

Clinic enrolment and progress procedure

Scope: Students completing the HLT62615 Advanced Diploma of Ayurveda are required to complete 400 hours of clinical training while HLT52615 Diploma of Ayurvedic Lifestyle Consultation students are required to complete 200 hours of clinical training in order to graduate. The objective of the policy is to provide clear guidance to the students as to when they should commence their clinical training (work placement) and where and how they complete their clinical training.

Pre-requisite: Students must complete all the theory units (subjects) and workshop before enrolling in the work placement. The pre-requisite subjects are listed in the course brochure under course structure.

Choosing the clinic

Procedure:

Choosing an appropriate clinic and a practitioner: AIHFE has built a strong link with the industry and identified some clinics where students can undertake their placements. The list is updated regularly and published on the website under partner clinics. Please note that these clinics are individually owned, managed and operated and AIHFE has no control over how and when they operate their clinics. If a student wish to select a clinic listed on the website, AIHFE strongly recommend that they contact them directly and arrange a suitable time to meet the practitioner. It is also a good practice to make an appointment as a client to the clinic and see how it operates and the facilities available and whether the student like the clinic, facilities and the way how the practitioner operates. At the consultation, the student may tell the practitioner, that he/she are also studying at the AIHFE and would like to undertake the placement at their clinic (if the student like the clinic and the practitioner!) and whether they would like to have them in the clinic.

After that conversation, students are required to contact the college and provide the details of the practice and we will then take over the arrangement of the placement for students.

Students are not required to pay any fees for the placement to the practitioners as the college takes care of that and provides all the required information to the practitioner.

After confirmation of the placement AIHFE informs the student who then need to contact the practitioner to finalise placement arrangements. Placement arrangements are negotiated (days and time) between the students and the practitioners that suit the operation of the practice.

Student may choose more than one clinic /practitioner to complete their clinical training/placement. However, a clinic block (unit) of 80 hours (for Advanced Diploma students)

must be completed in one place under the same practitioner. Diploma students may select up to 2 clinics and encourage to complete at least 100 hours at each clinic.

In addition to AIHFE listed partner clinics, student may choose a clinic or practitioner in their location willing to take them under their supervision to undertake the required clinical training.

If this is the case, please make sure that the practitioner has the appropriate qualification to supervise the student.

For Advanced Diploma students the practitioner must have an Advanced Diploma of Ayurveda or higher or equivalence qualification and current Certificate IV in training and Assessment or a higher qualification. For the Diploma student's supervision, the practitioner must have a Diploma of Ayurvedic lifestyle consultation or higher or equivalence and current Certificate IV in training and Assessment or a higher qualification in training and Assessment. If a student has any doubt, please contact the college.

In any case the college will do the validation process and confirm the students of their supervisor's suitability once the validation process is completed.

Clinic enrolment:

For Advanced Diploma students, 400 hours of placements are included over five clinical unit. Each unit will have 80 hours. Students can enrol only in one unit at a time and complete all the activities and submit the activities required, in the learning portal at the end of that unit.

A daily logbook should be maintained by the student signed by their supervisors and relevant pages should also be uploaded to the learning portal at the end of that unit.

After successful completion of one unit student can enrol in the next clinic unit in that order. (ACL401, ACL502, ACL603, ACL 704 and ACL805).

Placement for the Diploma students is offered as a single unit of 200 hours.

Requirements for clinical training for Advanced Diploma students:

1. Get the students' log book signed by the nominated supervisor daily for the tasks they have completed. (eg: 9:00 am-10:30 am Lifestyle consultation and advice) and submit the relevant pages in to the learning portal once they have completed each unit. (Advanced diploma students).
2. There are a number of tasks that are expected to perform in each clinic block, and they are listed in the clinic workbook.
3. Complete them as listed and submit to the learning portal as instructed in the student workbook.
4. It can be understood in some situations, the student may not be able to perform all the tasks that are listed in the workbook/checklist.

5. If that happens, please let the supervisor know that the student need an opportunity to practice and demonstrate those tasks/skills and make sure that you complete them in future units and record them in the logbook and any other relevant documents.
6. **Make sure during your Advanced diploma of Ayurveda related clinical placement that you should demonstrate the completion of at least ;**
 - a) 25 different (different life stages/ male and female) Ayurveda Lifestyle consultation/ assessment using lifestyle assessment framework
 - b) 25 different (different life stages/ male and female) Ayurvedic Bodywork sessions such as abhyanga, Shirodhara and Kati Basti,
 - c) 25 different (different life stages/ male and female) Ayurveda Lifestyle advice
 - d) 25 different (different life stages/ male and female) Ayurveda nutritional advice
 - e) 40 different (different life stages/ male and female) Ayurveda full consultation (History and examination)
 - f) 40 different (different life stages/ male and female) case analyses and diagnoses within the Ayurveda framework.
 - g) 40 different (different life stages/ male and female) remedial therapy sessions, such as
 - abhyanga
 - bala abhyanga
 - shiro abhyanga
 - nabhi - naval vijnanam and massage
 - karna purana (oil in ear)
 - nasya, pratimarsha (oil in nose)
 - sat karma - kunjala, neti, baghi, basti, bhastrika, nauli
 - shad upkarmas
 - langhana
 - brimhana
 - rukshana
 - snehna
 - svedana
 - sthambana
 - chavitti
 - pregnancy massage (part of abhyanga)
 - massage after pregnancy (mother massage)
 - udvartana (massage with pressure, dry and unctuous)
 - udgharshana
 - navarakizi
 - yoga chikitsa
 - provided Ayurvedic therapeutic dhara treatments, including each of the following at least twice:
 - (shiro dhara)
 - parisheka

- pizichil
- pinda sweda
- lepas, basti

- bhaspa sweda
- cleanses
- provided Ayurvedic therapeutic basti treatments, including each of the following at least once:
 - hrud basti - snehan over the cardiac region (hridaya)
 - kati basti - snehan over the lumbrosacral region (kati)

- h) Prepare at least 40 different (different life stages/ male and female) Nutritional plans.

- i) Create at least 40 different clients (different life stages/ male and female) prescriptions

- j) prepare and dispense at least 20 Ayurveda Medicine including;
 - avaleha/pravahi
 - kashaya
 - kwatha choorana
 - guggulu
 - ghrita
 - choorana
 - taila
 - vati- gautika
 - lepa/ ubtan
 - swarsa
 - kalka
 - kwatha
 - hima
 - phanta
 - kshirapaka
 - ubtan
 - lepa
 - dispensed each of the following at least once:
 - arishta
 - arka
 - asava
 - avaleha
 - choorana
 - dravaka
 - ghrita
 - guggulua preparations
 - kashaya
 - lauh
 - lepa/ ubtan

- talia
 - vati
 - (Followed dispensing processes that meet the *Ayurvedic formulary of India* and the *Ayurvedic pharmacopoeia of India* guidelines and legal requirements)
- k) Monitoring (Follow up) and managing 40 different Ayurveda assessment and treatment session.
7. **Make sure during your Diploma of Ayurvedic lifestyle consultation related clinical placement that you should demonstrate the completion of at least ;**
- a. 25 different Ayurvedic lifestyle assessments
 - b. 25 different bodywork sessions
 - c. 25 different Ayurvedic lifestyle consultations
 - d. 25 different Ayurvedic nutritional advice
 - e. 40 different Ayurvedic remedial therapies

During the student's 200 hours of clinical training.

8. If there is any document that needs to be completed or submitted, the certification may get unnecessarily delayed.
9. Even if the college asks the student to submit only one example of the activity that has been completed, the student should make sure that he/she have all the required number of activities in the portfolio, as the college and or the regulatory body may ask to provide more evidence even after the student has graduated up to 6 months.
10. Work collaboratively and corporately with the clinic supervisors and see how the student can also add value to their practice. After all, they are going to be the senior colleagues. Remember, the skills of the students will give them a job. But the student's attitude is everything and will bring the fortune.
11. If there is any element of the supervision that the student is unhappy with, he/she should talk to the supervisor/s, and if the matter is unresolved, they may contact the college to intervene.
12. Just to remind that we recommend the students to have their own public liability and indemnity insurance as a student, which they can obtain from a number of insurers at a very nominal fee.
13. Make sure that the student download the current observation checklist from the leaning portal and get it signed by the clinician and trainer and assessor as there are updates time to time.

Readiness for the graduation

Once the students have completed all the theory units, successfully completed all the assignments, projects, activities, required clinic hours and a number of cases and demonstrated competencies and met all the administrative requirements, they may be ready to graduate.

Before the students' graduate, there will be an exit interview for them to attend, which can be done remotely via zoom. The students need to contact the college directly to arrange the exit interview.



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