



Acupuncture Dry Needling
Presented by ACUMED-ORG, LLC

Accredited by
UNIVERSITY OF NEW ENGLAND COLLEGE OF OSTEOPATHIC MEDICINE

COURSE POLICIES & PROCEDURES

1. **ATTENDANCE** – In order to receive CME credit, you must sign in that you attended the live session.

Sign-in: Sign in time is within ½ hour of the start of the class

Sign-out: Sign out time is the last ½ hour of the class. If you leave early without notification, you will not receive full credit for that day's attendance.

2. **GROUP ASSIGNMENT** – You will be given a Name Tag with a Group Color and Number. Your group color and number are your ticket into the correct clinical session and treatment table.

3. **ONLINE Quizzes** – Scored quizzes are associated with all web-based lectures. The online quizzes, together with the online evaluation forms (see below), are the way we assess your participation in the course and are required to earn the CME Certificate at the end of the course. In order to receive credit for the online portion of the course, you must score at least a 75% average on your quiz scores.

4. **ONLINE EVALUATION FORMS** – In addition to the scored quizzes, filling in the online evaluation surveys is mandatory for all students. Online evaluation surveys are associated with each lesson (web based AND live sessions). Completion of the evaluations forms is a requirement to obtain CME credit.

5. **CLINICAL SESSIONS** – After each clinical session, all groups are expected to clean up their tables and dispose of any stray needles on the floor. Please be mindful to keep treatment areas clean and sanitary. All needles (AND ONLY NEEDLES!) must go in biohazard containers at all times.

6. **TREATMENT SESSIONS** – As part of the course, please remember that you will periodically be the volunteer receiving acupuncture dry needling. Please wear loose

baggy clothing on the weekends. It is mandatory that each student participate as an acupuncture dry needling volunteer, during the course, as this is an essential part of the learning process.

7. EMAIL ADDRESS – Please note that the email address that you have provided at the time of registration will be our primary means of communication with you. SHOULD YOU CHANGE YOUR EMAIL ADDRESS notify the course administration as soon as possible.

8. REFUND POLICY:

You may cancel your registration up to four weeks before the start of each scheduled event. No refund will be issued should cancellation occur less than four weeks prior to each scheduled event. “No shows” are subject to the full course fee. To cancel your registration, the course administration must receive notice of cancellation by email at info@acumed.org no later than four weeks prior to each scheduled event.

9. PROMOTIONAL RELEASE. I hereby grant to ACUMED-ORG, LLC the unrestricted right and permission to film, photograph, record, and otherwise document my participation in webinars, zoom meetings, and live weekend sessions, through any media now existing or later created, and to copyright and use photographic portraits, pictures, video footage and/or audio recordings of my participation in the foregoing activities, in which I may be included intact or in part, including the negatives, prints, transparencies, or audio or digital files, or any other media now existing or later created (the “Material”). ACUMED-ORG, LLC has the right to reproduce, exhibit, distribute, broadcast, digitize, edit, or otherwise use the Material, by any method and in any media, whether now existing or later created, without restriction throughout the world, by incorporating the Material into its website, publications, catalogues, brochures, books, magazines, or commercial, informational, educational, advertising, or promotional materials relating thereto (collectively, the “Works”). You agree that ACUMED-ORG, LLC is and shall be the exclusive owner of all right, title, and interest, including copyright, in the Material and the Works. You further grant to ACUMED-ORG, LLC an irrevocable, royalty-free, worldwide license to use my name, age, and profession in connection with the Material and the Works.

10. ASSUMPTION OF RISK, RELEASE, AND LIMITATION OF DAMAGES. You assume all risks, known and unknown, foreseeable and unforeseeable, in any way connected with your participation in the webinars, zoom meetings, and live weekend sessions. You accept personal responsibility for any liability, injury, loss, death or damage in any way connected with my participation in the webinars, zoom meetings, and live weekend sessions. You hereby forever and unconditionally release ACUMED-ORG, LLC and its affiliated entities, parent companies, subsidiaries, present and former employees, owners, officers, members, managers, partners, contractors, insurers, shareholders, and directors (collectively “Released Entities”),

from any and all claims, actions, damages, liabilities, losses, costs, and expenses (including, without limitation, attorney's fees) for death, injury, loss, torts, or damage of property, (collectively "Claims") in any way arising out of your participation in the webinars, zoom meetings, and live weekend sessions, including, without limitation, any and all Claims resulting from the negligence of the Released Entities. Company's liability to me will be limited to actual damages arising from Released Entities' gross negligence or willful misconduct in the performance of their duties and responsibilities hereunder; provided, however, under no circumstance shall your damages in connection with my participation in the webinars, zoom meetings, and live weekend sessions be greater than \$500. Recovery of such amount shall be your sole and exclusive remedy. All liability arising out of my participation in the webinars, zoom meetings, and live weekend sessions is cumulative and not per incident. In no event shall ACUMED-ORG, LLC be liable for any special, incidental, punitive, or consequential damages or other indirect damages, even if ACUMED-ORG, LLC has been informed of the possibility thereof.

11. Your participation in the webinars, zoom meetings, and live weekend sessions and any other activities we provide as part of the Acupuncture Dry Needling curriculum shall be subject to the Copyright Agreement provided herewith.

Please sign below to acknowledge that you understand and agree to the terms outlined above

Student Name: _____

Signature: _____ Date: _____

If you need assistance with any of the requirements listed above, please contact the course administrator at info@acumed.org
Tel: (617) 329-9496 Fax: (617) 674-2023