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## Case Report Guidelines

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## What are the requirements for the case?

The case should meet the following criteria:

- Utilize modalities that align with your certification course.
- Cover a duration of at least **3 months**.
- Involve treatments that are administered over **5 or more visits**.
- **Not have been previously submitted for a different certification or course assignment.**

## How should I structure my case report?

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

- History
- TCVM Diagnosis
- Brief of each visit
  - Date
  - Observations
  - Treatment administered
  - Rationale of each treatment
- Summary

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

- Name
- Class
- Page number

## 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](mailto:report@chiu.edu).

We will confirm submission once we receive your case report by email. 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	<a href="#">CVA Small Animal Case Report</a> <a href="#">CVA Equine Case Report</a>
CVCH - Herbal Medicine	3	<a href="#">CVCH Small Animal Case Report</a> <a href="#">CVCH Equine Case Report</a>
CVFT - Food Therapy	1	<a href="#">CVFT Case Report</a>
CVTP - Tui-na	1	<a href="#">CVTP Case Report</a>
CTPEP - Palliative Care	1	<a href="#">CTPEP Case Report</a>