

# **The Chicago School of Colon Hydrotherapy**

## **I-ACT Advanced Level Course**

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# Our Philosophy

The Chicago School of Colon Hydrotherapy is an academic center guided by the natural healing arts where students receive in-depth training on the administration of colon hydrotherapy using both the closed and open systems.

We are complementary healthcare practitioners who believe students should be developed to meet the highest standards of practice and client satisfaction. Through this training, we seek to contribute to the overall health of our community.

The Chicago School of Colon Hydrotherapy is associated with Prep Partners Training & Consulting in an essential relationship. The quality of our instruction is enhanced through students integrating course material with practical application.

We believe this integration enhances the learning environment, promotes excellence of practice, and develops critical thinking skills.

# Directors

Dorothy Chandler, RN is an Illinois licensed Registered Nurse for over 30 years. She is an I-ACT national board certified colon hydrotherapy instructor. She serves as a member of the board of directors of I-ACT, and on the I-ACT executive education committee. Until recently served as the Midwest Regional Representative for I-ACT. Dorothy has provided several thousand colon hydrotherapy sessions on both the closed and open systems since 1996.

Dr. Milton Chandler, DN completed the Chicago National College of Naprapathy in 1977 and is a state licensed Naprapath, a manual medicine therapy. Dr. Chandler was certified as a colon hydrotherapist in 1979 from the Woods Colonic Institute. For almost 30 years, Dr. Chandler has provided several thousands sessions on both the closed and open systems. During his years of practice, Dr. Chandler has counseled many clients on maintaining their health with lifestyle changes and others on regaining their health. Both groups have used spinal manipulation, proper nutrition, fasting, detoxification and colon irrigations.

# Instructors

Both Dorothy Chandler and Dr. Milton Chandler are Illinois licensed health care practitioners and national board certified I-ACT instructors and have completed the requirements for the designation of CNHP (Certified Natural Health Professional).

Each have been a student of Holistic Nutrition, Kinesiology (muscle testing), Iridology, Parasitology and Biological Ionization Testing.

Each have and continue to obtain continuing education hours to remain current in the natural health field.

Additionally, both have taken courses toward certification in Cranio-Sacral Therapy & Lymphatic Drainage with Dr. John Upledger's trainings.

Other Instructors at the Chicago School of Colon Hydrotherapy include both medical and natural health practitioners from the Chicagoland area.

These practitioners hold a license or certification in their field of expertise.

# Code of Ethics

Remembering to work with honesty and integrity everyday

Understanding the ethics of touch, when to look at and how to listen to your client.

Recognizing the need to stay within our scope of practice.

Respect for your client, respect for yourself and protecting each persons privacy.

Lastly, practice safely, do no harm.

# Class Etiquette

- Only prescription medications, nutritional supplements and/or health sustaining nutrients are permitted on the premises.
- If you have a communicable disease please discuss with director before applying to program.
- All client information is private, discussion of a clients condition, progress, or interests with anyone other than an instructor is prohibited.
- Phone calls to clients are not permitted.
- All cell phones must be off while in class or in client sessions.
- All client records are confidential and the property of the client and Prep Partners Training & Consulting. Students have access to this information solely for instructional purposes.
- We promote a professional and ethical learning environment.
- No discrimination on the basis of race, religion or sexual orientation is permitted.
- Rude, inappropriate or disrespectful behavior will not be permitted.
- Students are expected to treat each other, staff, instructors and clients with the utmost respect at all times.
- Violation of these rules will result in immediate release from the program without exception:

# Equipment Use and Purchase Requirements

## Reprinted: I-ACT Policy & Procedures

I-ACT recommends the use of currently registered FDA equipment and only disposable speculums, rectal tubes, or rectal nozzles. However, should the Therapist use reusable speculums, these speculums should at a minimum, be autoclaved for sanitation and cleanliness(30minutes). Additionally, the autoclave unit must be tested and inspected by competent authority at least four times per year- maintain documentation. **(Under NO conditions should a disposable speculum or rectal tube be reused).**

I-ACT recognizes that the FDA classifies equipment used to instill water into the colon through a nozzle or speculum inserted into the rectum to evacuate the contents of the colon into three distinct classes; Class 1(Enema Kits), Class II and Class III are (Colon Irrigation Systems).

# Equipment Use and Purchase Requirements

## Reprinted: I-ACT Policy & Procedures

Follow the guidelines of your manufacturer, as approved by the FDA for the type of equipment or devices you are using. Make no claims as to the use of your device other than those approved by the FDA.

The FDA requires Class II devices to be sold on or at the order of a physician or healthcare practitioner. This may be different in each state. Ensure you are in compliance with your local, state, federal and country guidelines. Ensure equipment you purchase is cleared for use in your country.

# Equipment Use and Purchase Requirements

## Reprinted: I-ACT Policy & Procedure

I-ACT recognizes there are two distinct types of colon irrigation systems; open and closed systems. However, it is I-ACT policy that the colon hydrotherapist/technician is always in attendance/or is immediately available to the client throughout the session. The degree of assistance is to be in compliance with the instructions of the manufacturer of the equipment as registered with the FDA, and/or as directed by a physician.

The policy on insertion is to follow the instruction of the referring physician; the guidelines of the manufacturer as approved by the FDA; or the directives from the authority of your city, county, state, country ordinances.

# I-ACT Policy: Advertising

I-ACT recommends that you do not put the initials (CT) for colon hydrotherapist after your name, write it out in full. According to most state laws, putting initials after your name is not allowed unless you are licensed or have a degree from an accredited professional school.

Advertising copy which states or implies that colon hydrotherapy can treat any disease, promise cure for any disease, or that makes unsubstantiated medical claims SHALL NOT be used.

Additionally, I-ACT recommends each therapist not using FDA registered equipment consider upgrading their equipment to FDA registered equipment in the very near future.

# I-ACT Certification Advanced Level

1. Must show proof of a high school education and/or higher education or its equivalent.
2. Minimum 1,000 hours of Colon Hydrotherapy training approved by I-ACT, or have proof of a minimum of 3 years of practice in healthcare.
3. I-ACT recommends each new student receive 1-3 colonics prior to entering training; waived only if contraindicated.
4. Must have completed the required Anatomy & Physiology, 3 credit hours or 45 classroom hours from a licensed institution or from an I-ACT recognized course or institution.
5. Must show proof that they have taken a CPR class
6. Individuals that are non-licensed medical health care providers MAY NOT take the Level 3 exam until they have been certified by I-ACT at the Intermediate Level for 1 year. This means all requirements for certification have been met for 1 year at the intermediate level.
7. MUST be an I-ACT member in Full standing before taking certification exams.

**\*ALL REQUIREMENTS MUST BE MET BEFORE TESTING\***

# CSCHT Admission Requirements

All prospective students must:

- Be 21 years of age with no felony convictions.
- Have a high school diploma, GED, or Abilities of Benefit Test (Wonderlich Ability To Benefit Test)
- Must complete the online Anatomy & Physiology course\*
- Interview with school director in person or by phone
- It is strongly suggested that the prospective student have an agreement with a licensed healthcare practitioner in the state of planned business operations.
- Any student having a contraindication for colon hydrotherapy must provide a prescription from their primary care provider to receive colon hydrotherapy during training.
- It is suggested that you have personally experienced 2 colonic session within the past twelve months; unless contraindicated.
- Prerequisite: prior course instruction in A&P.
- Prerequisite: Current CPR certification
- Please send resume with proof of all related experience.
- Please submit **copy** of any license you possess.

# Tuition Payment Policy

## Tuition Payment Policy

- The Chicago School of Colon Hydrotherapy requires the following payments for all students:
- Application fee as stated on enrollment agreement
- If taking the Anatomy & Physiology online course; materials are mailed upon receipt of course tuition  
\*\* If applicable\*\*
- Colon Hydrotherapy course: 1/3 of outstanding balance due 45 days before 1<sup>st</sup> day of class
- 1/3 of outstanding balance due 20 days before 1<sup>st</sup> day of class
- Remaining outstanding balance due 5 days before start of class
- Outstanding tuition & fees must be paid in full upon start of program.
- Fees for the **Online Anatomy & Physiology course** material are separate and are non refundable if opened

# Holidays Observed

- ◆ Dr. ML King Day
- ◆ Easter
- ◆ Memorial Day
- ◆ 4th of July
- ◆ Labor Day
- ◆ Thanksgiving Day
- ◆ Christmas Eve and Day
- ◆ New Year's Eve and Day

# Advanced Level 3 Course Outline

Overview: 100 Total Course Hours

Advanced Anatomy & Physiology

Digestive System Pathologies ..... 50 hours

Digestive Anatomy Research Project ...25 hours

Precautions to Colon Hydrotherapy.....25 hours

Complementary / Alternative Modalities

.....425 hours - or document a total of 3 years  
in the health care field) **\*\* Must document  
certifications\*\***

**\*\*Examples are: Massage therapy, Holistic  
Nutrition, \*\***

# Class Structure

## **Student / Instructor Ratio and Class Size**

Student/Instructor Ratio is 4:1

## **Course Hours**

Provided as both classroom & distance learning format

## **Dress Code**

During class instruction, causal dress is permitted  
Please bring a lab coat for field trips

No shorts or revealing tops are allowed at any time.  
Please limit jewelry to post earrings and wedding bands.

Nails are to be kept clean, short and filed.

Limit body fragrances-many students/clients have chemical sensitivities.

# Class Structure

## Grading Scale

Students must maintain satisfactory progress in order to achieve the objectives of the program to remain in school.

We use test, quiz, essays & your research project to determine grade. 90% is considered passing.

Advanced students are required to complete a digestive system research project choosing an organ and its function.

# Attendance

## **Attendance**

Attendance records are kept each day and become a part of the students permanent file. In addition, copies of each client session review will be kept in the students file.

Absenteeism, leaving class early, and tardiness are not in the students best interest. Students must complete all course work and internship requirements to take the certifying exam.

If student is unable to come to class due to an emergency or illness, said student is required to complete all requirements before completion of course before certification testing is scheduled. Said student may be required to attend next scheduled class

# Student Services

## **Previous Education or Training**

For Advanced training, The Chicago School of Colon Hydrotherapy accepts transcripts from I-ACT recognized schools/ Instructors for courses completed.

## **Student Transcripts**

Records of dates of attendance, course of instruction and grades are maintained for all students. This information is available upon request from the school. This information is also shared with I-ACT as part of the certifying process.

## **Student Housing**

Housing is available to students through local hotels, youth hostels and extended stay hotels close to our location.

# Student Complaints/Grievance

## Student Complaints

The following is an excerpt from the Illinois  
Administrative Code Section 451.590  
Student Complaints

- a) A school shall resolve student complaints promptly and fairly and shall not subject a student to punitive action because of written grievances having been filed with the school or the Superintendent.
  
- b) The school shall maintain a written record of its handling of all student complaints.

# To File Complaint/Grievance

Complaints against the school may be registered with the Illinois State Board of Education by sending a letter to either of the following addresses:

Illinois State Board of Education  
Private Business and Vocational School Unit  
100 North First Street  
Springfield, Illinois 62777-0001  
(217) 782-2221

Illinois State Board of Education  
Private Business and Vocational School Unit  
100 West Randolph Street, Suite 14-300  
Chicago, Illinois 60601-3407  
(312) 814-2236

I-ACT  
Attention: Grievance Committee  
P.O. Box 461285  
San Antonio, TX 78246-1285

# Refund Policy

## Refund Policy

The following is an excerpt from the Illinois Administrative Code:

Section 451.530 Student Obligations, Cancellation and Refund Policies

The following definition, in addition to those found in Section 1 of the Act, shall apply to the school's policies for the assessment of student fees and for obligations and refunds:

"Class day" is any day on which instruction is provided by the school and on which the student is scheduled to attend; not included are holidays, scheduled vacation periods, other days on which instruction is not provided, and periods for which a student is granted a leave of absence.

# Refund Policy

2) A school shall maintain accurate current records that make possible prompt return of funds in the correct amount.

3) In the event a student gives notice of withdrawal, the school is obligated to refund the cost of only those books and materials purchased for the current or future terms if the books and materials have been returned to the school unmarked.

A) A school charging for books and materials, including software, shall maintain in the student's file a receipt with the book title or name of item, amount charged and date purchased.

B) A school charging for books and materials, including software, shall maintain for three years a list of these items used for each subject area and the exact charge for each.

# Refund Policy

## **Program Termination/Cancellation**

In the event classes are permanently cancelled by the school, the student will be entitled to a refund of any tuition monies already paid for their cancelled classes.

## **Program Changes and Cancellation:**

The school reserves the right to limit enrollment in each of its programs. Students are enrolled for class starts on a space-available basis. Students who have provided all entrance documents prior to the class start may be given priority in admission over students provisionally accepted pending receipt of entrance documents.

# Refund Policy

## **Program Changes and Cancellation cont:**

The program contents, training materials and schedule may be changed without notice; however, this will be done without additional expense to the student except for expendable supplies.

The school reserves the right to delay class starts when the number of students scheduled to start the next phase of training is too small economically to begin the class. The interruption or delay will not exceed one training phase, and the tuition rate for students affected will not be changed.

The school reserves the right to postpone the student's starting date at its sole discretion. A student may elect to accept the new class start date or to have all monies refunded.

# Refund Policy

## **Student's Failure to Meet Obligations:**

The school reserves the right to terminate a Student's enrollment for failure to maintain satisfactory academic progress, failure to pay tuition or fees by applicable deadlines, disruptive behavior, posing a danger to the health or welfare of students or other members of the school's community, or failure to abide by it's policies and procedures.

The school can discontinue a student's enrollment status, not issue grades, and deny requests for transcripts should a student not meet all of his/her financial and institutional obligations.

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Attention: Grievance Committee  
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