instructor.
- Stealing or damaging the property of another.

Any students found to have engaged in such conduct will be asked to leave the premises immediately. Disciplinary action will be determined by the Chief Administrator of this institution and such determination will be made within 10 days after meeting with both the chair of the department in which the student is enrolled and the student in question.

## **Nondiscrimination Policy**

This institution is committed to providing equal opportunities to all applicants to programs and to all applicants for employment. Therefore, no discrimination shall occur in any program or activity of this institution, including activities related to the solicitation of students or employees on the basis of race, color, religion, religious beliefs, national origin, sex, sexual orientation, marital status, pregnancy, age, disability, veteran's status, or any other classification that precludes a person from consideration as an individual. Please direct any inquiries regarding this policy, if any, to the Chief Administrator who is assigned the responsibility for assuring that this policy is followed.

## **Sexual Harassment**

This institution is committed to providing a work environment that is free of discrimination, intimidation and harassment. In keeping with this commitment, we believe that it is necessary to affirmatively confront this subject and express our strong disapproval of sexual harassment. No one associated with this institution may engage in verbal abuse of a sexual nature; use sexually degrading or graphic words to describe an individual or an individual's body; or display sexually suggestive objects or pictures at any facility or other venue associated with this institution. Students are responsible for conducting themselves in a manner consistent with the spirit and intent of this policy.

## **Academic Probation and Dismissal Policies**

The Chief Administrator may place a student on academic probation if the student is not making satisfactory academic progress as per this institution's published policy. The student's grade point average will be monitored at the end of each enrollment period as the grades are posted. Should the student's GPA fall below that required for graduation, a student may be placed on academic probation. This will result in a formal advisory, which will be sent to the student by mail, explaining the reason for the probation. If the student wishes to appeal the formal advisory, the student is to submit a written request for an administrative academic review to the school main campus: Jackson Institute, 20 Elk St, Rock Springs, WY 82901. After the completion of the currently enrolled term, the student will have two additional terms to bring his or her grade point average up to or exceeding the minimum standard of the institution. Thereafter, the student's failure to achieve satisfactory academic progress may result in dismissal from the program. The Chief Administrator will offer assistance in locating a suitable tutor, should such service be requested by the student. Any student seeking a tutor is financially responsible for the cost of all such tutoring.

Violations of the Harassment or Discrimination Policy of this institution will become part of the student's record. Depending on the severity and/or frequency of the violation(s), the Faculty may take disciplinary action, including administrative withdrawal from the institution. A student who has become subject to disciplinary action may submit an appeal to the Chief Academic Officer per the institution's Grievances policy.

## **Re-Admission Policy for Dismissed Students**

Students who have been withdrawn/dismissed from the institution for a period of greater than one year must reapply for admission. Students who have been dismissed from the institution for reasons other than conduct issues may apply for readmission.

## **Student Grievance Procedures – Student Rights**

Most problems or complaints that students may have with the school or its administrators can be resolved through a personal meeting with the student's instructor or a counselor. If, however, this action does not resolve the matter to the satisfaction of the student, he/she may submit a written complaint to the main campus: Jackson Institute, 20 Elk St, Rock Springs, WY 82901.

The written complaint must contain a statement of the nature of the problem, the date the problem occurred, the names of the individuals involved, copies of documents if any, which contain information regarding the problem, evidence demonstrating that the institution's complaint procedure was properly followed, and the student's signature. The student can expect to receive a written response within ten business days.

## **Placement Services**

Doctors, spas, and massage businesses often send notices of employment opportunities to the school. These notices will be posted on the job placement board as we receive them. Students are welcome to look through the notices at any time the office is open. The school will be glad to provide letters of recommendation to our qualified students for presentation to potential employers. Graduation from our program in no way guarantees that the student will find employment in the field of massage therapy.

## **Refund Policy**

This Refund Policy applies to both Withdrawn and Dismissed Students.

The institution provides for a three-business-day cooling-off period during which time the student may rescind the contract and receive a refund of all money paid. The cooling-off period will not end prior to midnight of the third business day after the latest of the following days:

- the day the student signs an enrollment agreement;
- the day the student pays the institution an initial deposit or first payment toward tuition and fees; or
- the day that the student first visits the institution, if the program lasts more than 30 consecutive calendar days.

After the three-business day cooling off period, the institution shall issue a refund for unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal. A withdrawal for the current term or from the school may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. A notice of cancellation for the current term or from the school shall be in writing and submitted to the school administrative office. Cancellation is effective on the date written notice of cancellation is sent to the school administrative office at 20 Elk St, Rock Springs, WY 82901 or by email to [institutejackson@gmail.com](mailto:institutejackson@gmail.com).

## Calendar

We observe all federal holidays.  
2019 Holiday Schedule:

<b>Date</b>	<b>Holiday</b>
Tuesday, January 1	New Year's Day
Monday, January 21	Birthday of Martin Luther King, Jr.
Monday, February 18*	Washington's Birthday
Monday, May 27	Memorial Day
Thursday, July 4	Independence Day
Monday, September 2	Labor Day
Monday, October 14	Columbus Day
Monday, November 11	Veterans Day
Thursday, November 28	Thanksgiving Day
Wednesday, December 25	Christmas Day

2020 Holiday Schedule:

<b>Date</b>	<b>Holiday</b>
Wednesday, January 1	New Year's Day
Monday, January 20	Birthday of Martin Luther King, Jr.
Monday, February 17*	Washington's Birthday
Monday, May 25	Memorial Day
Friday, July 3**	Independence Day
Monday, September 7	Labor Day
Monday, October 12	Columbus Day
Wednesday, November 11	Veterans Day
Thursday, November 26	Thanksgiving Day
Friday, December 25	Christmas Day

Course Title: Anatomy, Physiology & Kinesiology

Clock Hours: 125 hours total.

Course Description: This is an introductory course and it will enable the students to have a understanding in the relationship between the structures and functions of the human body. Students will learn the origin, insertion and actions of the main muscles in the body.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and explain the 10 basic systems of the body and be able to idealize and communicate how the body relates with structures and functions. These systems include: the integumentary system, the reproductive system, excretory system, digestive system, respiratory system, endocrine system, nervous system, circulatory system, the skeletal system and of course the muscular system.

Learn and explain on an introductory level, cells, enzymes, tissues and their relationship with the body.

Learn and explain anatomical terms and meanings.

Learn and explain body cavities and organs, as well as regions and structures of the human body.

Learn and demonstrate the location with origin, insertion and actions of the major muscles in the body, including the muscles of the upper extremities, muscles of the lower extremities, muscles of the torso, muscles of the neck and head and muscles of the face. Students will be asked to demonstrate palpation of the individual muscles as well.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.





Method of Evaluation & Weighted Percentages:

50% Hands on Participation    50% Hands on Exam.

Course Outline: The syllabi will be taught according to classroom size, length of discussion necessary and any re reading of materials presented that may be required on behalf of students, as recommended by the instructor.

The syllabi will begin with an introduction to the levels of complexity of living matter and will continue throughout the scheduled itinerary, noted in the calendar.

\*\* The muscular system is the last system to be taught and it will fall accordingly with the introduction and lessons beginning with kinesiology.

- a. Levels of complexity of living matter from page 72.
  - b. An understanding of cells, enzymes and tissues, from page 73-79.
  - c. Anatomical position of the body, terms and meanings from pages 88-89.
  - d. The human bodies cavities, organs and structure from pages 90-95.
  - e. The human reproductive system from pages 259-265.
  - f. The excretory system from pages 256-259.
  - g. An understanding of the digestive system and the trace of food from pages 252-256.
  - h. The breath and the respiratory system from pages 248-252.
  - i. An introduction to the endocrine system from pages 240-248.
  - j. A lesson in anatomy and physiology with the Nervous system from pages 215-240.
  - k. A lesson in the circulatory system including the immune system and its function and relation to gland and organs from pages 185-215.
  - l. An introduction to the integumentary system from pages 95-108.
  - m. The skeletal system including bony landmarks and bone types from pages 108-124.
  - n. A lesson in the muscular system and its relation to kinesiology from pages 124-140.
1. In this lesson of kinesiology students will learn the origin, insertion and action of the major muscle groups. Students will be asked to demonstrate these muscles via palpation throughout the duration of the practical portion of the program. Course outline as follows:
    - a. Muscles of the upper extremities including back, chest, rotator cuff, arm, hands and fingers from pages 145-159.
    - b. Muscles of the lower extremities including, lower trunk muscles that insert into the lower extremities', adductors, muscles of the thigh and lateral rotators, lower leg, foot, and also to include the abdominals found on pages 160-170.
    - c. Muscles of the torso including muscles of respiration, muscles that act on the spine, muscles of the neck and head found on pages 170-179.
    - d. Muscles of the face from pages 180-181.

A hands on test will be given at the end of the lesson plan. Method of evaluation with visual observation in determining the students knowledge with palpation in kinesiology. Any reading and homework is given at the instructor's recommendations.

Course Title: Pathology

Clock Hours: 40 hours total

Course Description: This course is an outline of diseases specific to system structures of the body. Topics to be covered also include conditions which may be contraindicated for massage therapy.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and Explain the common dysfunctions of the muscular system from atrophy to lupus.

Learn and explain the skeletal disorders from arthritis types to spinal curvatures.

Learn and explain neurological disorders, including multiple sclerosis, Parkinson's, strokes to neuritis.

Learn and explain disorders /diseases of blood from anemia to leukemia and phlebitis to hematomas.

Learn and explain common diseases of the endocrine system like Addison's from the sex glands to diabetes mellitus from decreased insulin from the pancreas.

Learn and explain respiratory disorders from the common cold to tuberculosis.

Learn and explain irritable bowel syndrome, diverticulitis and malabsorption within the digestive system.

Learn and explain what happens when waste products are retained within the body as excretory pathology.

Learn and explain the common disorders of the reproductive system from uterine fibroids to testicular cancer.

Learn and explain common disorders that are contraindicated for massage therapy.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Course Outline:

1. We will learn about the dysfunctions of the muscular system, including strains, contractures, atrophy and tendonitis from pages 142-145.
2. Skeletal and joint disorders will be taught and discussed from pages 118-122.
3. Pathologies of the nervous system as outlined from pages 231-237 will be discussed.
4. Disorders and diseases of the blood will be discussed including lecture from pages 196-203.
5. The endocrine system will be explored and its common diseases from pages 242-246.
6. The respiratory system and disorders will be taught from pages 250-252.
7. Diseases of the digestive system will be explored through instructor dialogue including malabsorption, irritable bowel syndrome and diverticulitis.
8. A brief discussion on what happens when waste products are retained from pages 256.
9. Students will gain a brief idea of common reproductive disorders from instructor dialogue from ovarian fibroids and cancer to testicular cancer.

As a conclusion to pathology the students will explore the Beck's 5<sup>th</sup> edition to combine a set of pathologies which contraindicate massage therapy. This will be a homework assignment and will constitute as part of their grade in pathology.

Any reading and homework will be given at the instructor's request given student needs to meet passing scores.

Course Title: Massage Theory and Techniques: History of Massage

Clock Hours: 10 hours total

Course Description: As an introduction to massage therapy and theories of massage, students will learn the history of massage through the years, be able to identify historic Greeks and other important icons in the industry to include different systems and who coined their terms. Finally, students will learn the importance of understanding history of massage.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and Explain why massage is known as one of the earliest practices for relief of pain and discomfort.

Learn and explain why massage is natural and instinctive for some illnesses and injuries.

Learn and Identify 3 historic Greeks who professed the benefits of exercise and massage.

Learn and explain how developments in the 19<sup>th</sup> century influenced modern massage therapy.

Learn and describe basic differences in the massage systems.

Learn and be able to educate why massage practitioners should know massage history.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Course Outline:

1. The syllabi will be taught according to classroom size, length of discussion necessary and any re reading of materials presented that may be required on behalf of students, as recommended by the instructor. An introduction of Massage and root words of massage from Becks 5<sup>th</sup> Edition in Chapter 1 page 3.
  - a. Massage in Ancient time, an early practice of pain management and a time line of important people throughout the history of massage up to 2005. Found on pages 4-7.
  - b. The development of Modern Massage Techniques and how it helps naturally with pain from pages 11-13.
  - c. The decline of massage in the 20<sup>th</sup> century and contemporary developments in massage from pages 13-19
  - d. Massage Systems from around the world and who coined terms in modalities commonly practiced from pages 19-22.

A hands on test will be given at the end of the week. Reading and homework is given at the instructor's recommendations.

Course Title: Massage Theory and Techniques: Requirements for the Practice of Therapeutic Massage

Clock Hours: 10 hours total

Course Description: This lesson will assist the student in a basic understanding of both the legal and educational aspects of the scope of practice and how state legislation helps with the scope of practice. Students will also gain comprehension of why they must be aware of laws, rules and regulation that govern the industry, including the differences between certifications and licenses and why its necessary to obtain a license to practice massage, including reasons why licenses can be revoked, cancelled or suspended.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and explain what is Scope of Practice.

Learn and explain the educational and legal aspects of Scope of Practice.

Learn and explain why it is important to understand laws, rules and regulations around massage therapy.

Learn and explain the difference between certification and licensure and why its necessary to obtain licensing in order to practice massage therapy.

Learn and explain how a license may be jeopardized and subject to revocation, suspension or cancellation.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

#### Course Outline

1. The syllabi will be taught according to classroom size, length of discussion necessary and any re-reading of materials presented that may be required on behalf of students, as recommended by the instructor. Students will get an in depth look at the requirements for the practice of massage therapy outlined in Chapter 2 pages 25-31.
  - a. Students will learn the term "Scope of Practice" from page 25.
  - b. Legislation definitions will be understood as outlined on pages 26.
  - c. Why licensing is the law, including licensing and regulations, found on pages 27-28.
  - d. Students will learn why education is important and areas of reference required. Information from Becks 5<sup>th</sup> edition, pages 29.
  - e. Students will learn about how licenses can be revoked, cancelled or suspended. We will examine these ideas from pages 30.
  - f. Finally, students will learn the differences between certification and licensing which is discussed in Becks 5<sup>th</sup> edition on page 31.

A hands on test will be given at the end of the week. Reading and homework is given at the instructor's recommendations.

Course Title: Massage Theory and Techniques: Effects, benefits, indications and contraindications

Clock Hours: 10 hours total

Course Description: This lesson plan will aid the student in understanding the benefits and effects of massage and also explain its physiological and psychological effects. Additionally, the student will gain an understanding of the indications of massage on various systems in the body. Finally, the students will learn the contraindications of massage, including endangerment sites.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and explain the physiological and psychological effects of massage therapy.

Learn and explain the effects of massage on the circulatory, muscular, and nervous systems.

Learn and explain the effects of massage on the skin.

Learn and explain contraindications, including absolute, regional and conditional contraindications.

Learn and demonstrate endangerment sites on the body.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.



Method of Evaluation & Weighted Percentages:

50% Hands on Participation    50% Hands on Exam

Course Outline:

1. An introduction to the historical evidence on the course outline from Becks 5<sup>th</sup> edition Chapter 6 pages 269-270. The syllabi will be taught according to classroom size, length of discussion necessary and any re reading of materials presented that may be required on behalf of students, as recommended by the instructor.
  - a. Effects and Benefits of Massage will be explored from pages 270-277
  - b. The physiological effects found on pages 270-271
  - c. Effects on the muscular system page 271
  - d. Effects on the Nervous system page 272
  - e. Effects on Neurotransmitters page 273
  - f. Students will gain an understanding on the effects of massage on pain from Becks 5<sup>th</sup> edition on pages 274.
  - g. We will uncover the effects of massage on the circulatory system on pages 275-277.
  - h. Conditions that are relieved through therapeutic massage will be explored and found on page 277-278.
  - i. We will uncover the contraindications of massage therapy in a general manner, as well as exploring infectious diseases, inflammation, cancer, various veins and osteoporosis. These topics will be explored via Becks 5<sup>th</sup> edition and found on pages 278-286.
  - j. Students will learn al of the endangerment sites including location and structures of concern from the Becks 5<sup>th</sup> Edition as outlined on page 287.

A hands on test will be given at the end of the week. Any reading and homework is given at the instructor's recommendations.

Course Title: Massage Theory and Techniques: Consultation and Documentation

Clock Hours: 15 hours total

Course Description: In this lesson plan students will learn how to greet clients, do consultations, learn intake, consent forms and release of records. A brief introduction on body diagrams and assessments will be taught. Students will identify client concerns and needs and how to address them in a professional manner. Finally, students will learn how to keep client records and why updating records are important.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and Explain the importance of client consultation before a massage session.

Learn and explain how to screen clients while making appointments.

Learn and explain how to determine client needs and expectations of the clients.

Learn and explain why setting policies and procedures are important and how that shapes boundaries. Learn and explain what a treatment plan is.

Learn and explain which records should be kept and why they should be updated.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Course Outline:

1. Students will learn important and identifying questions when the clients calls to schedule their first appointment, policy and procedures to keeping records. We will learn these ideas from Becks 5<sup>th</sup> Edition in Chapter 9. The daily lesson will plan will be determined by length of discussion necessary, reading on behalf of students and also classroom size.
  - a. We will uncover the consultation to include stating policies both verbally and in writing, intake forms and treatment plans. Students will learn how to identify market style clients and learn ques on when the wrong type of client is calling from pages 320-325.
  - b. Students will be able to identify client needs and expectations from pages 321.
  - c. Students will learn what informed consent, body diagrams, records release and developing a treatment plan should look like. We will use Becks 5<sup>th</sup> edition on pages 324-327.
  - d. Documentation and client files will be reviewed and discussed and we will also learn about updating records and its importance from pages 327-329.
  - e. Students will do mock consultations, practicing eye contact and a firm hand shake.
  - f. Students will get the opportunity to become familiar with reading and assisting on the completion of filling out forms.

A hands on test will be given at the end of the lesson plan. All Reading and homework is given at the instructor's recommendations.

Course Title: Massage Theory and Techniques: Swedish Massage

Clock Hours: 125 total hours

Course Description: The students will have an understanding of the 6 classifications of Swedish massage, their effects and benefits and will learn how to combine the strokes for 50- minute full body sessions. Students will also learn table height settings, how to apply lubricants, proper draping, correct body mechanics and grounding and centering techniques.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

- Learn and demonstrate Swedish Massage Therapy.
- Learn and demonstrate strokes based off of needed outcomes.
- Learn and demonstrate proper table setting for individual height.
- Learn and demonstrate how to apply lubricants.
- Learn and demonstrate proper draping methods.
- Learn and demonstrate grounding and centering techniques.
- Learn and demonstrate How to ground and center.
- Learn and demonstrate how to Stretch for self care.
- Learn and demonstrate how to SOAP chart.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail Must have a passing score of at least 70%.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Class outline:

Topic 1: The 5 classifications of Swedish massage movements, as well as its effects and benefits.  
Chapter 10 page 335-336

- a. Touch (superficial to deep)
  - b. Gliding and Effleurage (Aura stroking superficial deep)
  - c. Kneading movements (Petrissage, fulling, skin rolling)
  - d. Friction (superficial, circular, transverse, compression, rolling, wringing, etc.)
  - e. Percussion (tapping, cupping, slapping, hacking, beating)
1. Application of Swedish massage techniques. Chapter 10 pages 339-362
    - a. Review of the applications utilizing the text and teacher demonstration.

Topic 2: Demonstrate correct procedures for draping the client. Pages 398-404

- a. Top cover draping, half body and diaper draping.
1. Correct stances for Massage Therapy. Pages 378-379.
    - a. Learning horse and archer stance for delivery of powerful strokes.
  2. Preparing the client for a session. Pages 389-392 and 628-634
    - a. Discussion of intake forms, informed consent and LMT policies.
    - b. Client assistance on and off of the table.
    - c. Proper use of bolsters/body support.
  3. Maintaining contact during session. Page 405-406
    - a. Understanding the importance of contact and quality of touch.
  4. The client consultation and treatment plan. Pages 320-322 & 326-327.
    - a. Determine client needs
    - b. Perform assessment, as needed.
    - c. Obtaining intake and conformed consent and reviewing for complete forms.
  5. Performing Swedish massage to the back and posterior legs. From chapters 12 pages 419-420.

Topic 3: Explaining and demonstrating passive and active joint movements. Page 362-363

- a. How to hold and support limbs
- b. Assessment ROM in various joints.
1. Understanding the effects and benefits of joint movements. Page 364-368
  - a. How it warms and lubricates joints.
  - b. How to affect the proprioceptors and mechanoreceptors in surrounding tissue.
  - c. Lymph and venous stimulation.
2. Knowledge of rhythm and pressure, as it is applied to a therapeutic massage. Page 368-369
  - a. How to work with clients in a needs-based format.
  - b. When and where with rhythm and pressure.
3. Understanding breathing for client relaxation. Page 425
  - a. How to apply/ teach breathwork to clients.
4. Proficiency of Swedish massage to anterior legs, arms, face, scalp, chest, and stomach. Pages 426-449.

Topic 4: Various hand and body exercises to benefit the massage therapist. Pages 374-375

- a. Stretching the hands and fingers.
- b. Learning stretches for the neck, shoulders, and back.
1. Understanding why it's important to develop strong flexible hands. 377-378
  - a. Discussion on injury prevention for massage therapists.
2. Concepts and methods of grounding and centering. 381-386
  - a. Learning how to center from the Dan Tien.
  - b. Learning The wheel, grinding corn, advance and retreat.
3. Successful in a 50-minute full body Swedish massage.

Topic 5: A finishing touch. Pages 459-460.

- a. Introducing the last touch for a massage session and its benefits.
- b. Understanding "The state of relaxation".
1. The ability to answer any client questions concerning after effects of the massage session. Page 460-461
  - Completing the treatment. Page 423, 460
    - a. Lights up, bolster removal and conscious awareness for the client.
    - b. Nutritional suggestions for water consumption.
    - c. What the client can expect following the massage.
    - d. Setting up future appointments.
2. Intro to SOAP notes. Pages 328-331
  - a. What does S.O.A.P mean?
  - b. How to write a soap note.
  - c. Client confidentiality. HIPPA laws.
3. SOAP note abbreviations for charting.

- a. Abbreviations for direction and position.
- b. Abbreviations for treatment.
4. Completion of a 50-minute Swedish massage with variations.
  - a. Massage beginning supine.
  - b. Massage beginning prone.

Topic 6: In these final weeks of Swedish massage the students will perform as if in a clinic setting from introduction to client consultation, practicing with intake forms, records release and informed consent. Students will practice stretching, grounding and centering and of course. perform various Swedish type sessions, from focus work to full body massage based off of partner (mock client) needs. The student's will then chart utilizing the format in Becks 5<sup>th</sup> edition. Students will be graded on above stated methods to prove basic understanding of the course work.

Students will be evaluated through visual observation and scored each week. A hands on test will be given at the end of the week. Reading and homework is given at the instructor's recommendations.

Course Title: Massage Theory and Techniques: Deep Tissue

Clock Hours: 20 hours total.

Course Description: Students will gain an understanding of the practice and application of Deep Tissue Massage, to include its effects and benefits, as outlined and described in Mark Becks 5<sup>th</sup> Edition. Students will also learn how to apply deep tissue with thumbs, elbows and forearms.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition. Itemized

Objectives:

Learn and demonstrate vertical and perpendicular movement.

Learn and demonstrate Learn and demonstrate pressure with thumbs, elbows and forearms.

Learn and demonstrate body mechanics for deep pressure

Learn and demonstrate traction.

Learn and demonstrate transverse plane releases.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.



Method of Evaluation & Weighted Percentages:

50% Hands on Participation    50% Hands on Exam

Class Outline:

Students will gain an understanding of deep tissue techniques and how to apply various parts of their body to enhance this therapeutic approach using Becks 5<sup>th</sup> Edition, Chapter 15 pages 593-598.

1. Addressing deep fascia through directional strokes. Pages 593-598.
  - a. Vertical Pressure: Descending towards the bone through the muscle and the fascia. Pg. 593.
  - b. Perpendicular movement: In the direction towards of the fascia targeted for release. Pg 593.
2. Learn and demonstrate proper body mechanics with various pressure with thumb bracing and with elbows and forearms. Pg. 594. and via teacher demonstration.
3. Learn and demonstrate how to perform traction from pages 594-595.
4. Learn and demonstrate Transverse Plane Releases via pages 596-597.
5. Practical application of deep tissue once lecture is completed.

Students will be evaluated through visual observation through the week and graded accordingly at the end of the week based off of the grading format. There will be a hands on test at the end of week to determine student comprehension.

Course Title: Massage Theory and Techniques: Spa Oriented Therapies

Clock Hours: 40 hours total.

Course Description: Students will have an understanding of basic spa modalities to include, aroma therapy, stone massage, body wraps and scrubs. Students will learn the benefits and uses, procedures and protocols from Becks 5<sup>th</sup> Edition.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and understand the history of spa roots.

Learn and demonstrate aromatherapy, including carrier oils, diffusers, common oils, aroma massage and essential oil blends.

Learn and demonstrate stone massage, including stone types, effects of stones, safety and sanitation with stones and contraindications for stone massage.

Learn and demonstrate various wraps including seaweed wraps, applications, unwrapping, cleaning and finishing.

Learn and demonstrate scrubs, to include various scrub and exfoliation types, preparation, cleansing the body, exfoliating, and moisturizing the body.

Learn and Understand various spa company policies and philosophies, spa equipment, customer service, and employment opportunities within a spa setting.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Class Outline:

1. The syllabi will be taught according to classroom size, length of discussion necessary and any re-reading of materials presented that may be required on behalf of students, as recommended by the instructor.

a. The students will learn about the history of spa across the globe including types of spas, and spa practices. From chapter 14 pages 485-498.

b. Students will learn about aromatherapy to include, diffusers, carrier oils, common types of essential oils, to include their effects and uses. Chapter 14 pages 510-113.

c. An understanding of stone and aroma therapy massage including various oils and stones used and applications will be taught and practiced. Additionally, students will learn the uses, benefits and contraindications of stone and aroma massage found on pages 502-507.

d. Practical application of syllabi once lecture is completed.

e. The students will continue learning spa therapies and will focus on body wraps. The Becks 5<sup>th</sup> edition will be used to give explanation found on Chapter 14 pages 513 and pages 522-528.

f. We will wrap up spa week with learning and practicing exfoliation and scrubs, cleaning the body and applying moisturizers, found on pages 515-522.

g. Students will learn and identify spa policies and philosophies, spa equipment, customer service basics and various employment opportunities commonly found for this type of service from Becks 5<sup>th</sup> edition on pages 529-542.

h. Practical application of syllabi once lecture is completed.

A hands on test will be given at the end of the lesson plan. Any reading and homework is given at the instructor's recommendations.

Course Title: Massage Theory and Techniques: Hydrotherapy

Clock Hours: 20 total hours

Course Description: The students will have a basic understanding in hydrotherapy and will be able to explain and apply various types of hydrotherapy in a clinical or spa setting.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and explain hydrotherapy as a therapeutic aid.

Learn and explain the effects of different water temperatures on the body.

Learn, explain and demonstrate 5 uses of heat on the body

Learn, explain and demonstrate at least 3 ways of applying cold applications.

Learn and describe the effects of water treatments on the body.

Learn and explain contraindications, safety rules, and time limits for various hydrotherapy treatments.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation    50% Hands on Exam

Class outline:

1. The syllabi will be taught according to classroom size, length of discussion necessary and any re-reading of materials presented that may be required on behalf of students, as recommended by the instructor.
  - a. In this week's lesson the students will learn and be able to understand hydrotherapies including the body's reactions to water treatments, the use and effects and contraindications of heat and cold from Becks 5<sup>th</sup> edition in chapter 13 pages 463-467.
  - b. Students will gain comprehension and process of application of various applications of cryotherapies from pages 468-472.
  - c. We will uncover the types, uses and process for heat applications from Becks 5<sup>th</sup> edition, pages 473-477.
  - d. Student's will learn the types of baths and treatment indications, to include procedures. This will be found on pages 477-481.
  - e. This week will conclude with learning about contrast therapy, reviewing contraindications, safety rules and time limits for hydrotherapy.

A hands on test will be given at the end of the week. Reading and homework is given at the instructor's recommendations.

Course Title: Massage Theory and Techniques: Trigger Point Therapy

Clock Hours: 20 hours total

Course Description: In this week's lesson, student's will gain an understanding of what trigger point therapy is, types of trigger points, locations and pain patterns, and as well, their effects on the body. Student's will gain comprehension with how to palpate and deactivate the trigger points using the techniques described in Becks 5<sup>th</sup> Edition.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and Identify active, latent, central, attachment, satellite, and associate trigger points.

Learn and explain the physiopathologic reflex arc.

Learn and identify locations of common trigger points and their referral patterns.

Learn and explain endplate theory.

Learn and demonstrate flat and pincer palpation and trigger point release.

Learn and demonstrate position release and restoring muscle to its resting length.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation    50% Hands on Exam

Class outline:

1. The syllabi will be taught according to classroom size, length of discussion necessary and any reading of materials presented that may be required on behalf of students, as recommended by the instructor.
  - a. Student's will gain comprehension of trigger point therapy in understanding what trigger points are from Becks 5<sup>th</sup> Edition Chapter 15.
  - b. Understanding the types of trigger points, from latent to active and from satellite to central trigger points, from pages 551-552. Understanding the term physiopathologic will be taught from page 552.
  - c. The outlines of trigger points and their referral patterns will be taught and directed for palpation from pages 553-555.
  - d. Student's will also learn the term end plate theory and its identifiers, found on pages 557-558.
  - e. An explanation and demonstration of palpating and deactivating trigger points with pincer and flat palpation, as well as trigger point pressure release will be taught from pages 558-562.
  - f. An explanation and demonstration of position release to inactivate trigger points and how to restore muscle to its resting length will be uncovered through the assistance of Becks 5<sup>th</sup> Edition on pages 562-564.

A visual observation on behalf of the instructor will be done to determine the students knowledge. To conclude this week's lesson a hands on test will be given at the end of the week. Reading and homework is given at the instructor's recommendations.

Course Title: Massage Theory and Techniques: Myofascial Release Therapy

Clock Hours: 20 hours total

Course Description: Student's will gain an understanding of how this modality assists with restoring the functional capacity of the myofascial system. We will uncover a brief history of this treatment, the components of connective tissue and the fascia system and of course, myofascial techniques, including postural and visual inspections. A brief review of deep tissue and its relation to benefiting myofascial release will also occur.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and explain the history of myofascial massage.

Learn and explain the components of the connective system.

Learn and explain the fascial system including fibroblasts, plasma cells, collagen fibers and elastin fibers. Learn and explain properties of fascia.

Learn and demonstrate both visual and postural inspections of tissue.

Learn and demonstrate myofascial technique's including skin rolling, muscle rolling, cross handed stretch, the "J" stroke cross fiber stretch.

Review and demonstrate deep tissue techniques (including traction) and learn how they assist in myofascial release therapy.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage



Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Class outline:

1. The syllabi will be taught according to classroom size, length of discussion necessary and any re-reading of materials presented that may be required on behalf of students, as recommended by the instructor.

- a. In this week's lesson we will introduce myofascial release therapy beginning with the history of this technique found in Chapter 15 on pages 578-588.
- b. Students will gain an understanding of the fascial system including cells and fibers, found on pages 579-582.
- c. The fascial system will continue to be explored as students identify this 3 dimension network from pages 583-584. The students will also review the properties of fascia found on page 586.
- d. Students additionally will be taught assessments and inspections. We will learn from Beck's 5<sup>th</sup> Edition on page 585.
- e. Students will learn myofascial techniques. An introduction on direct techniques on page 587.
- f. Skin rolling page 588, Muscle rolling and cross handed stretch from pages 589-590.
- g. The "J" stroke will be introduced on page 590-592. Cross fiber stretch will be taught as well from page 592.
- h. Students will review traction and deep tissue techniques and their relation to myofascial release found on pages 593-596.

Visual observation is performed on behalf of the instructor to determine student knowledge. This week's lesson will conclude with a hands on test. Reading and homework is given at the instructor's recommendations.

Course Title: Clinic Preparation

Clock Hours: 20 total hours

Course Description: Students will perform mock clinic sessions with in preparation of clinic.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 6<sup>th</sup> Edition.

Itemized Objectives:

Demonstration of Introduction

Demonstration of review of Intake forms

Demonstration of Client Consultation

Demonstration of 50 minute full body massage

Demonstration of grounding and centering.

Prerequisites: A passing grade in History, Requirements, Effects, Consultation and Swedish Massage is required.

Required Textbook: Mark F Beck 6<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*Must have a passing score of at least 70%.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Class outline: In this final week the students will perform as if in a clinic setting from introduction to client consultation, practicing with intake forms, records release and informed consent. Students will practice stretching, grounding and centering and of course. perform various massage sessions, from focus work to full body massage based off of partner (mock client) needs. The student's will then chart utilizing the format in Becks 6<sup>th</sup> Edition.

Students are to be evaluated through visual observation on behalf of the instructor.

Students will be graded for hands on and classroom participation and will constitute for 50% of the grade

A hands on exam will be given worth 50% of the grade to show proficiency with a full body 50 minute exam.

Course Title: Sanitation & Precautions (CPR/First Aid)

Clock Hours: 20 hours total.

Course Description: In this lesson students will gain an understanding in the paths of diseases and infection, how to maintain sanitary conditions in the work place and with themselves via practices and procedures. Students will also learn a summary of precautions. Finally, First aid and CPR will be taught.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and explain the need for laws that enforce the strict practice of sanitation.

Learn and explain the path of disease and infection.

Learn and explain different forms of bacteria and grouping of bacteria and the diseases and illness associated with these types of bacteria.

Learn and explain how to maintain sanitary conditions and differentiate between disinfection, sanitation and sterilization.

Learn and Identify universal precautions.

Learn and demonstrate how to sanitize surfaces in a massage facility.

Learn and Identify safety practices and procedures for massage therapists.

First Aid and CPR as required.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Course Outline:

1. The syllabi will be taught according to classroom size, length of discussion necessary and any re-reading of materials presented that may be required on behalf of students, as recommended by the instructor. Students will learn the universal safety and sanitation precautions for massage therapists. We will explore this topic from Becks 5<sup>th</sup> Edition found on Chapter 8 pages 305-317.
  - a. Uncovering the path of disease and infection from pages 306-308.
  - b. Understanding the 3 forms of bacteria from pages 307-308.
  - c. How to maintain sanitary conditions and an understanding of terms including sterilization, disinfectants and sanitizing. This information will come from Becks pages 309-311.
  - d. We will learn about the universal precautions and indicating factors to protect ourselves from the path of disease, found on pages 311-313.
  - e. Students will learn about proper practices for sanitizing surfaces in a massage facility, including tables, bolsters, face cradles, floors, and other surfaces. This is found on pages 313-314.
  - f. We will conclude the lesson with learning safety practices and procedures specific to massage therapists as outlined on Becks 5<sup>th</sup> edition on pages 315-317.

A hands on test will be given at the end of the two weeks. Reading and homework is given at the instructor's recommendations.

Course Title: Professional Standards, Ethics and Business Practices

Clock Hours: 60 total hours

Course Description: In this lesson students will gain an in depth look at professional ethics for massage therapy. This will include the code of ethics according to top organizations. Students will also learn the importance of therapeutic relationships, ethical touch as well as ethical business practices and business practice in general.

Method of Instruction: Lecture, discussion, demonstration and outlines via Becks 5<sup>th</sup> Edition.

Itemized Objectives:

Learn and explain the Code of Ethics

Learn and define what are boundaries

Learn and explain the therapeutic relationship

Learn and explain ethical touch

Learn and explain ethical business practices

Learn and explain how communications skills are effective in business.

Learn and explain building a professional image with resumes and developing a business name.

Learn and explain Beginning in business, business planning and operations.

Learn and explain basics in bookkeeping, including start up costs and needs.

Learn and explain marketing concepts including target markets, promotions, advertising and public relations.

Prerequisites: N/A

Required Textbook: Mark F Beck 5<sup>th</sup> Edition of Theory and Practice of Therapeutic Massage

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages:

50% Hands on Participation 50% Hands on Exam

Class Outline:

1. Students will begin this lesson in Ethics and business practices from the Becks 5<sup>th</sup> Edition found in Chapter 3 and Chapter 11. The syllabi will be taught according to classroom size, length of discussion necessary and any re reading of materials presented that may be required on behalf of students, as recommended by the instructor.
  - a. WE will learn the meaning of Code of Ethics from the AMTA and from NCBTMB found on pages 33-35.
  - b. Students will then gain an understanding in boundaries including interpersonal space, appearance, self-disclosure, language and money and time from pages 36-40.
  - c. The therapeutics relationship will be explored and defined using terms like power differential, transference and counter transference found on pages 40-45.
  - d. Ethical touch will also be explored and examined including studies and conditioned responses around touch and arousal and how to desexualize massage therapy. We will use the Becks 5<sup>th</sup> edition as a guide with pages 45-49.
  - e. Supervision to include mentorship will be looked at and understood through discussing pages 51. We will also examine the reasons for supervision found on page 50.
  - f. Students will continue to learn about ethics and how it relates to business practices. We will discover ideas and concepts from Becks 5<sup>th</sup> edition on pages 54-55.
  - g. Building a professional image and business name will be examined and students will take time to create a mock website to explore how they may want to build their own business utilizing the lesson plan.
  - h. From chapter 22 we will discuss various business practices, including resume writing page 810-810.
  - i. Students will learn how to do basic business planning from mission statement to strategic planning found on pages 817-820.
  - j. The foundations for start up including cost and needs will be discussed from pages 822-836.

- k. Business practices will conclude with business promotions, marketing ideas and advertising. We will discuss the topics using Becks 5<sup>th</sup> edition from page 846-852.

This concludes the lesson plan. A hands on test will be given at the end of the week. Reading and homework is given at the instructor's recommendations.



Course Title: Clinic

Clock Hours: 75 hours total

Course Description: Students are required to perform 75 hours of clinic in the form of 1 hour or 90 minute sessions. Students are encouraged to perform all modalities learned within the curriculum, however ultimately the goal is to understand the clients' individual needs and meet them through the application of creating a session tailored for each client. The school may also offer weekly therapies or spa treatments and the student will be required to practice those skills learned with the general public.

Method of Instruction: This will be a practical observation of massage therapy and will be supervised by an employee of the school, either a clinic supervisor or school instructor. Instructors/Supervisors will be required to give feedback, either verbally or written, at end of each clinic day in which the student attends. This is to encourage development and growth of the massage therapist in a nurturing and educational manner, so the student is properly prepared to enter the work force in an entry level position for massage therapy.

Itemized Objectives: The objective is to assist the student in making healthy habits in massage therapy from consultation to documentation, boundaries and ethics, applying grounding and centering techniques, proper body mechanics, and of course, the ability to perform quality massage services to the general public.

Prerequisites: Lessons from previous weeks required to participate in clinic.

Required Textbook: No required text books, however intake forms, informed consent (students must review them) and a client written review will be part of daily clinic.

Supplemental Resources: Table, oils, lotions, creams, linens, salts or sugar for scrubs and supplies and materials for body wraps.

Outside Activities: None

Grading Scale: Pass/Fail \*A passing score of at least 70% required.

Method of Evaluation & Weighted Percentages: 25% of The students grade will be based upon the clients review with either a pass with a good review, or fail with a poor review.

The other 75% of the grade will be based on performance of the modality or therapy requested, and , as well, professionalism and self care, to include consultation and documentation, boundaries and ethics, grounding and centering, and also proper body mechanics .

# JACKSON INSTITUTE

20 Elk St  
 Rock Springs, WY 82901  
 (307) 209-4591

JACKSON INSTITUTE

Registered School No. 20-002-01



Name: MEIHSUAN YANG  
 Date of Birth: \_\_\_\_\_  
 Social Security No: \_\_\_\_\_

Program: Massage Therapy  
 Start Date: 07/18/2019  
 Grad Date: 11/08/2019

## CLINICAL HOURS LOG

Week (MM/DD-MM/DD)	Intake Review/Gait Analysis/ Other	Actual Massage Time	SOAP Form/ Treatment Form	Total	Instructor Initials	Student Initials
08/12-08/16 ✓	25mins	4hrs&10mins	25mins	5hrs	CS	my
08/19-08/23 ✓	25mins	4hrs&10mins	25mins	5hrs	CS	my
08/26-08/30 ✓	25mins	4hrs&10mins	25mins	5hrs	LP	my
09/03-09/06 ✓	20mins	3hrs&20mins	20mins	4hrs	CS	my
09/09-09/13 ✓	25mins	4hrs&10mins	25mins	5hrs	LP	my
09/16-09/20 ✓	30mins	5hrs	30mins	6hrs	CS	my
09/23-09/27 ✓	25mins	4hrs&10mins	25mins	5hrs	CS	my
09/30-10/04 ✓	35mins	5hrs&50mins	35mins	7hrs	CS	my
10/07-10/11 ✓	30mins	5hrs	30mins	6hrs	LP	my
10/15-10/18 ✓	20mins	3hrs&20mins	20mins	4hrs	CS	my
10/21-10/25 ✓	30mins	5hrs	30mins	6hrs	CS	my
10/28-11/01 ✓	30mins	5hrs	30mins	6hrs	LP	my
11/04-11/08 ✓	55mins	9hrs&10mins	55mins	11hrs	LP	my
				Total: 75hrs		

# JACKSON INSTITUTE

20 Elk St  
Rock Springs, WY 82901  
(307) 209-4591

JACKSON INSTITUTE

NSBMT

JUN 08 2020

RECEIVED

Registered School No. 20-002-01

Name: MEIHSUAN YANG Date of Birth: Social Security No:

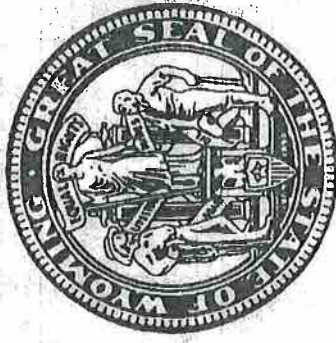
Program: Massage Therapy Start Date: 07/18/2019 Grad Date: 11/08/2019

## ATTENDANCE RECORD

2019	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
JUL																		E	E			E	E	E	E			E	E	E						
AUG	E	E			E	E	E	E				E	E	E	E	E			E	E	E	E	E		E	E		E	E	E						
SEP	H	E	E	E	E	E			E	E	E	E	E			E	E	E	E	✓			E	E	E	E										
OCT	E	E	E	E			E	E	E	E				H	E	E	E	E				E	E	E	E		E	E	E	E						
NOV	E			E	E	E	E																													
DEC																																				
JAN																																				
FEB																																				
MAR																																				
APR																																				
MAY																																				
JUN																																				
																TOTAL:		80																		

CODE: E- ENTERED, W- WITHDRAWN, H-HOLIDAY

DEPARTMENT OF EDUCATION  
STATE OF WYOMING



NSBMT  
JUN 08 2020  
RECEIVED

PRIVATE SCHOOL  
REGISTRATION  
POST SECONDARY PROPRIETARY SCHOOL

**Jackson Institute**

IS A REGISTERED SCHOOL

THIS IS TO CERTIFY THAT THE ABOVE NAMED SCHOOL LOCATED AT

**20 Elk St. Rock Springs, WY**

MEETS THE MINIMUM STANDARDS FOR REGISTRATION PURSUANT TO  
THE PRIVATE SCHOOLS LICENSING ACT, WYO. STAT. 21-2-401 ET. SEQ.

**20-002-01**

Number

**JUNE 30, 2020**

Expiration Date



IN WITNESS WHEREOF, is affixed the seal  
of the Wyoming Department of Education  
this **1<sup>st</sup>** day of **July** **20 19**

*Elaine Marces*  
Elaine Marces  
Private School Licensing Program Manager

(NOT TRANSFERABLE)



**Nevada State Board of Massage Therapy**

1755 E. Plumb Lane Suite 252

Reno, NV 89502

Reno Phone (775) 687-9955

Fax (775) 786-4264

Email: [nvmassagebd@state.nv.us](mailto:nvmassagebd@state.nv.us)

Website: <http://massagetherapy.nv.gov>

July 17, 2020

Mei Hsuan Yang

Re: Notice of meeting of the Nevada State Board of Massage Therapy to consider your character, alleged misconduct, competence, or physical or mental health.

Dear Ms. Yang:

In connection with your Application Review, the Nevada State Board of Massage Therapy (Board) may consider your character, alleged misconduct, competence or physical or mental health at its meeting on August 19, 2020. Pursuant to Governor Steve Sisolak's Emergency Directive 006, there will be no physical location for this meeting. Participants can join the meeting via Zoom. The meeting will begin at 9:00 a.m:

Register in advance for this meeting:

<https://zoom.us/j/98844482882?pwd=YnVWeHBaMEtWZWFnZmdJRXRwYlpgQT09>

After registering, you will receive a confirmation email containing information about joining the meeting.

Meeting ID 988-4448-2882

Password 246012

The meeting is a public meeting. You are not required to attend; however, attendance is recommended. Pursuant to NAC 640C.070 your completed investigation results may be discussed. You may choose to have an attorney or other representative of your choosing present during the meeting, present written evidence, provide testimony, present witnesses relating to your character, alleged misconduct, professional competence, or physical or mental health. Please be aware you are one of many agenda items, and the Board may take items out of order. The meeting may last until 4:30 p.m.

If the Board determines it necessary, after considering your character, alleged misconduct, professional competence, or physical or mental health whether in a closed meeting or open meeting, it may take administrative action against you at this meeting. This informational statement is in lieu of any notice that may be required pursuant to NRS 241.034. This notice is provided to you under NRS 241.033.

In the event you need an interpreter, please provide one at your own expense.

If you have any questions, please feel free to contact the office at (775) 687-9955.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sandra J. Anderson".

Sandra J. Anderson  
Executive Director

9489 0090 0027 6226 3397 08

COPY

## Tereza Van Horn

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**From:**  
**Sent:** Tuesday, July 7, 2020 12:35 PM  
**To:** Tereza Van Horn  
**Subject:** Re: Jackson Institute

The Wyoming Department of Education licensed Jackson Institute starting July 1, 2019. Their license expired June 30, 2020 and they have decided not to renew their application for the 2020-2021 year.

While this allows the school to offer educational services in the state of Wyoming, the department does not validate or endorse any institution or their quality of education.

Should you have any questions, please let me know.  
~Elaine

On Mon, Jul 6, 2020 at 11:30 AM Tereza Van Horn <[tvanhorn@lmt.nv.gov](mailto:tvanhorn@lmt.nv.gov)> wrote:

Ms. Marces,

I hope all is well.

We are reviewing school education for a student that attended Jackson Institute from July 2019 to November 2019.

We see that the school is currently approved by your organization. I was hoping you could assist me with some information regarding this school.

Was a unscheduled visit completed? Is this required?

Does this school have any disciplinary actions that we should be made aware of?

Can you tell me when they received their initial approval to open?

Was the education reviewed for accuracy since massage is not a regulated profession in WY?

Was 20 Elk St in Rock Springs, WY there only location?

I know this seems to be a lot. However, we have some concerns about this school being a diploma mill for Massage. The student has already attended a program in CA that was defined as a diploma mill.

Please advise. You can email me or call me with any questions.

Tereza Van Horn

Executive Assistant/Management Analyst II

Nevada State Board of Massage Therapy

1755 E. Plumb Lane Suite 252

Reno, NV 89502

(775) 687-9953

[tvanhorn@lmt.nv.gov](mailto:tvanhorn@lmt.nv.gov)

--

**Elaine Marces**

Education Consultant

***E-Mail to and from me, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.***

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Google Maps 19 Elk St



Image capture: Jun 2019 © 2020 Google

Rock Springs, Wyoming



Street View

