INSTITUTE OF STRUCTURAL MEDICINE

Institute of Structural Medicine

Massage and Structural Medicine Specialist™

Practitioner Training Program

Enrollment Limit:
14 Students

Term Begins:
May 6, 2022

Term Ends:

Massage Training:
2.5-year massage therapy training ends November 18, 2024, culminating in eligibility to sit for a massage therapy license.

Structural Medicine Specialist™ Training:
Additional 1.5-year certification ends August 10, 2026.

What Is Structural Medicine?

Structural Medicine is a customized evaluation, treatment and collaborative team approach to an individual's unique health issues. Distinctive to the field of structural integration, Structural Medicine directly addresses specific pathologies, painful complaints, and movement dysfunctions. It bridges well-established and proven evaluation tools found in mainstream medicine (strength, range-of-motion, posture) with the latest scientific developments in alternative treatment therapies (manual therapy, myofascial release, movement and neuromuscular re-education, energetics, and dialogue).

Testing

Unique to Structural Medicine is a sophisticated diagnostic procedure, Myofascial Length Testing (MFLT). MFLT is essential for treatment of complex inter-related traumas. The objective findings empower the practitioner to formulate a customized plan for treatment of individual pathologies; provides a language to communicate intelligently and objectively with other medical professionals; provides physical measurements, pre- and post-treatment, to monitor or modify the treatment program, as well as enhance progress

Evaluation

Structural Medicine involves extensive evaluation of postural alignment and movement, in order to balance the myofascial tone, length, and strength across all the major joints of the body. Through myofascial reorganization, the Structural Medicine process moves the body closer to a more efficient organization and function in gravity (the individual's structural and functional "blueprint").

Integrated Process

Through verbal dialogue and movement re-education, Structural Medicine helps uncover attitudes and unconscious beliefs that contribute to or limit postural integrity and efficient movement dynamics. By means of an integrative process of postural evaluation, MFLT, manual therapy, dialogue, movement and neuromuscular re-education, a new-found empowered awareness in the client develops to re-shape posture, movement patterns, and a sense of self. This often results in the alleviation or reduction of pain associated with the pathology.

The Rewards of Being a Structural Medicine Specialist™

Structural Medicine Specialists are among the first health educators to bridge rehabilitative medicine and bodywork. By joining in this pioneering effort, the student and practitioner can treat most neuromuscular musculoskeletal dysfunction by treating the client's body as an integrated whole. In doing so, Structural Medicine Specialists develop intimate, meaningful connections with their clients.

Gratification

In helping to relieve client suffering, Structural Medicine Specialists share in their client's triumph and joy as recovery continues. Among the deepest rewards of practicing Structural Medicine is the fulfillment and gratification of relieving the pain of others.

Becoming a Structural Medicine Specialist also provides the foundation for a lucrative career in private practice. As a Structural Medicine Specialist, you are able to have flexibility in your lifestyle, an independent business, and recognition by other health care professionals.

Accreditation

After completing your training at the Institute of Structural Medicine, you can receive accreditation by sitting for state and national massage board exams and by joining the International Association of Structural Integrators (IASI), a nationally recognized organization of Structural Integrators.

Personal Growth

Moreover, training in Structural Medicine will improve your ability to listen to yourself, to develop as a person, and to feel comfortable in your own body. Structural Medicine incorporates all of a practitioner's previous skills and experience, and the practitioner's personal history immediately influences their technique and skills. Structural Medicine Specialists cultivate their own unique, deeply personal approach to their work. In doing so, they become increasingly aware of their own being. As a Structural Medicine Specialist, you will find new insight into yourself and new awareness about your presence in the world.

Educational Philosophy & Mission

Educational Philosophy

Institute founder Donna Bajelis believes that learning is inherently natural and fun, and teaches accordingly. In teaching Structural Medicine, she emphasizes a necessary balance between increasing her students' intellectual knowledge of the human body and drawing out her students' natural intelligence about their own bodies.

In helping their patients to heal, practitioners of Structural Medicine use their intellectual understanding of the body as their map, and their inherent knowledge of the body as their guide. This inherent guide can continue to lead even after the intellectual map ends. By teaching how to listen to and rely on this inherent guide, Donna Bajelis and her staff teach their students how to work comfortably in unknown situations by using body-knowledge and intuition.

In order to tap both intellectual and inherent ways of understanding the body, instructors at the Institute of Structural Medicine use techniques emphasizing all types of intelligence and learning. These include visual, auditory, spatial, musical, kinesthetic, concrete and intuitive techniques. The staff members are well educated in different learning styles, and adapt their teaching according to their students.

As the techniques of Structural Medicine require a whole-body understanding and cannot be learned by the intellect in isolation, the staff emphasizes kinesthetic learning, in which students constantly practice the techniques and movements of Structural Medicine.

Donna Bajelis and the staff at the Institute of Structural Medicine also believe that Structural Medicine requires full consciousness from its practitioners. A deep awareness of a practitioner's own emotional, physical, and spiritual self is central to this work. Donna terms this "consciousness presence," and describes it as the quality of being comfortable with oneself, of being comfortable in one's "own skin." "Presence," she says, "is a clear, conscious, honesty about oneself. All learning depends on Presence."

Donna and her staff teach ISM students how to acquire this necessary honesty, and require that their students be ready for it. Just as it requires presence to practice Structural Medicine, the continued practice of Structural Medicine causes "presence" to expand and improve.

Instructors at the Institute of Structural Medicine help their students to develop their awareness and presence. In order to do so, they cultivate a safe environment in which mistakes are allowed and encouraged. Donna and the staff consider questions the best learning tools, and encourage students to experiment and explore during their time of study.

ISM Mission

The Institute of Structural Medicine is dedicated to bridging mainstream medicine and alternative therapies. By furthering understanding and integrating the work of diverse health care professionals, the Institute aims at effectively creating a collaboration between "mainstream" or "traditional" medicine and alternative treatment modalities. Donna Bajelis' personal motivation rests in the fact that she draws great inspiration from her education and encouragement of health care professionals to deepen their knowledge and skills in the field of Structural Medicine.

About The Institute

The Institute of Structural Medicine is an institute of higher learning dedicated to bridging, supporting, and augmenting mainstream medicine with alternative therapies. The faculty of the Institute of Structural Medicine study and teach the art of restoring and reorganizing the body's connective tissues and myofascial systems. By restoring the balance of these systems, human beings can experience optimal body health and function.

The Institute offers educational programs created for professionals from a broad range of medical fields, as well as structural integration practitioners, massage therapists, and lay-persons inspired to study structural healing.

Courses Offered

Course offerings at the Institute of Structural Medicine include the complete Structural Medicine Specialist™ Training Program, progressive series of myofascial release courses, and continuing education workshops featuring highly regarded educators. You may request individual brochures for current workshops by calling our main office.

Location

Twisp, WA

The ISM Training Facility is located in Twisp, Washington, east of the North Cascades and situated in the Methow Valley. The profound natural beauty of this valley creates a uniquely optimal learning environment. Participants in the Institute's program will enjoy the valley amenities and a host of recreational activities including rafting, hiking, fishing, cross country skiing, and more. Institute staff will happily assist you with recommendations for food, lodging, and outdoor adventures during your stay in the Methow Valley.

THE RIVER AT THE TRAINING CENTER

About the Institute Founder

Donna Bajelis, PT, CHP, SMS
Structural Medicine Teacher and ISM Founder, Director and Owner

The founder and director of the Institute of Structural Medicine, Donna Bajelis, is a nationally respected educator and leader in the field of Structural Integration. She has over 40 years of combined experience as a Licensed Physical Therapist, Hellerwork Trainer, and Structural Medicine Trainer.

Donna Bajelis specializes in orthopedic/ neurological manual therapy, which includes myofascial release, joint mobilization, and neuromuscular re-education. She maintains a practice based in Seattle (Mercer Island), and in Twisp, Washington.

Over the course of her career, Donna has developed and trained thousands of health care providers both nationally and internationally. She's been published in multiple medical journals and textbooks, and has written her own Structural Medicine textbook/workbook.

Donna's success in integrating her background as a physical therapist and her training in structural integration motivated her to create the Institute of Structural Medicine. In founding the Institute, Donna envisioned a place where health care professionals from diverse backgrounds could collaborate in uniting traditional and alternative therapies. She continues to find deep satisfaction from educating her students in the field of Structural Medicine.

Institute Faculty & Staff

IVAN DUBEN, CHP, SMS
Structural Medicine Teacher

Ivan Duben completed his structural integration training at the Institute of Structural Medicine. He is an Osteopathic Practitioner based in Vancouver, B.C., a Certified Structural Medicine Specialist™ and a Certified Hellerwork Practitioner. His teaching with the institute includes hands on instruction with MFLT, visual body reading and postural analysis. Ivan Duben and Donna Bajelis co-authored the e-book *Myofascial Length Testing: Practical Assessment for the Manual Therapist and Myofascial Length Testing.*

CATHERINE KEIR
Voice Dialogue Teacher*

Catherine Keir is a professional Voice Dialogue teacher and facilitator. Maintaining a private practice in Seattle, Catherine travels nationally teaching the Voice Dialogue Method to those seeking the development and exploration of their own consciousness process. Training bodywork practitioners, counselors, actors, etc. on how to access, integrate and best utilize the multiple selves we all have within us, Catherine's work helps bring new perspectives and possibilities for growth to her clients and students. Drawing from 25 years of collective experience in Voice Dialogue, acting, meditation, movement, as well as her keen sensitivity and training in listening and presence, Catherine leads her clients toward greater awareness and perceptivity. At the Institute of Structural Medicine she teaches her students presentation skills, enriching communication, confidence and embodiment of their work. She is certified with the Academy of Intuitive Studies in Sausalito, CA, and holds a Fine Arts Degree in Theatre.

**Founded by Hal Stone, Ph.D. and Sidra Stone, Ph.D., Voice Dialogue teaches us about the different facets of our personality, and how these various "selves" affect our outlook, behavior and choices in life.*

JOE KELLY, ACSMS, BCSI, LMT
Structural Medicine Teacher

Joe Kelly is an Advanced Certified Structural Medicine Specialist and a Board Certified Structural Integrator. He runs a thriving private practice in Seattle, WA and teaches at the Institute of Structural Medicine. Joe also teaches movement seminars blending the worlds of movement, physical training and structural integration. He has studied extensively with top level practitioners in the fields of Structural Integration, Feldenkrais, and other movement modalities. In his private practice, Joe works with clients taking them through the Structural Medicine Series, the 7 Day Body, and treating complex pathologies. In his free time, he is an advanced backcountry skier, mountaineer, explorer, movement coach and educator.
www.JoeKellyAIM.com

STACY MERCIER EARLYWINE
SMS, BCSI, LMT
Structural Movement Teacher
School Affairs Director

Stacy Earlywine is a Structural Medicine Specialist and a Board Certified Structural Integrator. She holds a Bachelor of Fine Arts degree in Dance and has spent a lifetime exploring movement. Stacy runs a clinical private practice in NE Seattle and is a volunteer medical provider with the Seattle Performing Arts Medicine Clinic. She is thrilled to be joining the ISM faculty as a Foundational Skills instructor to help budding practitioners create a solid base from which to grow. In her free time Stacy enjoys skiing, climbing, wandering in the Cascade mountains and traveling as much as possible with her husband and two growing boys.
www.earlywinestructuralmedicine.com

Faculty & Staff continued

STEVE HURLEY, MUSB, MM, AMSAT
Structural Movement Teacher

Steve Hurley is certified as a teacher of the Alexander Technique by the American Society of the Alexander Technique. He also holds degrees in vocal performance from Boston Conservatory and the University of Michigan, and in addition to his work in movement education, teaches singing and acting. Structural Movement grew from Steve's experience working with his colleagues in movement education and from his experience as a teacher in the Hilberry Theatre Program at Detroit's Wayne State University. Steve has over fifteen years of experience teaching movement skills in the contexts of both professional performance and therapy. Besides being an excellent movement instructor for the Institute, he also teaches presentation skills for Catherine Kier.

BOB NEIMAN, CPA
Business Systems, Business Planning, and Business Practice

Bob Neiman has been a self-employed CPA since 1982 and Investment Advisor since 2003. He works with health care practitioner clients all over the United States. Bob works with professionals in all aspects of their practices including start up, tax management and preparation, and investing. He is a graduate of Clark University in Worcester, MA. Bob currently lives in Merrick, NY. He is also an accomplished fine art photographer.

MAUREEN WARREN, LMT, CHP, SMS
Movement Therapy and Alternative Bodywork Modalities

Maureen is a Certified Structural Medicine Specialist™ and a Certified Hellerwork practitioner with over 25 years of experience. Maureen serves as an assistant instructor to Donna Bajelis, PT, CHP, SMS in her four year Structural Medicine Specialist™ Training program. In Maureen's private practice, she focuses on injury treatment and body/mind connection. Maureen has over 15 years of experience teaching myofascial release courses nationwide. She has developed and teaches Structural Analysis courses which include myofascial length testing (MFLT) for massage practitioners. She maintains a private practice in Seattle, WA at Seattle Healing Arts Center.

Training Program

The Institute of Structural Medicine's Structural Medicine Specialist Training Program is a two-part program, consisting of 2.5 years of training in massage therapy, and 1.5 years of continuing education to obtain a certification as a Structural Medicine Specialist. The training is eleven three-day weekends per year, held at the Institute of Structural Medicine in Twisp, Washington, with clinicals on Mondays at the Mercer Island facility. Between weekends, students engage in Independent Study where they practice on a minimum of five clients and document their findings in short essays.

Comprehensive Training

Training in Structural Medicine includes courses in the sciences of anatomy, physiology, pathology, and embryology, as well as exercise and kinesiology. Training will also include the arts of movement education, and the fundamentals of dialogue, personal and interpersonal communication skills.

Part A: Years One through Two-and-a-Half

The first two-and-a-half years focus on teaching students the essential structural integration series. Training will also cover a variety of treatment strategies and integration methods appropriate for the client. Students will also learn the basics of structural movement, including body awareness and usage. Upon graduation, the student will obtain a massage license.

Part B: Years Two-and-a-Half through Four

Years two-and-a-half through four teach students how to adjust structural integration methods to meet the specific needs of clients suffering from pain due to musculoskeletal and neuromuscular disorders. Students will learn how to use myofascial length testing, orthopedic medicine principles, and structural analysis to create customized treatment plans for individual clients. They will deepen their learning of structural movement and voice dialogue communication fundamentals.

Obtaining Accreditation

Upon completion of the first two-and-a-half years with a minimum of 80 percent satisfactory grade in Structural Integration, students will graduate that section with a certificate in Structural Integration and may sit for several examinations: The National Certification Board for Therapeutic Massage & Bodywork (NCBTMB) exam, the Massage & Bodywork Licensing Examination (MBLEx) developed by the Federation of State Massage Therapy Boards (available in most states), and the International Association of Structural Integrators (IASI) exam. They may obtain their Washington State Licensed Massage Practitioner (LMT) license, and are qualified to join professional organizations such as the International Association of Structural Integrators (IASI), Associated Bodywork & Massage Professionals (ABMP), or the American Massage Therapy Association (AMTA).

Upon completion of the second portion of the training (years 2.5 to 4) with a minimum of 80 percent satisfactory grade in Structural Medicine, students will graduate with a certificate as a Structural Medicine Specialist.™

Optional Fifth Year

The Institute of Structural Medicine will offer an advanced fifth year option, open to students who have already completed the SMS™ Training Program. Consisting of two, two-week segments supplemented by independent study, the fifth year teaches advanced levels of skilled practice, particularly relating to joints and neuromuscular function.

Business Education

The Institute provides business education in ethics, standards and practices, and business development, providing the basis for becoming a successful Structural Medicine Specialist.

The Institute of Structural Medicine awards a diploma of graduation upon completion of the first two-and-a-half years in Structural Integration. The Institute then awards a diploma in Structural Medicine upon completion of years two-and-a-half years through four.

Curriculum: Part A

The Institute of Structural Medicine offers the following courses during the Structural Medicine Specialist™ Training Program. To obtain certification as a Structural Medicine Specialist you must successfully complete all courses and assigned independent study. **See pages 12–19 for course descriptions.**

Curriculum Overview Part A: Years One through Two-and-a-Half

COURSE	HOURS	DESCRIPTION
Bodywork	205 Classroom 30 Clinical 161 Independent Study **396 Total**	Bodywork 100, 200, 300, 301, 320, 351, 450
Movement	170 Classroom 30 Clinical 138 Independent Study **308 Total**	Movement 100, 120, 180, 250, 320, 380
Psychology & Ethics	75 Classroom 69 Independent Study **144 Total**	Psychology & Ethics 100, 200, 300
Anatomy, Physiology & Kinesiology	171 Classroom 21 Clinical 129 Independent Study **321 Total**	Anatomy & Physiology 100, 110, 210, 350 Anatomy & Kinesiology 200, 300
Pathology	70 Classroom 70 Clinical 115 Independent Study **255 Total**	Pathology 100, 200, 220, 300, 320
Business	10 Classroom 120 Clinical 138 Independent Study **268 Total**	Business 100, 250, 280 300, 400, 450
Total	**1,692***	

**Additional optional hours are highly encouraged, such as study groups and co-treatment sessions with an ISM teacher or mentor. Other educational opportunities may arise from time to time.*

Curriculum: Part B

Curriculum Overview Part B: Years Two-and-a-Half to Four

COURSE	HOURS	DESCRIPTION
Bodywork	143	Principles of Structural Integration IV Principles of Structural Integration V Principles of Structural Integration VI Techniques of Structural Integration II Structural Medicine Practicum III Structural Medicine Practicum IV
Movement	140	Human Evolution and Gravity/Embryology II Introduction to Structural Movement II Body Awareness and Movement Lab II Structural Medicine Movement Practicum II Communicating Movement Lessons II Ergonomics/Body Awareness and Movement Lab III
Psychology & Ethics	140	Introduction to Psychological Inquiry II Movement and Psychology II Fundamentals of Dialogue/Movement and Psychology II Intra/Interpersonal Communications III Intra/Interpersonal Communications IV
Anatomy, Physiology & Kinesiology	140	Introduction to Body Systems/Physiology II Structural and Functional Assessment III Myofascial Anatomy and Kinesiology II Structural and Functional Assessment IV Applied Human Anatomy, Physiology and Kinesiology II Gross Anatomy Lab: Palpate Muscles, Myofascia and Dissection II
Pathology	140	Theory and Causes of Diseases II Disease and Medical Terminology II Disease Conditions IV Disease Conditions V Disease Conditions VI
Business	140	Ethical Standards and Practices II Introduction to Marketing II Client Development II Practice Personal Marketing III Practice Personal Marketing IV Business Standards & Practice II Business Practicum II
Total Hours	843*	

**Additional optional hours are highly encouraged, such as study groups and co-treatment sessions with an ISM teacher or mentor. Other educational opportunities may arise from time to time.*

Course Descriptions

Anatomy, Physiology and Kinesiology

Anatomy & Physiology 100: Introduction to Body Systems

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Stacy Earlywine, SMS, BCSI, LMT

32 hours + 14 hours independent study

Objective: to familiarize the students with the systems of the human body and the integumentary system, giving general descriptions of their structure and function. Lectures, slides, books, DVDs, CD-ROMs, and home study are employed to meet these objectives. **Evaluation Method:** Students will orally identify all the systems of the human body to demonstrate knowledge.

Anatomy & Physiology 110: Structural & Functional Assessment I

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Stacy Earlywine, SMS, BCSI, LMT

35 hours + 23 hours independent study

Objective: is for the students to understand and identify the musculo-skeletal/fascial systems from the perspective of balance and alignment. This is an overview of the musculo-skeletal/ fascial components of the various regions of the body and their relationships to one another. Lectures, books, DVDs, CD-ROMs, observations, analysis and palpation are primary teaching activities.

Evaluation Method: Students will orally identify and locate all of the musculo-skeletal/fascial structures to demonstrate knowledge.

Anatomy & Physiology 200: Elements of Myofascial Anatomy

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Stacy Earlywine, SMS, BCSI, LMT

35 hours + 23 hours independent study

Objective: To understand the fascial networks of the body. This course provides an in-depth study of myofascial tissues of the body. It covers the constituents of fascia, the relation of fascia to muscle, superficial and deep fascia and fascial planes of the body. In addition, origins and insertions of muscles, joint classification, and function of all of the major muscle groups are studied. Lectures, books, DVDs, CD-ROMs, slides, palpation, kinesthetic movement and home study, are primary learning activities.
Evaluation Method: Students will orally identify and locate all of the musculo-skeletal/fascial networks to demonstrate knowledge.

Anatomy & Physiology 210: Structural & Functional Assessment II

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Stacy Earlywine, SMS, BCSI, LMT

35 hours + 23 hours independent study

Objective: to continue the exploration of the musculoskeletal relationships, the nervous systems, and to deepen the student's appreciation and understanding of those relationships. Lectures, books, DVDs, CD-ROMs, observations, analysis and palpation are primary teaching activities. **Evaluation Method:** Students will demonstrate knowledge of these relationships through written examination.

Anatomy & Physiology 300: Applied Human Anatomy/Kinesiology

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Stacy Earlywine, SMS, BCSI, LMT

35 hours + 23 hours independent study

Objective: to develop the student's ability to manually identify the muscles of the human body and to assess joint function including range of motion, end field qualities, neuromuscular and myofascial restrictions. Palpations, faculty demonstration followed by immediate student reenactment are primary learning activities. Cardiovascular and other body systems will be taught to deepen their understanding of the human body. **Evaluation Method:** Students will demonstrate assessment knowledge by immediate reenactment of learning activities.

Course Descriptions continued

Anatomy & Physiology 350: Gross Anatomy Lab I

Instructors: Donna F. Bajelis, PT/L, CHP, SMS; Stacy Earlywine, SMS, BCSI, LMT

20 hours + 23 hours independent study

Objective: This course includes a comprehensive understanding of human structures. The purpose is to deepen the student's understanding of muscular systems by observing a partially dissected cadaver. Students are evaluated by return demonstrations of dissecting a cadaver. **Evaluation Method:** Students demonstrate palpation and identify each body part e.g. muscles, nerves, bones, etc.

Pathology

Pathology 100: Theory & Causes of Disease

Instructor: Donna F. Bajelis, PT/L, CHP, SMS

30 hours + 23 hours independent study

Objective: To familiarize the student with theory, general terminology, direct causes and indirect causes of diseases in relation to bodywork. During this course, the following will be covered, i.e., pathogens, birth defects, malnutrition, contraindications, cautions, and common adaptations to massage, skin cancer, arthritis, bursitis, lifestyle, sex, age, occupation and other skin conditions. Lectures, slides and home study are primarily the learning activities. **Evaluation Method:** Students will demonstrate knowledge through written examination.

Pathology 200: Disease and Medical Terminology

Instructor: Donna F. Bajelis, PT/L, CHP, SMS

30 hours + 23 hours independent study

Objective: To develop the student's understanding of medical terminology and disease terminology. This course will introduce the students in differentiating different diseases, i.e., acute vs. chronic, sub-acute, inflammation, headaches, diabetes, fasciitis, sprain, strain, tendinopathy, nerve compression syndromes, osteoporosis. The students will deepen their understanding of the signs and symptoms of disease conditions. Lectures, slides and home study are employed to meet these objectives. **Evaluation Method:** Students will demonstrate knowledge through oral examination.

Pathology 220: Disease Conditions I

Instructor: Donna F. Bajelis, PT/L, CHP, SMS

30 hours + 23 hours independent study

Objective: During this course, we will cover specific disease conditions in relationship to the human body; skeletal conditions, i.e., postural deviations (lordosis, kyphosis, and scoliosis) etc. The students will familiarize themselves with other connective tissues, i.e., contractures, bursitis, tendonitis, lipoma and carpal tunnel syndromes, etc. In addition, muscular conditions, neurological stress, fibromyalgia, other chronic pain syndromes, common neurological diseases, auto-immune disorders, blood borne pathogens, common cardiovascular diseases gastrointestinal and GI related conditions would be discussed during this course. Lectures, home study and oral assessment are the methods of demonstrating students' knowledge. **Evaluation Method:** Students will demonstrate knowledge through oral examination.

Pathology 300: Disease Conditions II

Instructor: Donna F. Bajelis, PT/L, CHP, SMS

30 hours + 23 hours independent study

Objective: of this course is to continue the exploration of the specific disease conditions and to deepen the student's appreciation and understanding of those relationships. During this course, Integumentary, cardiovascular, reproductive systems, pregnancy, lymphatic and the respiratory systems are discussed. Oral inquiry and assessment are the methods of student's understanding. **Evaluation Method:** Students will demonstrate knowledge through oral examination.

Course Descriptions continued

Pathology 320: Disease Conditions III

Instructor: Donna F. Bajelis, PT/L, CHP, SMS

20 hours + 23 hours independent study

Objective: To develop the student's ability to identify specific diseases, considerations, i.e., indicated or contraindicated, locally or systemically in cadaver anatomy lab. The students will be able to understand when bodywork is appropriate or not. Lectures, slides and home study are employed to meet these objectives. **Evaluation Method:** Students will demonstrate knowledge through oral examination.

Bodywork

Bodywork 100:
Principles of Structural Bodywork I

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Joe Kelly, ACSMS, BCSI, LMT
Maureen Warren, LMT, CHP, SMS

35 hours + 23 hours independent study hours

Objective: to develop in the student a deep understanding of the principles of structural integration. The role of gravity is considered along with the concepts of alignment and balance. The primary skill developed in this course is the skill of seeing structural relationships along with technical treatment skills. The activities include lectures, palpations, and home study. Dr. Ida Rolf's book, Structural Integration and Anatomy Trains by Thomas Myers including also Endless Web by Louis Shultz are the primary texts. **Evaluation Method:** Student's progress is continually monitored and assessed. Feedback is integrated into the learning process. Students will demonstrate treatment skills and "seeing skills" with each other.

Bodywork 200:
Principles of Structural Bodywork II

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Joe Kelly, ACSMS, BCSI, LMT
Maureen Warren, LMT, CHP, SMS

35 hours + 23 hours independent study

Objective: Principles of massage techniques, strokes, application methods, and styles. The course is also a continuation of Bodywork 100 with focus on the "core" structures of the body ie. the deep front line. Assessment of inter-muscular septi, ligamentous structures, diaphragm, mediastinum, endothoracic fascia, transversus thoracis, infrahyoid, suprahyoid and jaw muscles cranium and facial bones. The course objective is to develop in the student a deep understanding of the principles of structural integration. The role of gravity is considered along with the concepts of alignment and balance. The primary skill developed in this course is the skill of seeing structural relationships along with technical treatment skills. The activities include lectures, palpations, and home study. Dr. Ida Rolf's book, Structural Integration and Anatomy Trains by Thomas Myers including also Endless Web by Louis Shultz are the primary texts. **Evaluation Method:** Student's progress is continually monitored and assessed. Feedback is integrated into the learning process. Students will demonstrate knowledge through working and "seeing skills" with each other. There will also be a mid-term exam.

Course Descriptions continued

Bodywork 300:
Principles of Structural Bodywork III

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Joe Kelly, ACSMS, BCSI, LMT
Maureen Warren, LMT, CHP, SMS

35 hours + 23 hours independent study

Objective: The course is continuation of Bodywork 100 and 200 with focus on the "integration of the body." Students will learn how to use myofascial length testing to re-asses the relationship between core and sleeve of the body. They will also develop an assessment plan of the lower half on the body- session 8, upper half of the body- session 9, and integration of the spiral line and joints in session 10. The course objective is to develop in the student a deep understanding of the principles of structural integration. The role of gravity is considered along with the concepts of alignment and balance. The primary skill developed in this course is the skill of seeing structural relationships along with technical treatment skills in addition we cover massage techniques and strokes, application methods and styles, and the safe use of heat, lubricants, and salts, and considerations relevant to special populations. The activities include lectures, palpations, and home study. Dr. Ida Rolf's book, Structural Integration and Anatomy Trains by Thomas Myers including also Endless Web by Louis Shultz are the primary texts. **Evaluation Method:** Student's progress is continually monitored and assessed. Feedback is integrated into the learning process.

Bodywork 301:
Techniques of Structural Bodywork

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Joe Kelly, ACSMS, BCSI, LMT
Maureen Warren, LMT, CHP, SMS

30 hours + 23 hours independent study

Objective: This is hands-on course where the students learn to apply the techniques of structural integration. In this course students learn to systematically improve the structural balance of the human body by the application of a variety of myofascial manipulation techniques, massage techniques and strokes, concepts of basic research, session planning, and the adaptation of techniques appropriate to stages of healing. This course also includes a strong emphasis on the effective use of self in the process of delivery of the work. Student's progress is continually monitored, and feedback is an integrated part of the learning process. **Evaluation Method:** Students will demonstrate their knowledge through working and "seeing skills" with each other.

Course Descriptions continued

Bodywork 320: Individual Comprehensive Fundamentals of Structural Medicine

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Joe Kelly, ACSMS, BCSI, LMT
Maureen Warren, LMT, CHP, SMS

60 hours + 23 hours independent study

Objective: Each student will meet individually with an ISM instructor fifteen days for four hours each day. There will be a client model as necessary and appropriate for each student's needs. The student will receive individualized training in the various aspects of Structural Integration as needed specifically to each student. Examples of which are bodywork techniques, body usage, various Structural Integration Bodywork Techniques, building patient rapport, dialogue skills, etc. These individual classes are held outside of the weekend trainings and weeknight trainings and each student is responsible for scheduling these hours with ISM faculty. **Evaluation Method:** Students will demonstrate knowledge by identifying and demonstrating appropriate body mechanics, techniques and dialogue skills for client models.

Bodywork 351:
Deep Tissue Bodywork Practicum I

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Joe Kelly, ACSMS, BCSI, LMT
Maureen Warren, LMT, CHP, SMS

20 hours + 23 hours independent study

Objective: In this course, students apply their skills and knowledge by delivering the series to "models" under the direct supervision of their instructor(s). This course also includes a strong emphasis on the effective use of self in the process of delivery of the work. Student's progress is continually monitored, and feedback is an integrated part of the learning process. **Evaluation Method:** Students will demonstrate knowledge by identifying and demonstrating appropriate body mechanics, techniques, and dialogue skills for each client model.

Bodywork 450:
Deep Tissue Bodywork Practicum II

Instructor: Donna F. Bajelis, PT/L, CHP, SMS

20 hours + 23 hours independent study

Objective: This course is a continuation of Bodywork 351. The students apply their skills and knowledge by delivering the series to "models" under the direct supervision of their instructor(s). This course also includes a strong emphasis on the effective use of self in the process of delivery of the work. **Evaluation Method:** Student's progress is continually monitored, and feedback is an integrated part of the learning process. Students will demonstrate their knowledge by identifying and demonstrating appropriate body mechanics, techniques and dialogue skills for each client model.

Movement

Movement 100: Human Evolution & Gravity

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Steve Hurley, Movement Therapist

30 hours + 23 hours independent study

Objective: An overview of developmental movement with an emphasis on psychological and cultural factors that interfere with optimal movement development. This course includes an overview of Somatic Education. Lecture and demonstration is the primary learning activity. **Evaluation Method:** Students will demonstrate knowledge through oral and movement examination under faculty observation.

Movement 120: Introduction to Movement

Instructors Donna F. Bajelis, PT/L, CHP, SMS
Steve Hurley, Movement Therapist

30 hours + 23 hours independent study

Objective: An introduction to the themes of Structural Medicine and their expression through movement. Students learn to analyze movement patterns in relation to the structural objectives of the series. Learning activities include lectures, demonstration and observation. **Evaluation Method:** Oral assessment is the method used to evaluate student understanding.

Course Descriptions continued

Movement 180:
Body Awareness and Movement Lab I

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Steve Hurley, Movement Therapist

30 hours + 23 hours independent study

Objective: In this course, students incorporate movement patterns into their own bodies and model client's movement patterns. Demonstration, observation and video are utilized to facilitate student learning. **Evaluation Method:** Students will demonstrate knowledge through oral and movement examination under faculty observation.

Movement 250: Movement Practicum

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Steve Hurley, Movement Therapist

20 hours + 23 hours independent study

Objective: In this course, students learn to deepen their gait analysis ability through observation. Students will begin the process of teaching effective movement practices to others. Learning activities include observation and practice teaching. Student progress in continually monitored and assessed. Feedback is integrated into the teaching process. **Evaluation Method:** Students will demonstrate knowledge through oral and movement examination under faculty observation.

Movement 320: Communicating Movement

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Steve Hurley, Movement Therapist

30 hours + 23 hours independent study

Objective: To deepen the student's ability to teach movement. Students practice on each other, demonstrate to the class and are asked to teach these principles to friends and families as part of their homework assignment. Learning activities include demonstration and practice teaching. Student progress is continually monitored and assessed with feedback integrated into the teaching. **Evaluation Method:** Students demonstrate knowledge through oral and movement examination with faculty observation.

Movement 380:
Body Awareness & Movement Lab II

Instructors: Catherine Keir, Voice Dialogue Therapist
Steve Hurley, Movement Therapist

30 hours + 23 hours independent study

Objective: A continuation of Movement 180 with the focus on the "core" of the body and integrative movement techniques. Students develop, model and teach movement lessons to each other and clients under direct supervision of faculty. Students assess the effectiveness of movement lessons from client and faculty feedback. **Evaluation Method:** Students demonstrate knowledge through oral and movement examination under faculty observation.

Business

Business 100: Introduction to Marketing

Instructors: Donna F. Bajelis, PT/L, CHP, SMS;
Robert Neiman, CPA

20 hours + 23 hours independent study

Objective: The focus is on creating viable business. The concepts are business identity, hygiene, sanitation, and draping, networking, marketing, and public relations are presented. Learning activities include home study and business presentation. **Evaluation Method:** Students demonstrate knowledge through written exam and presentation with faculty observation.

Business 250: Client Development

Instructors: Donna F. Bajelis, PT/L, CHP, SMS;
Robert Neiman, CPA

25 hours + 23 hours independent study

Objective: The focus is learning different ways to develop clients for student's private practice. Developing business cards, setting up scheduling books/software, intro to professional ethics, record keeping, medical terminology, and marketing their private practice. Students are assessed through presentational skills and content. **Evaluation Method:** Students demonstrate knowledge through written exam and presentation with faculty observation.

Course Descriptions continued

Business 280: Practice Personal Marketing I

Instructors: Donna F. Bajelis, PT/L, CHP, SMS; Robert Neiman, CPA

25 hours + 23 hours independent study

Objective: This is a practicum in which students are required to systematically develop their private practice. The classroom focus is on presenting the Structural Medicine lecture or demonstration format, networking skills, billing, insurance concepts, and word-of-mouth marketing techniques. **Evaluation Method:** Students will demonstrate their knowledge through oral exam and presentation under faculty observation.

Business 300:
Business Standards and Practices

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Robert Neiman, CPA

25 hours + 23 hours independent study

Objective: This course deals with the principles and practices of successfully operating a personal business. The focus of course material is on self-management, business models, management, business ethics, and standards of excellence. **Evaluation Method:** Students will demonstrate knowledge through written exam and presentation under faculty observation.

Business 400: Practice Personal Marketing II

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Robert Neiman, CPA

20 hours + 23 hours independent study

Objective: A continuation of Practice Personal Marketing I. goal setting, goal monitoring, laws and rules relevant to massage and massage businesses, and support systems are emphasized in this course. **Evaluation Method:** Students will develop and present their marketing portfolio for evaluation.

Business 450: Business Practicum

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Robert Neiman, CPA

15 hours + 23 hours independent study

Objective: This course focuses on developing clients, insurance information, billing and financial aspects of the business, hiring office staff and marketing to other healthcare professionals. **Evaluation Method:** Students will demonstrate their knowledge through presentation.

Psychology and Ethics

Psychology & Ethics 100:
Introduction to Psychological Inquiry

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Catherine Keir, Voice Dialogue Therapist
Maureen Warren, LMT, CHP, SMS

25 hours + 23 hours independent study

Objective: A survey of the major systems of personality and psychological functioning, including Freud, Jung, Erickson, Reich and Stone. This course develops and understanding of standards of ethical practice and state laws and rules related to massage and healthcare ethics. **Evaluation Method:** Students will demonstrate their knowledge through oral and written exam.

Psychology & Ethics 200:
Intra/Interpersonal Communications I

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Catherine Keir, Voice Dialogue Therapist
Maureen Warren, LMT, CHP, SMS

25 hours + 23 hours independent study

Objective: Develops an understanding of the psychological language of structure and movement. The student explores intra/interpersonal communications and therapeutic relationships of the massage therapist/client. Body reading and body language will be observed and assessed. Students explore the creative expressions of human personality that are revealed through physical structure and movement patterns. **Evaluation Method:** Students will demonstrate knowledge through oral and movement exam with faculty observation.

Course Descriptions continued

Psychology & Ethics 300: Intra/Interpersonal Communications II

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Catherine Keir, Voice Dialogue Therapist
Maureen Warren, LMT, CHP, SMS

25 hours + 23 hours independent study

Objective: Communication is explored from a humanistic and transpersonal perspective. This lecture and lab course introduces students to the essential ingredients of effective process facilitation. Key concepts introduced and practiced are creating emotional safety, presence, building rapport, congruence, active listening professional ethics, professional boundaries, fundamental of dialogue and working with emotional release.
Evaluation Method: Students demonstrate knowledge by facilitating dialogue with a fellow student under faculty observation.

Structural Medicine Monday Night Student Clinics

Instructors: Donna F. Bajelis, PT/L, CHP, SMS
Stacy Earlywine, SMS, BCSI, LMT
Joe Kelly, ACSMS, BCSI, LMT
Maureen Warren, LMT, CHP, SMS

252 hours

Objective: Over the course of the two-and-a-half years, students will be taught the structural integration series which consists of 15 total sessions and 30 total hours. Students will be exposed to and learn about each pathology. Clinics are three hours on three Monday evenings per month, taught and supervised by Donna Bajelis and LMT. Students learn and practice how to do a thorough structural medicine session. They learn and demonstrate how to take a client history, how to do a postural assessment, myofascial length testing, interpretation of myofascial length testing, creation of customized treatment plan, executing the customized treatment plan on their client, re-evaluating results, and doing movement lessons with their client. The class includes but is not limited to the following pathologies: COPD, post mastectomy, post motor vehicle accident (whiplash), shoulder rotator cuff surgical repair, post total knee, post total hip, herniated disc, low back pain, facet joint arthritis, hip surgical labral repair, acute vs subacute vs chronic, knee es, degenerated disc disease, spondylolisthesis, ligament sprains, Achilles tendonitis vs. tenosynovitis, plantar fasciitis, fibromyalgia, headaches, post stroke/CVA, carpel tunnel, Parkinson's, lumbar sciatica, thoracic outlet syndrome (TOS), treating first and second degree burns that are well healed, knee amputations, and pregnancy after the first trimester.

Evaluation Method: After each three-hour clinic, students verbally answer questions related to the session about anatomy, physiology, pathology, bodywork, and myofascial length testing.

Structural Integration Program Apprenticeship Dimension

Each student completes at least five entire Structural Integration series in mentor's office. The mentor and student work together on one client at a time. The role of the mentor is to be available for feedback, make suggestions and answer questions. This is an effective way to both evaluate the student and deepen the student's understanding of the work and their technical skills.

The students document each session in a SOAP note format, turn it in to their mentor and the director, then review the form with each mentor and students. The model/client fills out an evaluation form for each structural medicine series. The model/client has 15 minutes before and after each session to discuss their feedback toward the faculty member and students.

The intention is to develop proficiency in all the aspects of Structural Integration:

- Student/client rapport-building skills.
- Seeing evaluation skills of postural organization and myofascial length testing evaluation with documentation and analysis
- Treatment-planning skills utilizing above data.
- Hands-on performance of myofascial manipulation in an integrated timely and customized form
- Reevaluation of postural organization and documentation
- Reevaluation of myofascial length testing and documentation
- Client/student/faculty feedback

Schedule 2022–2026

Structural Medicine Specialist™ Course

The program consists of two parts:
Part A: Years one through two-and-a-half
Part B: Years two-and-a-half through four

Class Dates and Term

Classes commence May 6, 2022. The 2.5-year massage therapy program ends Nov. 18, 2024. The additional 1.5 year Structural Medicine Specialist certification finishes August 10, 2026.

Hours and Locations

Students meet one weekend (Friday–Sunday) per month for eleven months each year at the ISM Training Center in Twisp, WA. Class does not meet in January.

Three Monday nights each month, students meet for clinicals in Mercer Island, WA

Weekend Class Hours In Twisp
10:00 am – 7:30 pm Friday & Saturday
includes 2-hour lunch break, 1–3 pm

10:00 am – 2:00 pm Sunday
no lunch break

Monday Class Hours In Mercer Island
5:00 pm – 8:00 pm

Independent Study
Students are assigned independent study and practicums with models during the time between weekend intensives.

Holidays

No class on official national holidays and during winter break in December.

Class Size

To assure optimum depth of learning, class size is limited to 12–14 students. Maximum student-teacher ratio is 1:14.

Enrollment Period

Enrollment applications are due six months prior to the start of the training. All courses are included and required. Refer to pages 10–14 for course descriptions and overview.

Tuition and Fees

Structural Medicine Specialist Four-Year Program

Tuition
$35,000

Application and Selection Committee Fee
$550 non-refundable, due with application

Deposit
$5,500, due six weeks prior to start of training

Payment Plan
$500 no-interest payment plan, payable each month for 59 months. Due on the 1st of the month, beginning the first month of the training.

Cadaver Lab Fee
$2,500 (approximately) additional fee for five-day cadaver lab plus airfare.

Books and Supplies
$5,000+ approximately
Many books can be found from used book sources at a great discount. Refer to the book list and the detailed costs on page 2 of the enrollment contract in the application materials.

Discounts
$2,000 discount if full tuition is paid six weeks prior to the start date of the training.

A 25% tuition discount is offered for Certified Structural Integration practitioners who have passed the IASI exam.

A 75% tuition discount is offered for Structural Integration Trainers.

Tuition for Canadians is offered on par.

Financial aid is not available.

Optional Fifth Year Training
An additional fee will apply; to be announced.

Obtaining Permanent Certification

After completing the four-year training, a one-year practice phase is initiated. During this phase, 120 client sessions must be completed to obtain permanent certification. This includes full Structural Medicine series work on a minimum of five additional clients.

Prerequisites & Application Process Checklist

Prerequisites

Students must meet the following prerequisites before entering the Structural Medicine Specialist™ Training Program:

- Be at least 25 years of age (or waiver from ISM Selection Committee).
- Have completed a minimum of a high school graduate level education.
- Have received a minimum of ten "structural integration" bodywork sessions from a Structural Medicine Specialist,™ Hellerworker, Rolfer, Soma, KMI practitioner or any certified structural integration practitioner, prior to the first day of instruction.

Application Process Overview

☐ Submit a completed Structural Medicine Specialist Training Program Enrollment Application Form with four photographs and non-refundable application and selection committee fee to the Director.

☐ Provide at least two (2) letters of recommendation to the Director. One letter must be from a professional medical practitioner or licensed body worker. The second letter must be from a personal friend or associate.

☐ Schedule and complete the ISM Selection Committee interview. During this interview, the committee will ask you about your physical, emotional and financial readiness to enter the training, as well as your commitment to the training. In addition, the Institute of Structural Medicine will consider your initiative, confidence, presentation and clear acceptance of ISM contractual agreement conditions. Each applicant will receive a separate interview. Admission interviews must be pre-arranged by the student with the ISM Director.

☐ Sign and date
ISM Enrollment Agreement Contract

☐ Sign and date
Annex A: SMS Training Program Agreement

☐ Sign and date
Annex B: ISM Cancellation and Refund Policy Agreement

☐ Sign and date
Annex C: ISM Complaint Procedures & Remedies Agreement

☐ Sign and date
Annex D: ISM SMS Certification Agreement

☐ Sign and date
Annex E: ISM Private Vocational School Enrollment Acknowledgment (PVSA) Notice

Application Packet

A complete checklist detailing all steps of the application process, as well as a road map to guide you through the training program is included in the application packet. The packet also includes contact information, a list of required books and software, and information about application and selection committee fees and a schedule of payments. Please visit our website at www.structuralmedicine.com to download the application packet.

Admission standards and policy are according to WAC 490-105-140.

Policies

Progress Reports and Grading

The instructors of the Institute of Structural Medicine grade all classes on a Pass/Fail basis, with a passing grade requiring scores of 80% or better. Grades are provided on paper.

The entire training is a process of education, integration and evaluation. During classroom sessions, the community environment allows for clear and constant monitoring of students' progress. Open exchange, oral examination, written testing and student dialogue supply for opportunities for appraisal for each student's strengths and weakness.

The faculty provides individual attention to ensure that all student work meets the school's standards of quality and excellence. Letter grades are not given; students are evaluated individually on a pass/fail basis. During the weeks of no intensive training, the students are required to continue their Independent Study. Completed assignments are given directly to student's instructors. During the hands-on classroom sessions, the instructors carefully monitor and supervise the students as necessary.

Satisfactory Completion

In order to graduate from the Institute of Structural Medicine, a student must demonstrate intellectual mastery of course material and technical skill in delivering structural integration. Students must also complete all field work and independent study assignments.

All students must show regular attendance and complete all hours of study. In the event that a student does not complete the training with an adequate evaluation, students may be required to repeat certain sections of the material, as well as to pay prorated tuition for such remedial study.

Tests and evaluations may be retaken a maximum of three times.

Records and Transcripts

The Institute of Structural Medicine keeps records of student progress and course work at the Twisp, WA location. These records are available to students, instructors, and other authorized individuals at any time during working hours and are kept for 50 years. Records requests should be made to Donna Bajelis, via phone (206) 713-9758.

Attendance

Students must be on time and present from the beginning to the end of class each day. In the first 2.5 years of training students are allowed to miss three Monday night classes, and one weekend training. In the second year and a half, students are allowed to miss two Monday night classes and one weekend training. However, each student is responsible for scheduling time with the instructor to make up for the time missed. During Independent Study portions of the training students must submit all assignments to their instructor on time. Students failing to make satisfactory progress due to absence, tardiness, or lack of commitment may be subject to administrative review, remedial work, or dismissal. At the discretion of the faculty, a dismissed student may re-apply for admission at the beginning of another term.

Religious Accommodation: The Institute of Structural Medicine will make good faith efforts to provide reasonable religious accommodations to students who have sincerely held religious practices or beliefs that conflict with a scheduled course/program requirement. Students requesting a religious accommodation should make the request, in writing, directly to their instructor with as much advance notice as possible. Being absent from class or other educational responsibilities does not excuse students from keeping up with any information shared or expectations set during the missed class. Students are responsible for obtaining materials and information provided during any class missed. The student shall work with the instructor to determine a schedule for making up missed work.

Policies continued

Conduct

If a student's actions during the training jeopardize the reputation of the Institute of Structural Medicine or otherwise damage the school, the faculty may find cause for an administrative review, remedial action, or dismissal. During the classroom phases of the training all students are expected to abide by the ground rules established by the Institute of Structural Medicine and the training facility.

Ground Rules

In the first two and a half years of training; students cannot miss more than two weekends of training and cannot miss more than three Monday night classes. The student must arrange to make up classes for any material they have missed with the director and faculty in a timely manner. All students must sustain the ability to remain present during all classroom hours, and effectively communicate their emotional needs. There will be no tolerance of substance abuse. If students are required to take prescription medication, information must be communicated in writing to the director Donna Bajelis, Licensed Physical Therapist, CHP, SMS.

Leave of Absence

Students with problems related to immediate family, serious illness, or financial difficulty may receive a leave of absence. The student may reenter the school at a time agreed upon by the student and faculty. Depending on the circumstances and duration of the leave of absence, the student may have to repeat some previous studies. This repetition may entail additional tuition fees to the student, to be established on a case-by-case basis.

Competence

The faculty members of the Institute of Structural Medicine stress that admission as a student and participation in the Structural Medicine Training Program do not guarantee successful graduation. All students must demonstrate satisfactory progress and competence throughout the training. This requirement is not intended to cause doubt or discouragement. On the contrary, the faculty is committed to supporting each student to her or his fullest capacity. The teachers and staff emphasize that they require a serious commitment of every student.

Placement Assistance

The Institute of Structural Medicine assists its graduates in developing profitable business practices in a variety of ways. First, by completing the assignments in the Independent Study portion of the training, students will graduate with an established client base. Secondly, the business education provided during the training is designed to provide realistic and practical training to help practitioners succeed. Finally, the school will inform students about opportunities for work in existing health or education settings. *However, the Institute of Structural Medicine can make no guarantee of placement, and the development of the practice ultimately depends on the graduate.*

Policies continued

Washington State Student Tuition Recovery Fund

The Institute of Structural Medicine is authorized to operate as an approved, private post-secondary school by the state of Washington Workforce Training and Education Coordinating Board under Chapter RCW 28C.10. Persons seeking to resolve problems or complaints should first contact their Training Coordinator, or other administrative personnel. Requests for further action may be made to Donna F. Bajelis, owner and founder of ISM.

Washington law requires that, upon enrollment, a fee be assessed in relation to the cost of tuition (RCW 28C.10.082). The fees support the student tuition recovery fund. It is important that enrollees keep copies of all enrollment agreements, contracts or other application forms to document the total amount of tuition paid, and records showing the percentage of the course completed. Such records would substantiate a claim for reimbursement from the STRF, which in order to be considered must be filed within 60 days following school closure or termination of the student.

For further information or instructions, contact:
Workforce Training and
Education Coordinating Board
Raad Building, 128 10th Avenue SW
P.O. Box 43105
Olympia, WA 98504-3105
(360) 709-4600 workforce@wtb.wa.gov

Nothing in this policy prevents a student from contacting the Workforce Board at (360) 709-4600 at any time with a concern or complaint.

Refund Policy in Accordance with WAC 490-105-130

The SMSTM Training Program is a non-resident training program consisting of forty-four (44) months of training. The primary form of instruction is at each of the training sessions conducted at the school in Twisp, Washington, with each weekend consisting of nineteen (19) hours. Allowable refunds to a Student after classes have commenced are structured according to the requirements of RCW 28C.10, Refund Policies and the terms and conditions of this contract.

Retention of tuition by ISM and allowable refunds to the Student are based on the total tuition cost ($32,500) for the ISM SMSTM Training Program, in accordance with RCW 28C.10 requirements, not the contract schedule of payments from the Student to the school (payment due dates) and refunds do not include discounts for early payment. All retention amounts and refunds are based on $32,500 tuition for the SMSTM Training Program.

ISM will refund Student payments, according to the conditions and terms shown in the table in the ISM Enrollment Agreement Contract, Annex B, within thirty days of the student's official date of termination.

Non-Discrimination Policy

The Institute of Structural Medicine does not discriminate against students or potential students on the basis of race, creed, color, national origin, sex, veteran or military status, sexual orientation, or the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a person with a disability.

Accommodation Requests

To request a reasonable accommodation, please contact Donna Bajelis at (206) 713-9758.

Training Facility: Twisp, WA

TWISP TRAINING CENTER IN WINTER

Physical Location
103 Ross Road, Twisp, WA 98856

Cell Phone (Preferred) (206) 713-9758

Location Fax (509) 997-2344

Total Bathrooms
Three adjacent bathroom facilities and shower.

Laundry
Washer and dryer adjacent to training center.

Site
20.5 Acres with Riverfront.

Measurement
720 square feet with adequate windows for ventilation and light.

Lighting
Adjustable lighting throughout the facility.

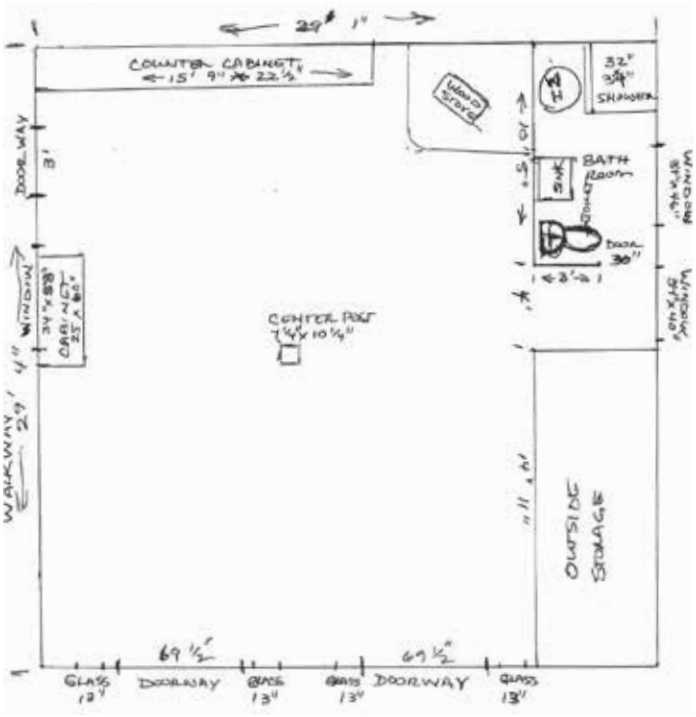
Teaching Privacy
Multiple Shoji screens/linen to be used for client/student privacy. Carpeted flooring, private, relatively sound proof.

Library
Extensive library with relevant texts, DVDs, videos and software: anatomy and physiology, psychology, energetics, bodywork, movement, and business.

Other Resources
Multiple skeleton models, slide projector, TV/VCR, computer, 52-inch LCD display, light projector, treatment tables.
Cabinets for storing students' books, miscellaneous storage space.

Internet Access
Wireless and wired internet access is available.

Twisp Training Facility Floor Plan



Structural Medicine Clinics and Administrative Office

MERCER ISLAND STUDIO

Physical Location
Structural Medicine Clinics and the administrative office are located in the Seattle area on Mercer Island:

4242 East Mercer Way
Mercer Island, WA 98040

Phone
(206) 713-9758

Fax
(206) 275-0458

Total Bathrooms
Bathroom and shower facilities.

Site
Location in mixed-use neighborhood on Mercer Island

Measurement
810 square feet with adequate windows for ventilation and light

Teaching Privacy
Multiple Shoji screens/linen to be used for client/student privacy. Relatively sound proof.

Laundry
Washer and dryer adjacent to training center

Library
Extensive library with relevant texts, DVDs, videos and software: anatomy and physiology, psychology, energetics, bodywork, movement, and business.

Other Resources
Multiple skeleton models, slide projector, state-of-the-art computers, light projector, treatment tables. Cabinets for storing students' books, miscellaneous storage space.

Internet Access
Wireless and wired internet access is available.

Lighting
Adjustable lighting throughout the training center.

Professional Membership & Certification

Approved Washington State Private Post-Secondary School
The Institute of Structural Medicine is authorized to operate as an approved private post-secondary school by the State of Washington Workforce Training and Education Coordinating Board under Washington State law, Chapter 28C.10 RCW.
www.wtb.wa.gov

Northwest Career Colleges Federation
The Institute of Structural Medicine is a member in good standing with the Northwest Career Colleges Federation.
www.nwcareercolleges.org

Certified by the International Association of Structural Integrators (IASI)
The Institute of Structural Medicine is certified by the IASI, ID #83.
www.theiasi.net

This school is licensed under Chapter 28C.10 RCW. Inquiries or complaints regarding this private vocational school may be made to: Workforce Board, 128 – 10th Ave. SW, Box 43105, Olympia, WA 98504-3105 wtb.wa.gov; (360) 709-4600; pvsa@wtb.wa.gov