



CHI
UNIVERSITY

Case Report Guidelines

What are the case requirements?

The case should:

- Use modalities that correspond to your certification course
- Span over a period of at least 3 months
- Have treatments administered over 5 or more visits

How should I structure my case report?

The case report should be 5 or more pages long and include the following:

- History
- TCVM diagnosis
- Details of each visit
 - Date
 - Observations
 - Treatment administered
 - Rationale of each treatment
- Summary

Additionally, make sure to include the following on every page:

- Name
- Class (example: CVA)
- Page number

****Please do not include any personal client information (such as client name, contact details, etc.) in your report(s).***

How do I submit my case report?

Email your case report as a Word (.doc or .docx) or PDF (.pdf) attachment to report@chiu.edu.

We will confirm receipt within 2 business days. Your case report will take 4-6 weeks to come back with a “Pass” or “Fail” grade.

If you have not paid your certification fee, you will be asked to complete your payment before we review your case report.

Case report requirements and samples for each certification

| Certification | # Reports Required | Sample Case Report |
|-------------------------|--------------------|---|
| CVA - Acupuncture | 1 | CVA Small Animal Case Report CVA Equine Case Report Informe de caso de CVA en animales pequeños |
| CVCH - Herbal Medicine | 3 | CVCH Small Animal Case Report CVCH Equine Case Report |
| CVFT - Food Therapy | 1 | CVFT Case Report |
| CVTP - <i>Tui-Na</i> | 1 | CVTP Small Animal Case Report CVTP Equine Case Report |
| CTPEP - Palliative Care | 1 | CTPEP Case Report |

****Please do not include any personal client information (such as client name, contact details, etc.) in your report(s).***