



BOUCHER INSTITUTE
of Naturopathic Medicine

BOUCHER INSTITUTE OF NATUROPATHIC MEDICINE

Focused Report
for the
Council on Naturopathic Medical Education

October 15th, 2020

The following report responds to the CNME letter dated June 26th, 2020 that states;
Based on the information and documentation provided, the CNME Board decided the following regarding the status of BINM's compliance with the CNME accreditation standards:

- *To maintain in effect the following recommendations: Rec. III-1 and Rec. IV-1.*
- *To change Area of Interest III-1 to a recommendation (listed as Recommendation III-2).*
- *To remove Recommendation IV-2. Attached to this letter is a list of the outstanding commendations and recommendations that reflect the Council's decisions stated above; there are no outstanding areas of interest.*

Furthermore, due to BINM's current lack of financial stability in its financial operations, the CNME Board also decided the following:

- *To issue a Letter of Advisement effective May 24, 2020.*
- *To require submission of a focused report by October 15, 2020, on BINM's financial condition that includes the following:*
 - *Final or preliminary draft FY 2020 accountant-reviewed year-end financial statement.*
 - *FY 2021 institutional budget including the assumptions on which the budget is based and detailed information demonstrating that the assumptions are realistic.*
 - *Information on enrollment numbers for the 2020 – 2021 academic year.*
 - *Detailed information and documentation on institutional plans to address the institution's financial instability and/or related specific actions that are currently in progress or that have been completed to strengthen financial stability.*
- *To conduct a focused evaluation visit to the BINM campus at a mutually convenient time during the time period October 2020 – February 2021, with the specific dates to be determined; the purpose of the visit is to assess the institution's progress in addressing the outstanding findings.*

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INTRODUCTION

Since the time of the last CNME report the school has experienced significant changes. As with all schools, the Institute transitioned quickly to remote instruction at the start of the Covid-19 pandemic. The clinical program implemented an EMR and Telehealth in March 2020 and continues with this in conjunction with in-person visits. Clinic revenue declined in conjunction with patient numbers and dispensary sales. The clinic operates at approximately 60% of pre-Covid capacity. In order to assess competence and ensure clinic hours and patient contacts, a number of strategies have been employed and these are detailed in the Substantive Change due to Covid-19 report that was submitted on September 30th, 2020.

The academic program continues as a blended delivery model with student coming on campus for hands-on components of the program and practical assessments. In person attendance is approximately 25% of the term.

In August, Michael Schanz announced that he would not be renewing his contract with BINM and Dr. Sarah Beasleigh transitioned in to the Acting President role, while continuing with her duties as Provost.

PRELIMINARY DRAFT FY2020 ACCOUNTANT-REVIEWED FINANCIAL STATEMENT

Refer to (Appendix 1) for the Preliminary draft FY2020 financial statement. The external audit is scheduled to begin on October 1st 2020. Preliminary trial balance and general ledgers were submitted to our external auditors on September 21st 2020 for their planning for materiality and sample sizes etc.

FY 2021 INSTITUTIONAL BUDGET

Please Refer to (Appendix 2) for the FY 2021 Institutional Budget.

BUDGET ASSUMPTIONS

Affiliation or Merger

The budget assumes that an affiliation or merger with another institute of higher education will occur by the end of December 31 2020. The budget was prepared based on a merger scenario. At this time, the Institute is required to maintain confidentiality but we are optimistic about this opportunity. In the event that this current merger proposal does not materialize, the Board and Acting President will broaden its search for other affiliation agreements. Regardless of the affiliation, we will be pursuing a more affordable lease agreement as our current occupancy costs are significantly impacting our budget.

Faculty

The budget process was more complicated than usual as the institute was forecasting another deficit for FY21. In order to mitigate this, the academic department proposed a restructure of the

department chair positions and the release of one half-time core faculty. Prior to the pandemic, it appeared that with having fewer cohorts in the program, we could manage at this level. As well, there was a push to have department chairs that were core faculty (rather than paid a monthly stipend) and we had planned for this scenario. The plan was to have a department chair for “modalities” that was a core position and could contribute to the administrative, committee and student support that was missing. This plan did not pan out for a number of reasons.

At the time of this report, one department chair (that was not a salaried employee) has been released from their contract and one faculty member (0.5FTE) has been released. One 0.5FTE core faculty/ Department Chair (Bot Med) has returned from maternity leave.

The total core faculty is six (4.5FTE). With the ongoing complexity of managing a pandemic situation, both the academic and clinical departments have been working overtime. There are plans to reinstate 0.5 FTE academic and 0.5FTE clinic faculty contingent upon board approval.

Tuition

The FY21 budget assumed an enrollment of 30 FTE’s (ND24A) beginning September 2020 and 15 FTE in January 2021 (this assumed external recruitment support). The actual enrollment for September was 36 FTE. An enrollment of 9 FTE’s (ND24B) to commence in January 2021 is needed to meet budget. At this time, interest in a January 2021 start is quite low however we have increased marketing across the board and we are planning several webinars to generate leads. Targeted audiences include IMG and graduates of the Health Sciences program at KPU.

Projected Deficit

The projected deficit for FY21 is \$1,023,042. After a transfer from reserves of \$118,747 and an anticipated GST recovery of \$105,000 resulting from the sale of the property, the deficit reduces to \$799,295.

Boucher Institute of Naturopathic Medicine Society

FTE	Actual FY19	Budget FY20	Budget FY21 143
Net Revenue	4,290,124	4,051,690	3,816,720
Wages Total	3,138,222	3,388,934	2,774,074
Expenditures Total	4,747,954	5,496,446	4,839,763
	(457,831)	(1,444,756)	(1,023,042)
Boucher Society Transfer funding approved			118,747
Boucher Society Merger Investment			
GST Recoveries Anticipated		41,000	105,000
Potential Lease Recoveries			
Surplus (Deficit)	(457,831)	(1,403,756)	(799,295)

ENROLLMENT NUMBERS FOR THE 2020 – 2021 ACADEMIC YEAR

A head count of 142.68 FTE's was projected for FY 2021. Based on enrollment numbers from the Fall 2020 class list, there are 140.88 FTE's. There are plans to start a second intake in January (that will merge in September 2021) with a minimum enrollment of 5 students. The FY21 budget was based on a total of 45 students – 30 in September and 15 in January. With enhanced marketing (Google ads, Facebook, IG etc.) and more frequent/targeted admissions information sessions, we are pouring our efforts into meeting this target.

INSTITUTIONAL PLANS TO ADDRESS FINANCIAL STABILITY

Affiliation discussions with KPU continued in the early part of 2020 with BINM receiving “institutional recognition” in the spring. This allowed for transfer credits between schools and lead to a review of syllabi by each institution to assess eligibility of transfer credits. Specifically, the KPU TAM program is determining transfer credits for graduates of BINM to assess completion requirements for their acupuncture program. A fast track in this program would afford dual licensure for NDs in British Columbia.

In spring 2020, the President, Provost and Chair of the Board visited KPU to further explore points of collaboration (Appendix 3 – BINM KPU Discussion Paper). At the time, there was still fruitful discussion around use of KPU campus space that was sitting empty. These discussions were sidelined due to the pandemic and then at last check, the space was no longer available.

The Board has moved from a single affiliation strategy and has been exploring options with other post-secondary institutions. However, at this time, in the interest of confidentiality, BINM is not permitted to share more details other than to say that both parties have signed an LOI. We expect to be able to provide more information in November 2020.

The Continuing Education department entered into an agreement with NUNM that allows BINM to greatly expand its online CE offerings (Appendix 4 – BINM CE Online). Based on this and increased marketing efforts (social media, BCNA newsletter, website), we have projected \$60k revenue from CE online and an additional \$36k from the pharmacy course.

The institute is in the early phases of developing a nutrition diploma program (Appendix 5 – Nutrition Diploma proposal). The cost for development is included in FY21 with projection for enrollment in FY22. Concurrently, a proposal for a Nutrition Certificate program has been developed that would target first professionals (ie. DC's pharmacists, nurses). There is a potential funder for the program who is interested in providing a nutrition diploma track that ends with graduates as health consultants in their grocery stores across BC.

In addition, early talks with the owner of a BC chain of pharmacies show interest in the development of modules in functional nutrition for pharmacists. Given the current rebranding of some key pharmacy chains toward holistic practice for pharmacists and/or integrative pharmacies, Boucher is uniquely poised to be the trainer of choice. Next steps involve approval to survey of pharmacists for a needs assessment and development of CE modules. (Appendix 6 – Nutrition CE

APPENDIX 1

PRELIMINARY DRAFT FY2020
ACCOUNTANT-REVIEWED FINANCIAL STATEMENT

BOUCHER INSTITUTE OF NATUROPATHIC MEDICINE SOCIETY

Statement of Financial Position

Year ended August 31

	2020	2019
Assets		
Current		
Cash	8,088,662	9,835,101
Prepaid expenses	57,667	55,758
Tuition receivable	53,187	54,452
Inventory	49,507	49,291
GST receivable	93,741	39,777
	<u>8,342,764</u>	<u>10,034,379</u>
Security deposit	205,616	205,616
Property and equipment	174,960	164,570
	<u>8,723,340</u>	<u>10,404,564</u>
Liabilities		
Current		
Account payable and accrued liabilities	205,289	418,920
Wages payable	129,187	89,914
Deferred tuition fees	341,166	361,224
Tuition deposits	177,694	182,307
Deferred sponsorship income	2,542	9,600
	<u>855,878</u>	<u>1,061,964</u>
Net Assets		
Internally restricted	7,298,336	47,690
Externally restricted	62,005	65,215
Investing in property & equipment	174,960	164,570
Unrestricted	332,162	9,065,124
	<u>7,867,462</u>	<u>9,342,600</u>
	<u>8,723,340</u>	<u>10,404,564</u>

BOUCHER INSTITUTE OF NATUROPATHIC MEDICINE SOCIETY**Statement of Operations**

Year ended August 31

	2020	2019
Revenues		
Tuition fees	3,232,919	3,643,476
Clinic	408,443	580,503
Development	126,289	151,477
Interest on Proceeds of Sale of Property	149,434	
Continuing education	40,622	96,805
Miscellaneous	44,157	46,659
Designated donations	21,000	17,000
Administrative and other fees	21,890	32,712
	4,044,754	4,568,632
Cost of Sales (note 8)	176,302	278,508
Net Revenue	3,868,452	4,290,124
Expenditures		
Wages		
Academic wages	1,052,579	1,074,508
Administrative wages	681,438	715,590
Clinic education wages	707,342	621,379
Student services wages	430,585	383,844
Clinic operation wages	228,834	226,031
Library wages	68,359	70,512
Research wages	30,965	34,349
Continuing Educational wages	18,357	12,010
Wages Total	3,218,458	3,138,223
Operating		
Leasing of Property (schedule 2)	1,250,314	751,349
Administrative expenses (schedule 1)	479,175	423,966
Academic operating expenses	106,129	107,170
Student services operating expenses	82,436	94,284
Amortization	44,036	49,874
Continuing education operating expenses	31,120	62,503
Library operating expenses	63,244	50,458
Clinic operating expenses	39,248	35,756
Designated donations	17,540	20,597
Clinic education operating expenses	9,324	12,666
Research operating expenses	0	1,111
Operating Total	2,122,565	1,609,733
Expenditures Total	5,341,024	4,747,955
Excess of Revenues over Expenditures	(1,472,572)	(457,831)

BOUCHER INSTITUTE OF NATUROPATHIC MEDICINE SOCIETY

Statement of Operations	August 31			
	2020			
	Actual	Budget	Variance	% of Budget
	2020	2020	2020	75%
Revenues				
Tuition fees	3,232,919	3,289,940	(57,021)	98%
Clinic	408,443	591,500	(183,057)	69%
Development	126,289	191,000	(64,711)	66%
Continuing education	40,622	48,000	(7,378)	85%
Administrative and other fees	21,890	26,340	(4,450)	83%
Interest on Proceeds of Sale of Property	149,434	178,500	(29,066)	84%
Designated donations	21,000	15,500	5,500	135%
Miscellaneous Income	44,157	18,910	25,247	234%
	<u>4,044,754</u>	<u>4,359,690</u>	<u>(314,936)</u>	93%
Cost of Sales	(176,302)	(308,000)	131,698	57%
Net Revenue	<u>3,868,452</u>	<u>4,051,690</u>	<u>(183,238)</u>	95%
Expenditures				
Wages				
Academic wages	1,052,579	1,181,544	128,964	89%
Clinic education wages	707,342	691,417	(15,925)	102%
Administrative wages (schedule 3)	593,010	640,809	47,799	93%
Employer's Health Tax, WCB & One-time	88,428	79,733	(8,695)	111%
Bonus				
Student services wages	430,585	429,738	(847)	100%
Clinic operation wages	228,834	232,405	3,571	98%
Library wages	68,359	71,470	3,111	96%
Research wages	30,965	47,555	16,590	65%
Continuing Educational wages	18,357	14,263	(4,094)	129%
Wages Total	<u>3,218,458</u>	<u>3,388,933</u>	<u>170,475</u>	95%
Operating				
Leaseback (2020) / Occupancy Costs (2019)	1,250,314	1,219,818	(30,495)	103%
Administrative expenses (schedule 1)	479,175	454,066	(25,109)	106%
Academic operating expenses	106,129	96,156	(9,973)	110%
Student services operating expenses	82,436	100,300	17,864	82%
Amortization	44,036	38,827	(5,209)	113%
Continuing education operating expenses	31,120	38,000	6,880	82%
Library operating expenses	63,244	59,935	(3,309)	106%
Clinic operating expenses	39,248	67,810	28,562	58%
Designated donations	17,540	15,500	(2,040)	113%
Clinic education operating expenses	9,324	13,100	3,776	71%
Research operating expenses	0	4,000	4,000	0%
Operating Total	<u>2,122,566</u>	<u>2,107,512</u>	<u>(15,054)</u>	101%
Expenditures Total	<u>5,341,024</u>	<u>5,496,445</u>	<u>155,421</u>	97%
Excess of Expenditures over Revenue	<u>(1,472,572)</u>	<u>(1,444,755)</u>	<u>(27,817)</u>	102%

Boucher Institute of Naturopathic Medicine Society

Schedule of Administrative Expenses

Year Ended August 31

	2020	2019
Accreditation fees	92,674	86,874
Information technology	117,102	91,877
Office	44,419	52,275
Legal & Audit fees	55,346	42,186
Travel and accommodation	18,836	36,210
Copier and postage	20,087	26,421
Insurance	36,394	17,070
Interest and bank charges	23,373	19,995
Marketing	34,617	22,914
Repairs and maintenance	23,404	15,982
Professional Development & Training	5,827	6,166
Board of Governors	7,095	5,997
	479,175	423,966

Boucher Institute of Naturopathic Medicine Society**Statement of Cash Flow****For the year ended August 31, 2019**

	2020	2019
Operating Activities		
Excess of revenues over expenditures	(1,472,572)	4,690,277
Items not involving cash		
Amortization	44,036	316,004
Gain on sale of property		(5,148,108)
Donations-in-kind	(12,846)	(29,098)
	(1,441,382)	(170,925)
Changes in non-cash working capital		
Tuition receivable	1,265	17,367
GST Receivable	(53,964)	(25,925)
Inventory	12,630	21,135
Prepaid expenses	(1,909)	45,609
Account Payable and accrued liabilities	(213,631)	328,728
Wage payable	39,273	3,513
Deferred tuition fees	(20,058)	(106,230)
Tuition deposits	(4,613)	40,167
Deferred sponsorship income	(7,058)	(7,058)
Tenant Security Deposits	0	(27,798)
Nicole Robinson Scholarship Awarded	(5,000)	(5,000)
Dr. Andy Somody Scholarship Awarded		(1,000)
Student Success Funds Awarded		(2,000)
	(253,065)	281,508
Cash provided by Operating Activities	(1,694,447)	110,583
Investing Activities		
Interest earned in externally restricted fund	889	1,250
Interest earned in internally restricted fund	645	870
Proceeds on sale of property	0	14,197,867
Purchases property and equipment	(54,426)	(79,091)
Cash provided by Investing Activities	(52,892)	14,120,896
Financing Activities		
Security deposit paid		(205,616)
Contributions to the Student Success Fund		2,000
Contribution to Dr. Andy Somody Fund		1,000
Contributions to the Nicole Robinson Fund	900	4,093
Repayment of mortgages	0	(5,702,291)
Cash used in Financing Activities	900	(5,900,814)
Inflow (Outflow) of Cash	(1,746,439)	8,330,665
Cash, Beginning of Year	9,835,101	1,504,436
Cash, End of Year	8,088,662	9,835,101

Cash and Cash Equivalents Consist of:

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Cash	760,721	955,101
Term deposit	7,327,941	8,880,000
	8,088,662	9,835,101

Boucher Institute of Naturopathic Medicine Society**Statement of Net Assets****For the period ended August 31, 2020**

	Internally Restricted	Externally Restricted	Invested in Property and Equipment	Unrestricted	2020	2019
Net Assets, Beginning of Year,	47,690	65,215	164,570	9,065,124	9,342,599	4,651,109
Excess of Revenues over Expenditures for the Year	-	-	-	(1,472,572)	(1,472,572)	
Proceeds on Sale of Land and building				-		
Contributions to the Nicole Robinson Fund	-	900	-	-	900	4,093
Contributions to the Student Success Fund	-	-	-		2,000	2,000
Contributions to the Dr Andy Somody Fund						
Dr Andy Somody Scholarship Awarded						
Nicole Robinson Scholarships Awarded	-	(5,000)	-		(5,000)	(5,000)
Student Success Funds Awarded	-	-	-		(2,000)	(2,000)
Transfer Proceeds of sale of property	-	-			-	-
Proceeds on Sale of Land and building	7,250,000			(7,250,000)	-	15,050,001
Cost of Disposal of Land & Bld.					-	(9,901,892)
Purchases of Property and Equipment	-	-	10,390	(10,390)	-	-
Amortization	-	-			-	-
Interest	645	889	-	-	1,534	2,120
Donations in Kind	-	-			-	-
Net Assets, End of Year	7,298,336	62,004	174,960	332,162	7,867,461	9,800,431

APPENDIX 2

FY 2021 INSTITUTIONAL BUDGET

Boucher Institute of Naturopathic Medicine Society

	Budget FY20	Budget FY21
FTE		143

Net Revenue	4,051,690	3,816,720
Wages Total	3,388,934	2,774,074
Expenditures Total	5,496,446	4,839,763
	<u>(1,444,756)</u>	<u>(1,023,042)</u>
Boucher Society Transfer funding approved		118,747
Boucher Society Merger Investment		
GST Recoveries Anticipated	41,000	105,000
Potential Lease Recoveries		
Surplus (Deficit)	(1,403,756)	(799,295)

Boucher Institute of Naturopathic Medicine Society

	Budget FY20	Budget FY21
FTE		143

Revenues		
Tuition fees	3,289,940	3,241,770
Clinic	591,500	398,200
Development	191,000	146,000
Continuing education	48,000	96,000
Other school income	26,340	26,340
Interest on Proceeds of Sale of Property	178,500	90,000
Designated donations	15,500	15,500
Miscellaneous Income	18,910	18,910
	<u>4,359,690</u>	<u>4,032,720</u>
Cost of Sales	(308,000)	(216,000)
Net Revenue	4,051,690	3,816,720

	Budget FY20	Budget FY21
Wages		
Academic	1,181,544	1,109,924
Clinic Education	691,417	649,025
Student Services	429,738	340,782
Clinic Operations	232,405	264,313
Campus Executive Office	283,534	67,076
Finance	175,230	89,930
Research	47,555	
Information Technology	74,062	73,892
Library	71,470	71,345
Human Resources	53,908	36,107
Continuing education	14,263	
Marketing	54,075	13,680
Total Wages before Severance	3,309,201	2,716,074
Employer's Health Tax, WCB	79,733	58,000
Wages Total	3,388,934	2,774,074
	Budget FY20	Budget FY21
Operating Expenses		
Leasing of Property / Occupancy Costs	1,219,818	1,273,311
Academic operating expenses	96,156	137,584
Administrative expenses (schedule 1)	454,066	331,354
Clinic education operating expenses	13,100	37,763
Clinic operating expenses	67,810	68,800
Continuing education expenses	38,000	45,600
Designated donations	15,500	15,500
Library operating expenses	59,935	62,717
Research operating expenses	4,000	
Student services operating expenses	100,300	45,060
Amortization	38,827	48,000
Operating Expenses Total	2,107,512	2,065,689
Expenditures Total	5,496,446	4,839,763
	(1,444,756)	(1,023,042)
Boucher Society Transfer funding approved		118,747
Boucher Society Merger Investment		
GST Recoveries Anticipated	41,000	105,000
Potential Lease Recoveries		
Surplus (Deficit)	(1,403,756)	(799,295)

APPENDIX 3
BINM KPU DISCUSSION PAPER



BOUCHER INSTITUTE
of Naturopathic Medicine

MEMORANDUM To: KPU: Dr. Sandy Vanderburgh, Provost and VP Academic and Dr. David Florkowski, Dean, Faculty of Health

From: BINM: Steve Siblock, Board Chair, Dr. David Duizer, Vice Chair, Michael Schanz, President, Dr. Sarah Beasleigh, Provost

Re: Recognition and Collaboration between KPU and BINM

Given the persistent growth of interest in B.C. and in Canada of integrative/holistic approaches to health care design and delivery, a timely review of the KPU BSc level Faculty of Health and Faculty of Science and Horticulture programs can well enhance KPU's and BINM's contributions to the important and transforming health and horticulture sectors. Such a review suggests that there are a number of program goals that may be met through collaboration. In this document, we attempt to identify these goals framed by two questions:

a. How might students flow between both institutions? b. What institutional and faculty resources, inter-professional networks, research, clinical applications could benefit each institution by collaboration?

Benefits for KPU Students

- KPU graduates with a BSc; Major in Health Science fulfill BINM prerequisites necessary for entry into a career ready baccalaureate medical program leading to licensure with a regulated health profession.
- KPU graduates will be given transfer credit for level 3 and 4 courses taken at the undergraduate level on case-by-case basis for the naturopathic medical program.
- KPU and BINM clinical students may benefit from shared use of teaching clinics with opportunities

for inter-professional collaboration and enhanced diversity of patient populations.

- KPU students and staff may benefit from subsidized visits to the Boucher teaching clinic.

Benefits for BINM Students

- Possible transfer credit recognition within the public university system.
- In collaboration with horticulture students, BINM students may be afforded opportunities for experiential learning with the herbs utilized in naturopathic medical practice

Institutional Benefits

- The career value, market timeliness and accessibility of BINM's naturopathic medical program would be greatly enhanced by institutional recognition from KPU.
- BINM would recognize, market and promote the KPU BSc; Major in Health Science, as a preferred track for entry into the Naturopathic program.
- Specific opportunities for BINM to support KPU's BSc. Major in Health Science program objective to "provide students with the opportunity to integrate an understanding of complementary medicine (e.g., naturopathy, traditional Asian medicine) with the basic sciences."
- Following completion of the BINM program, with an additional estimated 1,000 hours or so of training at KPU in Faculty of Health, TCM program, Naturopathic Doctors could apply for licensure as acupuncturists with the CTCMA.
- BINM/KPU collaboration on delivery of a nutrition diploma or certificate program
- KPU may be in a position to teach a part of BINM's science curriculum.
- In line with KPU objectives for the BSc in Health Sciences degree, the BINM program helps to equip students with the skills and knowledge necessary for employment in health service delivery, health research, formulation/production and distribution of health products in the integrative/naturopathic medical fields.
- A dual degree in NM/TCM could be developed, allowing for dual licensure where BINM waives the requirements for their TAM program and KPU waives some of their TCM program requirements
- BINM Admissions Department receives many inquiries from potential applicants regarding where they can complete the prerequisites for admission. BINM can market/promote KPU as the

preferred B.C. provider for BINM prerequisites which are as follows:

- Biology 6 cr. (KPU - BIOL1110 & BIOL1210)
- General Chemistry 3 cr. (KPU - CHEM 1110/CHEM1210)
- Organic Chemistry 3 cr. (KPU - CHEM 2320)
- Biochemistry 3 cr. (KPU - BIOL 2421)
- Psychology 3 cr. (KPU - PSYC1100)
- English 3 cr. (KPU - ENGL1100)

Benefits to the Provincial Healthcare Framework

According to BC's Guiding Framework for Public Health "One in three British Columbians is living with one or more diagnosed chronic conditions, and a further 2% of the population is living with four to six chronic conditions. It is estimated that a further 17% of British Columbians may be living with at least one undiagnosed chronic condition. Those with chronic conditions account for 34% of the BC population, and they consume approximately 80% of the combined Medical Services Plan, PharmaCare and acute care budgets."

Naturopathic medical doctors as primary health care providers in BC, and leaders in disease prevention and health promotion, are thus contributing to alleviating the burden on the health care system in the province. Naturopathic physicians are poised as experts in the Ministry of Health's goal of "effective health promotion, prevention and self-management to improve the health and wellness of British Columbians"

- BINM's board has issued a resolution stating its commitment to uphold public health policy as outlined in BC's Guiding Framework for Public Health.
- The BINM program and teaching clinics help to fulfill the province's mandate as expressed in BC's Guiding Framework for Public Health, particularly through promotion of "Goal 1 – Healthy Living and Healthy Communities" healthy lifestyle (diet, exercise, smoking cessation, immunization education, alcohol reduction, etc.) to support self-care, primary care and clinical prevention.
- The Framework also refers to partnerships and collaboration among community based organizations and academia for effective public health action.

- According to the Guiding Framework, the largest contributors to the burden of disease are chronic presentations, injuries and mental health. Naturopathic physicians are leaders in disease prevention and health promotion with a focus on addressing mental, emotional and physical aspects of health in a holistic manner.
- The public health system relies on collaborative partnerships to support service delivery in the province. Naturopathic medical training emphasizes the importance of collaboration with all health professions in the treatment of disease.

March 9, 2020

APPENDIX 4

BINM CE ONLINE

From <https://binm.org/online-continuing-education/> “Here at Boucher, we would like to proudly acknowledge that NUNM, a non-profit, natural health science private university based in Portland, OR, is BINM’s active partner in continuing education development and delivery”. Current offerings are listed below with new content arriving regularly.

Well Child / Well Baby Naturopathic Pediatric Care

- All Presentations +\$ 250.00 CAD
- Introduction to Well Baby & Well Child Care +\$ 69.00 CAD
- The Intrauterine Environment and the Effects on Chronic Disease +\$ 69.00 CAD
- Newborn to 2 months, 2 months to 2 years (Part 1) +\$ 29.00 CAD
- Newborn to 2 months, 2 months to 2 years (Part 2) +\$ 49.00 CAD
- Newborn to 2 months, 2 months to 2 years (Part 3) +\$ 49.00 CAD
- Baby Physical Exam +\$ 29.00 CAD
- A Guide to Holistic Assessment, Forms, and Handouts (Parts 1 & 2) +\$ 49.00 CAD
- Toddler, Preschool, and Child Well Visits +\$ 69.00 CAD
- Adolescent +\$ 49.00 CAD
- Nutrition +\$ 69.00 CAD
- Toddler Physical Exam +\$ 29.00 CAD
- Pediatric Acutes +\$ 29.00 CAD

Advanced Preconception & Pregnancy Naturopathic Care

- All Presentations +\$ 250.00 CAD
- Preconception Care; Preparing for a Healthy Pregnancy and Baby +\$ 69.00 CAD
- Common Complaints in Pregnancy; OB and Non OB Part 1 +\$ 69.00 CAD
- Common Complaints in Pregnancy; OB and Non OB Part 2 +\$ 49.00 CAD
- Common Complaints in Pregnancy; OB and Non OB Part 3 +\$ 29.00 CAD
- Prenatal Complications +\$ 49.00 CAD
- Genitourinary +\$ 29.00 CAD
- Hematological Disorders in Pregnancy +\$ 29.00 CAD
- Labour Scope & Preparation +\$ 29.00 CAD
- Pregnancy Labs +\$ 29.00 CAD

- The Birth Bag +\$ 29.00 CAD
 - Breastfeeding and Newborn Care Part 1 +\$ 29.00 CAD
 - Breastfeeding and Newborn Care Part 2 +\$ 69.00 CAD
 - Postpartum Care +\$ 49.00 CAD
 - Panel Discussion - Free
- Gastroenterology 2019
- All Presentations +\$ 499.00 CAD
 - Acute Cholecystitis: How To Save a Gallbladder From Surgical Removal +\$ 49.00 CAD
 - The Ethics of Prescribing a Gluten Free Diet +\$ 49.00 CAD
 - Microscopic Colitis +\$ 69.00 CAD
 - Gastroparesis: An Integrative Approach +\$ 49.00 CAD
 - Hormones and Their Effect on Digestion +\$ 49.00 CAD
 - Unveiling the Intersection of Gut, Brain, and Hormones +\$ 49.00 CAD
 - IBD Bootcamp +\$ 49.00 CAD
 - Outlet Dysfunction Constipation: Diagnosis & Treatment Considerations +\$ 69.00 CAD
 - Is Your Tail Talking?: Clinical Approaches to Common Anorectal Disorders +\$ 49.00 CAD
 - Individualizing Botanical Medicines for Patients with IBD +\$ 49.00 CAD
 - The Gut-Brain Axis: Emerging Science of the Microbiome's Role +\$ 69.00 CAD
- Vitalism and the Connection to Spirit Conference 2019
- All Presentations +\$ 499.00 CAD
 - Introduction & Vitalism, Naturopathy, Ayurvedic, and Chinese Medicine: Roots & Legacy, Panel Discussion +\$ 69.00 CAD
 - Value of Including Spirituality in Health Care +\$ 69.00 CAD
 - Current Research in Spirituality and Medicine +\$ 49.00 CAD
 - Spirituality and End-of-Life Care +\$ 69.00 CAD
 - Spiritual Assessment in Patient Care, and Understanding 'Near Death Experiences': Tools for Clinical Practice +\$ 49.00 CAD
 - NUNM Research in Spirituality and Medicine +\$ 89.00 CAD
 - The Social Self, Health, and the Spiritual Journey +\$ 69.00 CAD
 - Patient Spiritual Assessment Tools +\$ 49.00 CAD
- Endocrine and Autoimmune Disorders Conference 2019
- All Presentations +\$ 499.00 CAD
 - The Many Faces of Metabolic Syndrome: Insulin resistance, PCOS, Hypo and Hyperandrogenism +\$ 69.00 CAD
- CAD
- The Paradox of Weight Gain- How Gaining Weight Makes Us Fat +\$ 69.00 CAD

- Assessment of Steroidal Hormones and Related Naturopathic Care +\$ 69.00 CAD
- Psychoneuroinocrinology: The Mind-brain Continuum +\$ 69.00 CAD
- Autoimmunity: Mechanism's and Controversies +\$ 69.00 CAD
- Clinical Utility of Continuous Glucose Monitoring in Autoimmune Diabetes +\$ 69.00 CAD
- Autoimmune Thyroid and Pain: What's the Connection? +\$ 69.00 CAD
- Microbiome-Immune Interactions in Autoimmune Disease: Current Understanding & Therapeutic Implications +\$ 69.00 CAD
- Food As Medicine Symposium 2019
- All Presentations +\$ 499.00 CAD
- The Impact of Local Food Movements on Public Institutions: an Exploration of Health, Economic, and Environmental Outcomes +\$ 49.00 CAD
- The Spectacular Role of the Human Microbiome in Preventing Endotoxemia +\$ 69.00 CAD
- Diet & Cancer Prevention: from Cells to Clinic +\$ 69.00 CAD
- Spectrum of Ordered to Disordered, the Psychology of Eating +\$ 69.00 CAD
- Sacred Cow: The Nutritional, Environmental and Ethical Case for Better Meat +\$ 69.00 CAD
- Blue Zones, the Ideal Diet, and Sustainable Nutrition +\$ 69.00 CAD
- The Overlooked Tongue: Get This Muscle a Workout! Current Health Epidemics Caused by Your Tongue, Teeth and Chewing Habits +\$ 69.00 CAD
- The 5 Laws of Metabolism +\$ 69.00 CAD
- Traditional Roots Conference 2018
- All Presentations +\$ 859.00 CAD
- Tick-Borne Diseases: Their Effective Treatment Including Botanical and Complementary Therapies +\$ 89.00 CAD
- CAD
- Delights of Diversity, Medicinal Trees on the Landscape: Zero Medicine Miles +\$ 89.00 CAD
- Beyond the Bottle: Botanicals as Partners in Practice +\$ 89.00 CAD
- Fresh vs. Dry Herbs: Is There a Difference +\$ 89.00 CAD
- Analgesics: The Search for Effective Pain Relief +\$ 89.00 CAD
- Native Infusion: Diabetes Prevention through Traditional Teas +\$ 69.00 CAD
- Sambucus: A Global Medicine of Substance and Magic +\$ 69.00 CAD
- Organ Reserve and Trophorestorative Herbs +\$ 89.00 CAD
- Herban Legends and Clinical Pearls +\$ 89.00 CAD
- Herbal First Aid +\$ 89.00 CAD
- The Worst Weeds are Your Best Medicine +\$ 89.00 CAD
- Healthy Grieving Guide to Death and Dying +\$ 89.00 CAD
- Amazing Physiological Facts that Will Change Your Practice of Herbalism +\$ 89.00 CAD

- The House that Herbs Built: Creating Safe Space for People with Mental Illness +\$ 89.00 CAD
 - Terpenes +\$ 69.00 CAD
 - Wild Rose: The Universal Medicine +\$ 89.00 CAD
 - Confessions of a Radical Herbalist +\$ 89.00 CAD
 - Vanishing North American Materia Medica +\$ 69.00 CAD
- Pain Management Conference 2018
- All Presentations +\$ 499.00 CAD
 - BVT a Novel Therapy for Complex Pain: Mechanisms and Overview +\$ 69.00 CAD
 - Non-Opioid Pharmaceuticals +\$ 69.00 CAD
 - Prolotherapy +\$ 69.00 CAD
 - Topical Pain Medications +\$ 69.00 CAD
 - Patterns of Pain, and Perineurial Regenerative Injections +\$ 69.00 CAD
 - Pain of Vertebral Origin: The Most Common Patterns Seen in Clinical Practice +\$ 69.00 CAD
 - Non-Pharmacologic Approaches to Pain Management: A Whirlwind Tour +\$ 69.00 CAD
 - Peptide Therapy: Adjuncts to Pain Syndromes and Multi-System Dysfunction +\$ 69.00 CAD
- Register for Eating Disorders, Health at Every Size, and Intuitive Eating Workshop 2019
- Exploring the Intersection between Eating Disorders & Functional GI Disorders +\$ 69.00 CAD
 - Vacant Spaces in Whole-Person Healing: Addressing Body Image in Clinical Practice +\$ 69.00 CAD
 - Men, Eating Disorders, and Body Dysmorphia +\$ 69.00 CAD
 - The Intersection of Privilege, Oppression, and Eating Disorders, and How to Provide Trauma-Informed Care +\$ 69.00 CAD
 - All Presentations +\$ 249.00 CAD
- Integrative Mental Health Conference 2018
- All Presentations +\$ 499.00 CAD
 - The Psychology of Pain and Chronic Health Conditions +\$ 69.00 CAD
 - "The Map of the Human System" - Anatomy, Physiology, Diagnosis and Treatment from a Multi-level Perspective +\$ 69.00 CAD
 - How to Reduce Legal Risk and Improve Outcomes by Setting Appropriate Boundaries in Patient Relationships +\$ 69.00 CAD
 - Successful Integrative Treatment of Post-Traumatic Stress Disorder in Two Triathletes +\$ 69.00 CAD
 - Neuroinflammation - Mechanisms, Causes, Manifestations +\$ 69.00 CAD
 - The Healing Power of Mindfulness in Clinical Practice +\$ 69.00 CAD
 - Ayurvedic perspective: Classification, and Prevention of (Manovikar) Mental Disorders +\$ 49.00 CAD
 - Treatment to Reduce Neuroinflammation +\$ 69.00 CAD
- SIBO symposium 2018
- All Presentations (Including 3 Expert Panel Discussions) +\$ 499.00 CAD

- Pelvic Inflammatory Processes (Part 1 & 2) +\$ 89.00 CAD
- Exploring the Intersection between Eating disorders and SIBO/IBS +\$ 69.00 CAD
- Diabetic Enteropathy and SIBO +\$ 49.00 CAD
- The Parasite/SIBO Connection +\$ 49.00 CAD
- SIBO and the Thyroid: A Significant Relationship +\$ 49.00 CAD
- Mast Cell Activation Syndrome +\$ 49.00 CAD
- Ehlers-Danlos Syndrome, Joint Hypermobility, POTS +\$ 49.00 CAD
- Evolving Story of Autoimmunity in the Development of SIBO +\$ 49.00 CAD
- The Importance of Gas Type in SIBO +\$ 29.00 CAD

Gastroenterology Conference 2018

- All Presentations +\$ 499.00 CAD
- Visceral Hypersensitivity: Causes, Consequences, and Therapeutic Approaches +\$ 49.00 CAD
- Treat the Gut: Approaching Pediatric Constipation +\$ 69.00 CAD
- Cannabinoids as Mediators of GI Function +\$ 49.00 CAD
- Updates in CRC Screening Guidelines +\$ 29.00 CAD
- Assessing the Microbiome in Gastrointestinal Health +\$ 49.00 CAD
- "Gut Healing" Protocols +\$ 49.00 CAD
- Research Updates in IBS +\$ 69.00 CAD
- Sterol Biome +\$ 69.00 CAD
- Gastrointestinal Infections: Considerations and Treatment +\$ 69.00 CAD
- Non-Celiac Gluten Sensitivity +\$ 69.00 CAD

Food As Medicine Symposium 2018

- All Presentations +\$ 499.00 CAD
- How a Greek Grandmother Would Solve the Healthcare Crisis: Which Food and Lifestyle Choices Really Matter? +\$ 69.00 CAD
- Adding the Autoimmune Protocol To Your Toolbox +\$ 69.00 CAD
- Cancer Diet Facts and Fads +\$ 69.00 CAD
- Women's Cardiovascular Health: Taking Ownership with Preventative Strategies +\$ 69.00 CAD
- Dietary Treatment of Cardiovascular Disease: What's the Evidence? +\$ 69.00 CAD
- Neuroprotective Nutrition: Inflammation, Food, and the Brain-Gut Axis +\$ 69.00 CAD
- Starting a Path Towards Exceptional Health: How I Help My Patients Being to Make Lifestyle Changes +\$ 69.00 CAD
- Nutritional Interventions for PCOS and Related Hormone Imbalances +\$ 69.00 CAD

Autoimmune Disorders Conference 2018

- All Presentations +\$ 499.00 CAD

- Celiac Disease - Common and Underdiagnosed: research update +\$ 69.00 CAD
- qPCR Analysis of the GI Microbiome and Naturopathic Management of Autoimmune Disease +\$ 69.00 CAD
- Fibromyalgia and Global Pain Syndromes: The REAL Story! +\$ 69.00 CAD
- What to make of a positive ANA: recognizing lupus and related syndromes +\$ 69.00 CAD
- The Ethics of Prescribing a Gluten-Free Diet +\$ 89.00 CAD
- Low Dose Naltrexone & Autoimmune Conditions +\$ 49.00 CAD
- IL-17, TNF, and Auto-Ab: To Thine Own Self Be True +\$ 69.00 CAD
- Autoimmune Thyroid and Pain: What's the Connection? +\$ 69.00 CAD

45th Parallel Chinese Medicine Conference 2017

- All Presentations +\$ 499.00 CAD
- Connections Between Chinese Medicine and Homeopathy +\$ 69.00 CAD
- Heart and Brain: Water, Fire, and the Ko Cycle +\$ 69.00 CAD
- Gentle Acupuncture and Manual Therapies for Chronic Lyme Disease +\$ 69.00 CAD
- Essential External Applications of Chinese Herbs +\$ 69.00 CAD
- Immunology and the Bioenergetic Anatomy +\$ 69.00 CAD
- Common Uses for Uncommon Herbs and Uncommon Uses for Common Herbs +\$ 69.00 CAD
- Understanding Classical Case Studies +\$ 69.00 CAD
- Gu Syndrome and Chronic Inflammatory Conditions +\$ 69.00 CAD

Integrative Genetics Conference 2017

- All Presentations +\$ 499.00 CAD
- Epigenetics And An Overview Of The Human Genome +\$ 49.00 CAD
- Genetic Testing and Test Interpretation +\$ 89.00 CAD
- Dirty Genes: Born Dirty or Got Dirty? +\$ 69.00 CAD
- Do Genetics Really Matter? A Case Study +\$ 69.00 CAD
- Catch Up And Move Forward +\$ 69.00 CAD
- Detoxification, "Detoxigenomics" And How to Use Genomics To Augment Detoxification +\$ 69.00 CAD
- Neuro-Psychiatric Genomic Influences – When It Isn't all In Their Head +\$ 69.00 CAD
- Wrap Up And Making Sense Of It All +\$ 69.00 CAD

Food As Medicine Symposium 2017

- All Presentations +\$ 499.00 CAD
- Fasting Meets Microbiome: Just How Fun Can this Get? +\$ 69.00 CAD
- Clinical Uses of Probiotics: Where the Rubber Meets the Road +\$ 69.00 CAD
- Autoimmunity: Explorations in Immunometabolism +\$ 69.00 CAD
- The Role of Therapeutic Diets in the Primary Care Setting +\$ 69.00 CAD
- Fermented Foods and Human Health +\$ 69.00 CAD

- Rejoining the Wild: Food, Poop, and Worms in the World of IBD +\$ 69.00 CAD
 - Exploration of the Gut-Skin Axis: The Role of the Microbiome, Lipidome and Nutrition +\$ 69.00 CAD
 - Updates in Clinical and Community Nutrition Research +\$ 49.00 CAD
- Women in Balance Symposium 2017
- All Presentations +\$ 550.00 CAD
 - Perimenopause: What It Is and How to Diagnose and Treat +\$ 69.00 CAD
 - Female Fertility- Establishing a Healthy Ecology +\$ 69.00 CAD
 - PCOS and Infertility - Research Updates and Management +\$ 69.00 CAD
 - Managing Endometriosis: Naturopathic Care is Key +\$ 69.00 CAD
 - Muscle as Medicine: Balancing Women's Hormones & Health with Strength Training +\$ 69.00 CAD
 - Life in the Balance: Healing Women with Cancer +\$ 69.00 CAD
 - Perspectives on Women's Health and Bio-Identical Hormone Replacement Therapy-From 43 Years of Clinical Practice - Part 1+\$ 69.00 CAD
 - Perspectives on Women's Health and Bio-Identical Hormone Replacement Therapy-From 43 Years of Clinical Practice - Part 2+\$ 89.00 CAD
- Traditional Roots Conference 2017
- All Presentations +\$ 799.00 CAD
 - Cancer Materia Medica: Treatment Planning and the Cytotoxic Herbs (Part 1 & 2) +\$ 158.00 CAD
 - The New Herbal Bitters: New Uses for the Most Ancient of Tastes +\$ 89.00 CAD
 - Oceans of Emotion: Addressing the Roots of Imbalance +\$ 89.00 CAD
 - Reclaiming Lost Herbal Treasures: Surprising Findings in Kneipp's Apotheca +\$ 89.00 CAD
 - Mastering the Menstruum in Herbal Extracts +\$ 89.00 CAD
 - Natural Management of Surgery +\$ 89.00 CAD
 - Red, White, Black and Blue: Differentiating the Cohoshes +\$ 89.00 CAD
 - The Art of Herbal Formulation +\$ 89.00 CAD
 - Restoring Gastrointestinal Motility +\$ 89.00 CAD
 - Shinrin Yoku: The Japanese Art and Science of Forest Bathing +\$ 69.00 CAD
 - New Insights into Commonplace and Undervalued Herbs +\$ 69.00 CAD
 - Plant Provings +\$ 69.00 CAD
 - Herbs for the Heart and Emotional Healing +\$ 69.00 CAD
 - Herbalism as Resistance +\$ 89.00 CAD
 - Clinical Case Panel: Herbalism and the Therapeutic Order - Discussion on Fatigue and Thyroid Disease +\$ 89.00 CAD
 - Clinical Case Panel: Shingles +\$ 89.00 CAD
- Integrative Mental Health Conference 2017

- All Presentations +\$ 499.00 CAD
- Neurocognitive Assessment Approaches for the Primary Care ND +\$ 69.00 CAD
- Compassionate Resilience as Functional Tools in Mental Health Practice +\$ 69.00 CAD
- Integrating prescription and natural medicines for the management of depression, anxiety, and insomnia +\$ 69.00 CAD
- NAD Therapy for Addiction and Anti-Aging +\$ 69.00 CAD
- Chill Pill Review: a Brief Overview of Allopathic Medications for Depression and Anxiety +\$ 69.00 CAD
- Naturopathic Medicine and the Subtle Energy Body – Anatomy, Physiology, Diagnosis and Treatment from an Expanded Perspective +\$ 69.00 CAD
- How to Reduce Legal Risk and Improve Outcomes by Setting Appropriate Boundaries in Patient Relationships +\$ 69.00 CAD
- Physician, Heal Thyself +\$ 69.00 CAD

APPENDIX 5

Draft Nutrition Diploma Proposal

History and Background

Investing in further programs affords BINM multiple advantages, including:

- Diversifying revenue via multiple streams
- Expanding potential students reached, via providing programs of varying interest, length, cost, and accreditation awarded
- Broadening exposure for BINM as a whole, thereby increasing maximum exposure for all offerings
- Solidification of BINM's expertise in natural health fields and offerings

Nutrition Expertise & Infrastructure

- Nutrition and lifestyle health are foundations of naturopathic medicine and the ND program offered at BINM, which uniquely places BINM to offer superior training in nutrition
- BINM provides nutritional expertise and instructional excellence in the naturopathic program, which would translate, both in infrastructure and expertise, well to a nutrition program
- Current naturopathic nutrition courses would likely offer the significant bulk of a future nutrition program

Precedent

- Many institutions in the North American natural health fields, such as Bastyr, NUNM, and SCNM all have multiple academic programs beyond naturopathic medicine, including nutrition
- Providing a separate, stand-alone nutrition program of high caliber that easily draws upon current resources and infrastructure is an extremely feasible means to further position BINM as a leader in the natural health field in Canada

Concept and Rationale

Proposed program accreditation

- National Association of Nutrition Professionals (NANP)
 - Requirements: 1080 hours (classroom and self-study) + particular courses
 - Designation: Board Certified in Holistic Nutrition
 - Board certification exam; 500 client hour experience (250 direct and 250 indirect)
 - CE requirements every 2 years (30 hours)
- Canadian Association for Integrative Nutrition (CAIN)
 - Requirements: 1000 or 2000 hours (???) + particular courses
 - Designation: Registered Holistic Nutrition Practitioner
 - No board certification, 30 client hour experience (case study and client hours)
- Canadian Association of Natural Nutritional Practitioners (CANNP)
 - Requirements: ???
 - Designation: Natural Nutrition - Clinical Practitioner
 - No board certification, mentoring requirement,
 - CE requirements every year (30 hours)

Proposed program details

- 2 years, courses, 15 hours/wk
- Total hours = 1100 hours - 800 classroom hours & 300 clinical hours
 - Nutrition 1-7 - 3 classroom hours/week x 6 weeks each traditionally
 - hours below include self-study time
 - Other (see below for proposed additions) - 3 hours each

Curriculum basic structure (with current course offering)

- Fundamentals of Nutrition
 - Nutrition 1 (macronutrients and digestion) - 18 hrs
 - Nutrition 2 (micronutrients, dietary planning, nutritional deficiencies) - 18 hrs
 - Nutrition 3 (optimal nutrition, nutritional assessment, labs) - 18 hrs
- Pathology and Nutrition (including therapeutic diets)
 - Nutrition 4 (Bone, Brain, Exercise and Sports, Mood/Mental health) - 18 hrs
 - Nutrition 5 (Blood sugar, Weight mgmt, Heart) - 18 hrs
 - Nutrition 6 (Kidney, Gastrointestinal, Microbiome) - 18 hrs
 - Add in reproductive health here
 - Nutrition 7 (Thyroid, Adrenal, Hormone, Detoxification and Cleansing) - 18 hrs

Proposed additional curriculum requirements (not currently offered in BINM curriculum)

- Chemistry and Biochemistry - 54 hrs
- Anatomy and Physiology - 108 hrs
- Life Stages nutrition (Gynecology, Pediatrics, Obstetrics, Men's health)
- Exercise and Sports nutrition - remove from Nutrition 4
- Disease prevention and healing foods - Optimal nutrition in Nutrition 3
- Weight management - remove from Nutrition 5
- Nutritional Assessment & Labs - remove from Nutrition 3
- Nutritional supplementation
- Nutritional counselling and health coaching (cravings, addictions, habits, behaviour changes, coaching skills, motivational interviewing, goal setting)
- Dietary Planning (meal planning, cooking w/ whole foods, etc.) - remove from Nutrition 2
- Introduction to Herbology
- Professional development (scope of practise, business, marketing, ethics, working w/ healthcare practitioners,
- Nutritional Ecology/Environmental Health (Toxins, Pollutants, EMFs, Agriculture...)
- Allergies and Sensitivities (food and environmental)
- Immune and Autoimmune; Energy and Mitochondria
- ***To-Do - Program Viability & Delivery***
 - ***Determine best route of delivery (online vs in-person vs mixed)***
 - ***Nutrition program cost:benefit ratio***
 - ***Assessment of other benefits***
 - ***Will the naturopathic program demand increase as a result***
 - ***To what extent will overall student registration numbers increase and why***

Brief Review of Other Nutrition Programs

Residential Programs

- Canadian School of Natural Nutrition (CSNN)
 - Diploma (Registered Holistic Nutritionist), \$7,102.45 CAD (\$7,852.45 International)
 - 1 year full-time (7-10 classroom hrs/wk)
 - 302 classroom hrs, 50 co-requisite hrs, 10 case studies
- Institute of Holistic Nutrition (IHN)
 - Diploma (Certified Nutritional Practitioner), \$7,245 CAD (\$8,945 International)
 - 1 year full-time (16 classroom hrs/wk); 2-2.5 year part-time (7-8 classroom hrs/wk)
 - 564.5 classroom hrs, 140 hr co-op placement
- Pacific Rim College
 - Diploma (Registered Holistic Nutrition Practitioner; Natural Nutrition - Clinical Practitioner; Board Certified in Holistic Nutrition)
 - \$29,000 CAD
 - 3 year full-time ()
 - 1755 classroom hrs, 360 clinical hrs
- National University of Natural Medicine (NUNM)
 - Degree - MSc Nutrition (Certified Nutrition Specialist), \$~30,000 USD
 - 1-2 year full-time (10-20 classroom hrs/wk)
 - 768 classroom hrs, 1000 clinical hrs

Online Programs

- Institute for Functional Medicine (IFM)
 - Certificate (IFM Certified Practitioner), \$15,000 USD (MD/ND/DC price)
 - 1.5-2 years, 7 courses
 - 143 hrs
 - Core Courses - Applying functional medicine in clinical practise, Immune, Hormone, GI, Energy (Mitochondrial), CV, Detoxification
- University of Western States (UWS)
 - Certificate (Human Nutrition and Functional Medicine), \$14,252 USD (MD/ND/DC price)
 - 1-2 years, 9 courses
 - 319 hrs
 - Core Courses - Principles of functional medicine, Evidence-based nutrition, GI, Detoxification, Hormone, Autoimmune, Immune, Meal planning, 1 Elective

Canadian Market

- The in-person programs above are primarily geared toward non-healthcare professionals (the public) who want to either learn more about nutrition or practise as a nutritionist. The focus is on physical assessment, diets, nutrition, supplementation, and cooking skills.
- The online programs above are primarily geared toward healthcare professionals who want to expand in to functional medicine. It appears that there are no programs like that available in Canada. There are multiple online/in-person programs available in the U.S. and internationally. Most of these programs are focused on Functional or Integrative Medicine and include assessment, lab testing, nutrition, supplementation, etc.

Perceived need/Potential demand

• *To-Do*

- ***Market research and statistics are needed to establish actual demand in Canada & BC among healthcare practitioners as well as growth status of nutrition in Canada***
- ND's - Based on extensive training already present in naturopathic school, demand would likely be low
- MD's/DC's - The growth in the Functional/Integrative medicine realms over the last decade, demonstrates current (and likely growing) demand for programs like this. Most programs are online or conference-style intensives, which are accessible regardless of location.

Estimated budgetary items (revenue/expenses)

• *To-Do*

- ***Determine full and "other" costs associated w/ program development and delivery***
- ***Determine Save-On Foods sponsorship arrangement***
- Proposed Expenses (baseline costs)
 - Program development - \$40/hr x 1100hrs = \$44,000
 - Non-curriculum hours not included here so total above is an under-estimation
 - Instructor wage (2 scenarios provided)
 - 100% in-person - \$70/hr x 1100hrs = \$77,000
 - 50% in-person - \$70/hr x 550hrs = \$38,500
 - 50% online
 - video modules - continuing education medical company - \$100/hr x ??? hrs
 - notes packages - included in development/instructor prep costs (above)
 - Other
 - Electronics and IT
 - Library e-materials access
 - Computer software
 - Recording costs and licensing
 - Marketing/advertising
 - Market research
 - SME program evaluation: ?
- Proposed Revenue
 - Save-On Foods Sponsorship
 - Student tuition (breakeven amount required to cover costs above)
 - 100% in-person - \$2150-4300/student
 - 2150 - 10 students
 - 4300 - 5 students
 - 50% online / 50% in-person - \$2000-4000/student
 - 2000 - 10 students
 - 4000 - 5 students

Implementation stages and timeline (project planning, responsibilities)

- February 2020 - Proposal
- March 2020 - Market research
- April 2020 - Determination of viability; Approval to move forward
- May 2020 - Submit governmental applications as required; Determine program start date
- May-July 2020 - Curriculum development; Marketing and advertising
- May-December 2020 - Implementation requirements (see list below)
- August-October 2020 - Student applications and registration
- January 2021 - Program start date
- **To-Do**
 - **Implementation Requirements (ongoing list)**
 - **Apply to appropriate governmental bodies**
 - **Determine type of certificate offered (Functional nutrition, Holistic nutrition, etc.)**
 - **Would this be certified/endorsed by some other body (Institute for Functional Medicine, etc.)?**
 - **Does the nutrition part of the current ND program need to be refined in order to be offered as a separate program, and who would head this (i.e. Dr. Wickland...)?**

PTIB Requirements

- New Program Information and Records (Appendix 4)
 - Tuition & Fees
 - Tuition
 - Fees
 - Instruction Hours:
 - Program Weeks:
 - Weeks w/ vacation days not included, weeks w/ Stat holidays included
 - Program Location: BINM campus
 - Program Outline
 - Title: Nutrition
 - Program description (not required):
 - Learning objectives (see Appendix 6)
 - Admission requirements (not required):
 - Program delivery methods (not required):
 - Evaluation method(s):
 - Required course materials:
 - Program completion requirements:
 - Program organization:
 - Course Title, Hours:
 - Work Experience component (if applicable):
 - Career occupation preparation (what occupation are students prepared for?):

- New Program Approval Application Requirements (Appendix 5)
 - Admission Requirements:
 - Intake Model: Intermittent intake model; 2 intakes/year; maximum 35 students/intake
 - Maximum students admitted to program:
 - Equipment & facilities used to provide program:
 - Delivery method description:
 - Course materials description and language:
 - Instruction language: English
 - Program type: Full time or part time
 - Program work experience (if applicable):
 - Agreement with another entity to provide program: Save-On Foods agreement (if applicable)
 - Course outlines and Timeline, including below:
 - Course learning objectives
 - Required materials
 - Evaluation method
 - Completion requirements
 - Teaching methods (seminar, lab, or lecture)
 - Class A Program (> 40 hours total, > \$4000 tuition)
 - Whether the program leads to a regulated occupation (list regulator):
 - Credential gained by student:
 - Program Evaluation by Subject Matter Expert (SME) (see PTIB website for list of SME's)

Resources

- Canadian Integrative Medicine Association - <http://www.cimadoctors.ca/>
- Canadian School of Natural Nutrition - <https://csnn.ca/>
- Institute of Holistic Nutrition - <https://instituteofholisticnutrition.com/>
- Institute for Functional Medicine - <https://www.ifm.org/>
- University of Western States - <https://www.uws.edu/human-nutrition-functional-medicine/>
- PTIB - <https://www.privatetraininginstitutions.gov.bc.ca/sites/www.privatetraininginstitutions.gov.bc.ca/files/files/policy-manual.pdf>

APPENDIX 6

Draft Nutrition Certificate Proposal

History and Background

Investing in further programs affords BINM multiple advantages, including:

- Multiple revenue streams
- Diversifying potential students reached, via varying program lengths, cost, interest, and accreditation awarded
- Broadening exposure for BINM
- Solidification of BINM's expertise in natural health fields

Nutrition Expertise

- Nutrition and lifestyle health are foundations of naturopathic medicine currently and historically, which uniquely places BINM to offer superior training in nutrition
- BINM offers experts with both training and experience in nutrition
- Current ND nutrition courses offer significant bulk of future nutrition program

Precedent

- Bastyr, NUNM, SCNM all have multiple academic programs beyond naturopathic medicine, including nutrition programs

Concept and Rationale

To-Do - Program Viability & Delivery

- Nutrition program cost:benefit ratio
- Healthcare practitioner demand
- Will the naturopathic program demand increase as a result
- Determine best route of delivery (100% online vs in-person, 50/50%)

Proposed program details

- 1 year, 8 courses, Total hours - 150 hours (breakdown below)
 - Nutrition 1-7 - 3 hours/week x 6 weeks each traditionally
 - Other (see below for proposed additions) - 3 hours each

- Mixture of online/self-learning (50%) and in-person delivery (50%) (weekend seminars)
 - Online/Self-learning - 75 hours (15 min video w/ student self-learning via notes package) - 150 video modules
 - In-person - 75 hours (15hr weekend seminar x 5 weekends)
- Proposed curriculum basic structure (with current course offering)
 - Fundamentals of Nutrition (Nutrition 1-3)
 - Pathology and Nutrition (Nutrition 4-7)
 - Exercise and Sports Nutrition (Nutrition 4)
 - Mood and Mental Health (Nutrition 4)
 - Therapeutic Diets (Nutrition 6)
 - Detoxification and Cleansing (Nutrition 7)

Proposed additional curriculum requirements (not currently offered in BINM curriculum)

- Life Stages nutrition (Gynecology, Pediatrics, Obstetrics)
- Nutritional Ecology/Environmental Health (Toxins, Pollutants, EMFs, Agriculture...)
- Allergies and Sensitivities (food and environmental)
- Immune and Autoimmune; Energy and Mitochondria

Brief Review of other Nutrition Programs

- In-person Programs (Lower Mainland)
 - Canadian School of Natural Nutrition (CSNN)
 - Diploma (Holistic Nutritional Consultant), \$7,102.45 CAD (\$7,852.45 International)
 - 1 year full-time (7 classroom hrs/wk)
 - 302 classroom hrs, 50 co-requisite hrs, 10 case studies
 - Institute of Holistic Nutrition (IHN)
 - Diploma (Certified Nutritional Practitioner), \$7,245 CAD (\$8,945 International)
 - 1 year full-time (16 classroom hrs/wk); 2-2.5 year part-time (7-8 classroom hrs/wk)
 - 564.5 classroom hrs, 140 hr co-op placement
- Online Programs
 - Institute for Functional Medicine (IFM)
 - Certificate (IFM Certified Practitioner), \$15,000 USD (MD/ND/DC price)
 - 1.5-2 years, 7 courses
 - 143 hrs
 - Core Courses - Applying functional medicine in clinical practise, Immune, Hormone, GI,

Energy (Mitochondrial), CV, Detoxification

- University of Western States (UWS)
 - Certificate (Human Nutrition and Functional Medicine), \$14,252 USD (MD/ND/DC price)
 - 1-2 years, 9 courses
 - 319 hrs
 - Core Courses - Principles of functional medicine, Evidence-based nutrition, GI, Detoxification, Hormone, Autoimmune, Immune, Meal planning, 1 Elective

Canadian Market

- The in-person programs above are primarily geared toward non-healthcare professionals (the public) who want to either learn more about nutrition or practice as a nutritionist. The focus is on physical assessment, diets, nutrition, supplementation, and cooking skills.
- The online programs above are primarily geared toward healthcare professionals who want to expand in to functional medicine. It appears that there are no programs like that available in Canada. There are multiple online/in-person programs available in the U.S. and internationally. Most of these programs are focused on Functional or Integrative Medicine and include assessment, lab testing, nutrition, supplementation, etc.

Perceived need/Potential Demand

To-Do - Market research and statistics are needed to establish actual demand in Canada & BC among healthcare practitioners as well as growth status of functional medicine in Canada

- ND's - Based on extensive training already present in naturopathic school, demand would likely be low
- MD's/DC's - The growth in the Functional/Integrative medicine realms over the last decade, demonstrates current (and likely growing) demand for programs like this. Most programs are online or conference-style intensives, which are accessible regardless of location.

Estimated Budgetary Items (revenue/expenses)

To-Do - Determine "other" costs associated w/ program development and delivery

- Proposed Expenses (baseline costs)
 - Program development - \$40/hr x 150hrs = \$6,000

- Instructor wage (2 scenarios provided)
 - 100% in-person - \$70/hr x 150hrs = \$10,500
 - 50% in-person - \$70/hr x 75hrs = \$5,250
 - 50% online
 - video modules - continuing education medical company - \$100/hr x 37.5hrs = \$3,750
 - notes packages - included in development costs (above)
- Other (electronics and IT, library e-materials access, software, recording costs and licensing, marketing/advertising, market research, etc.) - TBD (\$5,000 used as estimation)
- Proposed Revenue
 - Student tuition (breakeven amount required to cover costs above)
 - 100% in-person - \$2150-4300/student
 - 50% online / 50% in-person - \$2000-4000/student

Implementation Stages and Timeline (project planning, responsibilities)

- February 2020 - Proposal
- March 2020 - Market research
- April 2020 - Determination of viability; Approval to move forward
- May 2020 - Submit governmental applications as required; Determine program start date
- May-July 2020 - Curriculum development; Marketing and advertising
- May-December 2020 - Implementation requirements (see list below)
- August-October 2020 - Student applications and registration
- January 2021 - Program start date

To-Do - Implementation Requirements (ongoing list)

- ***Apply to appropriate governmental bodies***
- ***Determine type of certificate offered (Functional nutrition, Holistic nutrition, etc.)***
 - ***Would this be certified/endorsed by some other body (Institute for Functional Medicine, etc.)?***
- ***Does the nutrition part of the current ND program need to be refined in order to be offered as a separate program, and who would head this (i.e. Dr. Wickland...)?***

Resources

- Canadian Integrative Medicine Association - <http://www.cimadoctors.ca/>
- Canadian School of Natural Nutrition - <https://csnn.ca/>
- Institute of Holistic Nutrition - <https://instituteofholisticnutrition.com/>
- Institute for Functional Medicine - <https://www.ifm.org/>
- University of Western States - <https://www.uws.edu/human-nutrition-functional-medicine/>