Objective:

The Massage Therapy Program at ACC is designed to meet the needs of individuals planning to apply for the National Certification Examination and State Jurisprudence Examination. Our goal is to provide the highest quality of education and training so that we may meet the following objectives:

- To instruct, enhance and assist the student in learning all components of the Massage Therapy State Curriculum.
- To gain a comprehensive understanding of the workings and interrelationships of all systems of the body through anatomy, physiology, pathology and biomechanics.
- To help the student understand and recognize the indications and contraindications of massage therapy, as well as understand and be able to communicate the benefits it can provide.
- To develop and apply knowledge of the prevention and spread of disease, as well as maintaining sanitary working environments and good personal hygiene.
- To teach students to be proficient and excel in the practical application of massage therapy techniques and client relationships.
- To teach the necessary skills to plan, develop and operate a successful business within the Laws and Rules of the State and other governing institutes.

Accreditation

The Alvin Community College Massage Therapy Program (herein also referred to at the “School”) has been providing massage therapy education according to guidelines set forth by the Texas Department of State Health Services (TDSHS) since 1994. Our program strictly adheres to the Rules and Regulations, Ch. 140, set forth by the TDSHS.

Massage Therapy Program Outline

The state of Texas and the Texas Department of State Health Services requires a minimum of 500 hours of education to become eligible to receive a massage therapist license. The Massage Therapy Program at Alvin Community College offers the 500 hour program that satisfies the minimum hour requirement.

<table>
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<tr>
<th>Course List</th>
<th>Minimum Hours Required by TDSHS</th>
<th>ACC 520 Hour Massage Therapy Program</th>
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<td>Swedish Massage Therapy Technique</td>
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<td>Human Anatomy &amp; Physiology</td>
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<td>Business Practices &amp; Professional Ethics</td>
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<td>Human Health &amp; Hygiene</td>
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<td>Other Massage Therapy Techniques</td>
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<td>Internship</td>
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<td><strong>TOTAL HOURS FOR PROGRAM:</strong></td>
<td><strong>500</strong></td>
<td><strong>539</strong></td>
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</table>
The following is a list of the required course work for the Massage Therapy Program:

**MSSG 1011 Fundamentals of Massage Therapy I: Swedish Massage (128 hrs)**

This is a 125 hour course instructed by a licensed massage therapy instructor. The course work will include instruction regarding the history and significance of massage therapy, massage therapy tools and products, client preparation and draping, the effects and benefits of massage therapy, contraindications, and the practical application of the techniques involved in the manipulation of soft tissue. The majority of the course hours are dedicated to the study and practical application of Swedish massage therapy techniques.

**MSSG 1013 Human Anatomy and Physiology (78)**

This is a 75 hour course with 50 hours dedicated to the study of anatomy and 25 hours dedicated to the study of physiology. The course work will include an in-depth study of the human body. Initially the course will help develop a basic understanding of the medical terminology and organization of the body. The course will continue with a more detailed look into each of the systems and their intricate anatomy and functions.

**MSSG 2013 Kinesiology (50)**

This is a 60 hour course dedicated to the study of applied anatomy and kinesiology. The course will cover the scientific based medical principles towards the analysis, preservation and enhancement of human movement in various settings and populations. The students will gain an integrated understanding of anatomy, physiology, the associated biomechanics and movements of muscles and joints, and the neurological components of body position and reflex systems.

**MSSG 1007 Business Practices & Professional Ethics (45)**

This is a 45 hour course dedicated to the study of massage therapy laws and rules, business practices and professional ethics standards. Students will learn the basics of setting up and running their own independent practice. It includes the study of standard bookkeeping and accounting practices, office practices, advertising and the ethical practices for massage therapists as established by law or the TDSHS.

**MSSG 2014 Pathology (40)**

This is a 45 hour course dedicated to understanding disease and infection as well as it’s counterpoint, health and wellness, including the concept of preventive healthcare as related to massage therapy. The student will learn to identify contraindications as related to massage therapy and define common indications for massage therapy. The students will analyze the etiology of various conditions and disorder of each major body system, understand psychological and emotional states of disease and gain a basic understanding of pharmacology as it relates to massage.

**MSSG 1009 Human Health & Hygiene (23)**

This is a 40 hour course dedicated to the study of health, hygiene, first aide, universal precautions, and cardiopulmonary resuscitation (CPR). Recognized methods of sanitation and the prevention of disease are addressed in terms of their affect on the massage therapist and client. Students will gain an
understanding of personal hygiene and personal care, including the benefits of therapeutic exercise and physical development of the massage practitioner.

**MSSG 1005 Hydrotherapy and Therapeutic Modalities (20)**

This is a 30 hour course that will cover the theory and use of hydrotherapy and the incorporation of various therapeutic modalities that can be used in massage therapy. The students will study the history and terminology of hydrotherapy and learn the various forms of application and mechanisms governing functional responses of the body. The students will gain an understanding of the effects and benefits of hydrotherapy, contraindications for hydrotherapy treatments and also become familiar with equipment utilization.

**MSSG 2011 Fundamentals of Massage Therapy II (75)**

This is a 110 hour course is a continuation of Fundamentals of Massage Therapy I. This course will help the student refine their technique as well as give exposure to different techniques including, but not limited to, myofascial release, eastern influenced techniques, and chair massage.

**MSSG 2086 Internship Program (70)**

This is a 70 hour course in which the students will gain “real life” experience under the supervision of a licensed massage therapy instructor. The student will demonstrate client scheduling, check in and initial consultations as well as the administrative duties including filing, money handling and other documentation. The student will also demonstrate massage applications that reflect the education and training received in this program and develop strategies for working with individual client needs to help generate repeat clients.

**There are 2 tracks available:**

**FAST TRACK:** ~6 month program. Class meets M-Th from 9am to 4pm

**PART-TIME:** ~12 month program. Class meets M-Th from 6pm to 9pm.

See schedule or website for start dates, tuition and fees.
Description of Facilities and Equipment:

Alvin Community College is located on 25 mile south of Houston and 30 miles north of Galveston on Hwy. 35 ByPass in Alvin, Texas.

Please see the ACC Catalog for the details regarding the campus facilities (student library, student lounge, computer lab, etc).

The massage therapy program will conduct classes in H108. The class room has the following amenities:

- A large instruction area designed for lecture visual aides
- WiFi – for computer assisted learning
- 10X10 wet room with a shower. The area is enclosed with a curtain to provide privacy
- treatment rooms enclosed by retractable curtains to ensure privacy
- A designated office for client intakes during internship

Faculty and Key Support Staff:

Patricia Hertenberger, Ed.D – Dean of Continuing Education

Jean Thompson - Administrative Assistant to the Dean of Continuing Education

Stacy Ebert, BS, DC – Director - Allied Health and Medical CEWD

- Stacy Ebert, DC received a Bachelors degree in Biology and is a Doctor of Chiropractic.
- Primary courses of instruction: Anatomy and Physiology, Pathology, Kinesiology, Human Health and Hygiene

Susan Hill, MS, LMT, MTI – Instructor

- Susan Hill has a Masters degree in Food Science and is a practicing Licensed Massage Therapist and Massage Therapy Instructor.
- Primary courses of instruction: Massage Therapy Technique, Business Practices and Professional Ethics, Hydrotherapy, Human Health and Hygiene and Internship Program Administration.

Jim Clifford, LMT, MTI – Instructor

- Primary courses of instruction: Massage Therapy Technique I and II, Hydrotherapy, Internship

Barbara Mickens, LMT, MTI – Instructor

- Primary courses of instruction: Massage Therapy Technique I and II, Hydrotherapy, Internship
Admission Requirements:

For admission to the Massage Therapy Program, each student must meet the following requirements:

- Be at least 18 years of age
- Hold a high school diploma or GED
- Physically, emotionally, mentally and financially able to complete the program
- Must be free of communicable diseases
- Complete a health form to be signed by a doctor
- Have no criminal record
- Provide 3 letters of recommendation (1 of the 3 should be by a licensed massage therapist)
- Interview with the Director of Massage Therapy
- Able to furnish a current photo ID (valid Texas driver’s license or ID card)

Student with previous education and training may be exempt from some of the hours required for this course. The student must send transcripts of any prior training to the Texas Department of State Health Services (TDSHS) for evaluation and receive written approval from TDSHS before exemption is granted.

Massage Therapy Program
Texas Department of State Health Services
Professional Licensing and Certification Unit
PO Box 149347
Mail Code 1982
Austin, TX 78714-9347
http://www.dshs.state.tx.us/massage

Text books and supplies are not included in the tuition cost. Text books will be available for purchase at the College Store.

Tuition and Fees:

For specific times, dates, and other fees visit the massage section of ACC’s website www.alvincollege.edu or refer to the current ACC Continuing Education Course Schedule. You can email questions to ce@alvincollege.edu.

For information regarding tuition or tuition reimbursement refer to the ACC’s tuition policies located in the Student Handbook or visit www.alvincollege.edu.

Continuing Education Department Policies and Registration Information:

Tuition and fees must be paid at the time of registration. Payment plans involving 3 installments are available and will be handled though the CE financial aid department.
Transcripts and Certificates:
A certificate of completion will be given once the student has successfully completed all course work, the internship program with satisfactory grades and tuition has been paid in full.

Transcript requests must be made in writing to the Continuing Education Office. Official Transcripts will be placed in a sealed envelope. If requested, an Official Transcript can be forwarded to another institution or agency if the correct address and point of contact is provided by the student.

Attendance and Behavior Policies:
The faculty will maintain a master record of attendance indicating the date or the original class, class of instruction, and the number of scheduled hours completed by the student. Attendance deficiencies will be recorded and must be made up at the rate of $30 per hour. Scheduling make-up work and time is the responsibility of the student. Course work should be made up in a timely manner and arrangements made with the instructor or Director.

A student may be terminated from the program if the student accumulates more than 10 consecutive days of absence or more than 15% of the total clock hours of the program. The refund policy shall apply to a student terminated due to violation of the Attendance Policy. The last date of absence will be considered as the last day of attendance as calculated and discussed in the Cancellation and Refund policy. A student who is terminated for violation of the attendance policy may not reenter before the start of the next grading period.

A student may not start the program after 10% of the program has been taught except for those cases where appropriate credit for previous education has been given by the department.

Code of Conduct:
The Alvin Community College Student Code of Conduct (Student Handbook and ACC Administrative Procedures Manual, Sections 8.08, 8.09, 8.10, 8.11 and 8.12) applies to all students enrolled in the Massage Therapy Program.

Leave of Absence:
A leave of absence for reasonable purposes acceptable to the Massage Therapy Program shall not exceed the lesser of 30 school days or 60 calendar days. A student shall be granted only one leave of absence for each twelve (12) month period. Attendance records shall clearly show the dates for which the leave of absence was granted. A written statement, as to why the leave of absence was granted, signed by both the student and the Director indicating approval, shall be placed in the individual student’s file.

If the student fails to return from leave, the student will be automatically terminated and a refund will be made under the Cancellation and Refund Policy. The effective date of termination shall be the last date of the leave of absence.

All hours missed MUST be made up.
Parking Permit:
A parking permit is required for on-campus (ACC) courses. Students must pick up permits before attending the first class at Campus Police. Students must bring a course payment receipt to obtain a permit.

Non Discrimination Policy:
It is the policy of Alvin Community College to provide equal opportunities without regard to age, race, color, religion, national origin, sex, handicap, or veteran status. This policy extends to employment, admissions and all programs and activities supported by ACC. Inquiries concerning equal opportunity may be directed to the Personnel Office.

Grievance Policy:
All student grievances shall be taken seriously and every effort shall be made to resolve the grievance. All grievances must be filed in a written statement to the Program Director. All discussions shall be kept confidential. If a grievance or complaint is not resolved to the satisfaction of the student, the Dean will become involved and the Dean’s decision shall be final. If the grievance is still not resolved, the student may contact the TDSHS.

Texas Department of State Health Services
ATTN: Massage Therapy Program
Mail Code 1982
PO Box 149347
Austin, TX 78714-9347
(512)-834-6616
Massage@dshs.state.tx.us
ALVIN COMMUNITY COLLEGE
MASSAGE THERAPY PROGRAM APPLICATION

NAME: _____________________________________________  SS#: ____________________________

ADDRESS:   __________________________________________________________________________

CITY:  ____________________________  STATE:  ________________________  ZIP:  ______________

HOME PHONE: __________________________  CELL PHONE: _________________________

EMAIL:  ______________________________________

WORK SCHEDULE: ________ HOURS   CIRCLE:   DAYS / EVENINGS   M  T  W  TH  FRI  SAT  SUN

Have you ever been convicted of, entered a plea of nolo contendere or guilty to, or received deferred adjudication for any criminal offense or offense involving prostitution or other sexual offense?

  o  No
  o  Yes

THE FOLLOWING ITEMS WILL COMPLETE YOUR APPLICATION:

  o  Proof of age (18 minimum) – copy of ID/ TX drivers license
  o  Copy of High School Diploma or GED
  o  College Transcript or scores or CE test
  o  Three (3) letters of recommendation regarding your character (one must be from a health care provider)
  o  Completed Medical Form
  o  Complete interview process with the Director

SIGNATURE: _____________________________________________  DATE:  _____________________
ALVIN COMMUNITY COLLEGE
MASSAGE THERAPY PROGRAM

This form is a required part of the Admissions procedure, and must be completed in full by the prospective student and their primary health care provider. The form must be complete prior to your start date. The information on this form will allow us to provide a safe environment for you and all students as well as the clients that partake in the internship. All of the following information will remain confidential.

To be completed by the applicant:

Name: __________________________________________________Date of Birth ______________________

Medical History:

Please check any of the following medical conditions that you have or have had in the past:

___Diabetes    ___Infectious Disease  ___Aneurysm   ___Heart Problems  ___Auto Accident
___Cancer     ___Pregnant    ___Edema      ___Lung Problems  ___High Blood Pressure
___Inflammation   ___Varicose Veins   ___Hernia     ___Spinal Problems  ___Wear Contacts
___Arthritis  ___Phlebitis    ___Skin Problems ___Recent Surgery  ___Other
___Osteoporosis ___Blood Clots  ___Allergies    ___Recent Fractures  ___None

Comments:
____________________________________________________________________________________________
____________________________________________________________________________________________

List food/ drug allergies: ________________________________________________________________

List skin/ nasal allergies: ________________________________________________________________

List any other serious illnesses, operations or injuries and the date when it occurred:
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

List any medications you are currently taking:
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Applicant’s Signature: ________________________________ Date: ______________________________
This form is to be completed by the primary health care provider.

Is there any condition that would interfere with the applicant’s ability to engage in activities required in this program or in the health care service of Massage Therapy? (ie. Carpal Tunnel Syndrome, effects of medications, back problems, disease which can be transmitted, mental/emotional problems, etc.)?

- YES
- NO
  If YES, please explain:
  __________________________________________________________
  __________________________________________________________

TB Test:

- Positive
- Negative

Vaccinations:

- Current and meets the standards for a health care practitioner
- Needs the following vaccinations to be current:
  __________________________________________________________
  __________________________________________________________

Applicant is free from communicable disease and is physically and mentally able to actively participate in the Massage Therapy Program and Internship.

- YES
- NO

Physician’s Name (Printed): __________________________________________________________

Office Address:
_____________________________________________________________________________________
_____________________________________________________________________________________

Physician’s Signature: ____________________________ Date: ______________