The Florida School of Traditional Midwifery

August 2012
THE FLORIDA SCHOOL OF
TRADITIONAL MIDWIFERY, INC.

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Licensed by: Commission for Independent
Education, Department of Education
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this institution at:
325 West Gaines St., Suite 1414
Tallahassee, FL 32399-0400
Toll free: (888) 224 - 6684

The Florida School of Traditional Midwifery is licensed by the Commission for
Independent Education, approved by the Council of Licensed Midwifery, Florida
Dept. of Health, approved for Veteran's Training and accredited by the Midwifery
Education Accreditation Council.

The Midwifery Education Accreditation Council can be reached at:
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MISSION STATEMENT

THE MISSION OF THE FLORIDA SCHOOL OF TRADITIONAL MIDWIFERY IS TO OFFER THE FINEST IN DIRECT-ENTRY MIDWIFERY EDUCATION IN AN ENVIRONMENT THAT ENCOURAGES STUDENTS TO REACH THEIR FULL POTENTIAL. WE BELIEVE THAT IT IS OUR RESPONSIBILITY TO PROMOTE AWARENESS OF AND ACCESS TO MIDWIFERY SERVICES. OUR GRADUATES ARE COMMUNITY BUILDERS WHO USE MIDWIFERY AS THEIR TOOL.

INTRODUCTION

FSTM IS COMMITTED TO PROVIDING QUALITY EDUCATIONAL PROGRAMS FOR THOSE WHO SHARE OUR DESIRE TO PROVIDE THE BEST CARE FOR CHILDBEARING WOMEN AND THEIR FAMILIES. GRADUATES OF OUR MIDWIFERY PROGRAM ARE ELIGIBLE TO BECOME FLORIDA LICENSED MIDWIVES AND CERTIFIED PROFESSIONAL MIDWIVES.

FSTM is a Not-for-Profit 501(c)3 corporation organized under Florida law and licensed by the Commission for Independent Education. We offer direct-entry midwifery educational programs which are based on combining the art of traditional midwifery with today's knowledge of medical science. Direct-entry is a term borrowed from Europe, where the majority of midwives enter directly into midwifery education, and nursing is not a prerequisite.

Our programs are designed to enable students to develop and refine the clinical and communication skills that are essential components of midwifery care. Emphasis is also placed on teaching the art of out-of-hospital birth, differentiating between low-risk and high-risk pregnancies and preparing students to organize, operate and promote their practices after licensing. Our midwifery programs provide students the knowledge and skills essential to practice as a Licensed Midwife under the Midwifery Practice Act, Florida Statute 467.

In keeping with Florida law, we have incorporated into our midwifery programs the Core Competencies of the Midwives Alliance of North America (MANA) and the American College of Nurse Midwives (ACNM). Our students' clinical experiences take place in a variety of home birth practices, community-based birth centers, clinics and hospitals located throughout Florida. Our goal at FSTM is to educate and prepare students to become skilled, caring midwives who will be available to serve women and families in their communities.

Upon graduation, midwifery students will receive a Diploma from FSTM and are eligible to sit for the state licensed midwifery examination. The State of Florida utilizes the North American Registry of Midwives (NARM) national examination for this purpose. Upon passing this exam, graduates are eligible to practice as Licensed Midwives (LM) in Florida. They are also eligible to become nationally certified through NARM as Certified Professional Midwives (CPM).
OUR VISION

WE BELIEVE THAT EVERY WOMAN SHOULD HAVE ACCESS TO THE MATERNITY CARE PROVIDER OF HER CHOICE AND TO THE INFORMATION NECESSARY TO MAKE INFORMED DECISIONS.

Florida’s Healthy Start Advisory Committee recommended that “…midwives care for 50% of Florida’s women with normal pregnancies.”

The Florida School of Traditional Midwifery offers excellence in direct-entry midwifery education in an environment that encourages students to reach their full potential. We believe it is our responsibility to promote the awareness and accessibility of midwifery services to our students and thus to the community at large. As well, our school is devoted to providing thoughtful solutions to the needs of the community concerning health care, parent education, family support, childhood development, and healthy lifestyle choices. Our graduates are prepared to be community builders through the knowledge and practice of midwifery.

HISTORY

WOMEN HAVE ALWAYS HELPED OTHER WOMEN GIVE BIRTH. THE ORIGIN OF THE WORD “MIDWIFE” COMES FROM THE ANGLO-SAXON AND MEANS “WITH WOMAN.”

The mother of the ancient Greek philosopher Socrates was a midwife. Hebrew midwives were revered in the Bible. A midwife was among the settlers that came to the New World on the Mayflower. Historically, midwives were older women who had already given birth. The Midwives’ skills and knowledge were passed from generation to generation. Midwives were greatly respected because they helped their communities grow.

During the Renaissance, European midwives were often licensed by the Church. As time passed, scientific knowledge increased and the European health care systems developed. The valuable services that midwives provided were recognized and midwives’ training and education was incorporated into the developing health care systems.

Midwifery skills and services have remained an integral part of maternity care in Europe and the rest of the world. In fact, over 80% of the babies born in the world today are delivered with midwives.
Most western European countries have lower infant and maternal mortality rates, lower cesarean birth rates, fewer unnecessary interventions and lower health care costs than the United States. This is accomplished by an extensive health care and social support system, wherein midwives are the primary maternity care providers for women.

Midwifery took a different course in the United States. In the early 20th century, the profession of midwifery was nearly eliminated. As the medical profession developed, many states passed laws outlawing midwifery. However, some southern states maintained laws regulating midwives who provided care to much of the rural and African-American communities.

In 1920 Florida Health Department officials estimated that approximately 4000 midwives were practicing in Florida. Licensing became a requirement in Florida in 1931. Fewer than 1400 midwives were licensed. Their numbers dwindled following desegregation, and the majority were retired by the 1960s.

A renewed interest in natural childbirth began to grow in the 1960s. Many women wanted to be more educated about and more involved in their pregnancies and in the births of their children. The demand for midwives grew across the United States.

In 1982 Florida’s Midwifery Practice Act, F.S. 467, was updated. At that time provisions were added requiring the completion of a three-year “direct-entry” educational program and passage of the state licensing examination. “Direct-entry” is a term borrowed from Europe, where most midwives enter directly into midwifery education, and nursing education is not a prerequisite.

Two midwifery schools opened in Florida in January of 1984, one in Miami and one in Gainesville. At the same time the Florida legislature, during its Sunset Review process, found licensed midwifery to be safe and effective. In May 1984, however, licensing became restricted to only those midwives who were currently licensed, with future licensing limited to those students who were enrolled in school already.

Many people worked to change this restrictive law, and their efforts were successful during the 1992 legislative session. Florida’s licensing of direct-entry midwives reopened on October 1, 1992.

An enthusiastic body of women in the U.S. are choosing the support and comfort of midwife-assisted birthing. This body is expected to grow steadily as the number of direct-entry midwives and nurse midwives practicing in the U.S. increases. Several states have recently passed favorable midwifery legislation. More and more states are recognizing the valuable services that midwives provide.

Florida’s updated law for direct-entry midwifery is based on the standards set forth by the World Health Organization and the European Economic Community. They are consistent with the International Definition of a Midwife as developed by the International Confederation of Midwives and the International Federation of Gynecology and Obstetrics.
Two types of midwives are licensed by the state of Florida: Certified Nurse Midwives (CNM), who are licensed as Advanced Registered Nurse Practitioners (ARNP), and Licensed Midwives (LM) who are educated following the "direct-entry" model of midwifery education.

Direct-entry is a term borrowed from Europe where the majority of midwives enter directly into midwifery education, and nursing is not a prerequisite.

After the change of the law in 1992, the North Central Florida midwifery community joined together to develop an educational program that would meet the requirements for Licensed Midwives in Florida and to create an environment that would nurture excellence in each developing midwife. In 1993 the Florida School of Traditional Midwifery, Inc. (FSTM) was incorporated as a not-for-profit organization within the State of Florida.

The Florida School of Traditional Midwifery, Inc. is the result of years of hard work on the part of many dedicated women throughout the state. We are proud of our accomplishments, and we are honored to be offering this unique educational experience. We believe our programs combine the best of formal education and personalized apprenticeship within the framework of the Midwives Model of Care.

The profession of midwifery is growing and changing rapidly. As the American health care systems are being reformed we feel it is essential for midwives to provide input on planning and policy for maternity care. In an effort to serve as a resource to both our students and to the midwifery community, FSTM strives to be aware and involved in maternal, child and family health care issues on both the state and national levels.
INTERNATIONAL DEFINITION OF A MIDWIFE

A MIDWIFE IS A PERSON WHO, HAVING BEEN REGULARLY ADMITTED TO A MIDWIFERY EDUCATIONAL PROGRAM, DULY RECOGNIZED IN THE COUNTRY IN WHICH IT IS LOCATED, HAS SUCCESSFULLY COMPLETED THE PRESCRIBED COURSE OF STUDY IN MIDWIFERY AND HAS ACQUIRED THE REQUISITE QUALIFICATIONS TO BE REGISTERED AND/OR LEGALLY LICENSED TO PRACTICE MIDWIFERY.

She must be able to give the necessary supervision, care and advice to women during pregnancy, labor and the postpartum period, to conduct deliveries on her own responsibility, and to care for the newborn and the infant. This care includes preventive measures, the detection of abnormal conditions in mother and child, the procurement of medical assistance, and the execution of emergency measures in the absence of medical help. She has an important task in health counseling and education, not only for the woman but also within the family and the community. The work should involve antenatal education and preparation for parenthood and extends to certain areas of gynecology, family planning, and child care. She may practice in hospitals, clinics, health units, domiciliary conditions or in any other service. -INTERNATIONAL CONFEDERATION OF MIDWIVES

This multi-national definition of a midwife was jointly developed by the International Confederation of Midwives and the International Federation of Gynecology and Obstetrics and the World Health Organization.

WHAT IS A FLORIDA LICENSED MIDWIFE?

IN FLORIDA, LICENSED MIDWIVES (LM) PROVIDE PRIMARY MATERNITY CARE FOR WOMEN WITH LOW-RISK PREGNANCIES, OFFERING COMPLETE PRENATAL, DELIVERY AND POSTPARTUM CARE. LICENSED MIDWIVES MAY WORK TO MEET THEIR COMMUNITIES' NEEDS IN A VARIETY OF SETTINGS, INCLUDING HOMEBIRTH PRACTICES, BIRTH CENTERS, CLINICS AND HOSPITALS. THEY ARE ALSO ELIGIBLE TO BE MEDICAID PROVIDERS AND RECEIVE INSURANCE REIMBURSEMENT. LICENSED MIDWIVES ARE EXPERTS IN LOW-RISK, NORMAL BIRTH.

In conjunction with a physician, Florida Licensed Midwives may provide collaborative prenatal and postpartal care for women whose pregnancies have been screened as at-risk.

The protocols for Licensed Midwives in Florida are contained within the Licensed Midwifery Rules, 64B24. F.A.C. Licensed Midwives are regulated by the Florida Department of Health, Council of Licensed Midwifery.
The Florida School of Traditional Midwifery, Inc. curriculum was developed by a committee comprised of Licensed Midwives, Certified Nurse Midwives, midwives trained through apprenticeship, consumers and Childbirth Educators. Input was also received from a variety of midwifery educators across the country.

Our curriculum adheres to the Core Competencies developed by both the Midwives Alliance of North America and the American College of Nurse Midwives. These Core Competencies identify the essential knowledge-base required of an entry-level midwife. Our curriculum is also consistent with the Curriculum Framework developed by the Commission for Independent Education and the requirements of Florida law.

We have worked to blend our strong academic curriculum with the invaluable direct-learning experiences that can only be provided by working with seasoned midwives. Our programs are designed and taught within the framework of the Midwives Model of Care. We feel that it is essential for experienced midwives to be intimately involved with the education of future midwives. In our view, this sharing of the art of midwifery is one of the most vital components of a student’s education.

In addition to technical skills and academic knowledge, our programs cultivate the essential qualities of nurturing, intuition, compassion and strength. We have learned and borrowed from the experiences of generations of midwives and wise women. At FSTM, we have developed a special environment to nurture students as they become part of the next generation of midwives.

Our Faculty is comprised of Licensed Midwives, Certified Nurse Midwives and other professionals who are not only highly qualified in their fields, but are largely motivated to join us through their own experiences with midwifery and a desire to give something back to the midwifery community.

Our academic environment is geared to the adult learner. Our process is both dynamic and interactive, involving a format of tutorial, discussion, and lecture. Research is facilitated and encouraged, opinions are shared and insights are validated. Clinical experience is concurrent with academic coursework, giving relevance to factual material and evidence-based practice.

Our Preceptors include Licensed Midwives, Certified Nurse Midwives, Registered Nurses and physicians who are licensed in Florida. We feel it is very important that students rotate through all types of practice settings and that they work with a variety of maternity care providers.

Our clinical sites are located throughout Florida and will provide students with experience in homebirth practices, birth centers, clinics and hospitals.

Each Midwifery Student will rotate through a variety of clinical sites during the training program. Every care will be taken to place students in clinical sites near their home; however, some travel to clinical sites may be required. Some clinical sites may require midwifery students to complete an application and interview process.
PROGRAM OBJECTIVES

IT IS THE GOAL OF THIS SCHOOL TO PROVIDE AN ENVIRONMENT AND AN EDUCATION THAT WILL PREPARE THE STUDENT TO:

"If we are to make real progress in providing primary and preventive care and in reducing infant mortality rates, we must broaden our provider base by encouraging the growth of midwifery."
—Dr. Charles Mahan, former Florida State Deputy Secretary for Health

- Practice independently as a Florida Licensed Midwife for women considered to have low-risk pregnancy.
- Provide comprehensive and holistic maternity care for the women of her community.
- "Provide collaborative prenatal and postpartum care to pregnant women not at low risk in their pregnancy, labor and delivery, within a written protocol of a physician currently licensed under chapter 458 or chapter 459" [FS.467.015(2)].
- Pass the North American Registry of Midwives (NARM) National Examination (utilized by Florida as the state licensing examination).
- Meet criteria for becoming a Certified Professional Midwife (CPM).
- Establish a midwifery practice in a setting that will meet the needs of the community and the midwife.
- Effect change in their community by educating the public, media, legislators and policy-makers on the benefits and cost effectiveness of midwifery care.

These goals will be reached by providing the student with an education based on a combination of the art of traditional midwifery and today's knowledge of medical science. Our programs are designed to help students develop and refine the clinical and communication skills that are essential components of midwifery care. Emphasis is placed on differentiating between low-risk and high-risk pregnancies, the art of out-of-hospital birth, and preparing students to organize and operate their practices after licensing.
DIRECT-ENTRY MIDWIFERY PROGRAM

This program is designed to meet the educational needs of the student who comes to the Florida School of Traditional Midwifery with no prior midwifery or nursing education. This Direct-Entry Program provides students with the academic and clinical learning experiences required for graduation pursuant to Florida's Midwifery Practice Act. This Midwifery Curriculum is 91 credit hours, totaling 2505 clock hours, over three to four years, depending on progression through clinical requirements.

The clinical requirements for completing the Direct-Entry Midwifery Program are as follows: 80 Prenatal Exams, 20 Initial Prenatal Exams, 30 Birth Observes, 50 Birth Managements, 50 Newborn Exams and 15 Continuity of Care cases. These requirements meet or exceed all mandates as defined by the Chapter 467 Florida Statutes, the North America Register of Midwives/NARM, and the Midwifery Education Accreditation Council/MEAC, and are subject to change at any time.

Upon graduation, midwifery students receive a diploma from FSTM and are eligible to sit for the State Licensed Midwifery Examination. Upon passing this exam, graduates are eligible to become Florida Licensed Midwives (LM) and Certified Professional Midwives (CPM).

LICENSE BY ENDORSEMENT PROGRAM

The Licensure By Endorsement Program is designed to prepare maternity care providers credentialed in other states or other countries for licensure as Florida Licensed Midwives. This program focuses on the art of home and birth center maternity care, equipping students with the knowledge and skills necessary to be safe, independent practitioners. Course work is both academic and clinical, with a strong emphasis on the laws and rules that govern practice as a Florida Licensed Midwife. Applicants are required to have their credentials and midwifery education reviewed and approved by the state of Florida prior to enrolling in the program. Students completing the program are prepared to pass the Florida Licensing Exam/North American Registry of Midwives (NARM) exam. Upon passing the NARM exam and completing the endorsement program, the graduate may file for licensure as a Florida Licensed Midwife and as a Certified Professional Midwife.

The clinical requirements for completing the Licensure by Endorsement Program are as follows: perform 10 supervised prenatal examinations and act as primary midwife at 10 supervised births in an out-of-hospital setting.
# Direct-Entry Midwifery Program

## Curriculums

### Year 1

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<td>Communication Skills I</td>
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<td>2340 Waterbirth Workshop</td>
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**Year 2 Total Credits** 31

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*YEAR 1 TOTAL CREDITS 37

*YEAR 2 TOTAL CREDITS 31*
YEARS 3

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<td>3348 Midwifery Practicum III C</td>
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<td>NARM Review Workshop</td>
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YEAR 3 TOTAL CREDITS     23

TOTAL PROGRAM CREDIT HOURS  91

<table>
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<tr>
<th>Total Clock Hours: 2905</th>
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<tr>
<td>Credit Conversion Formula = 15:1 Theory, 30:1 Lab, 60:1 Clinical Lab</td>
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<td>Actuarial Contact Hours, Theory: 915</td>
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<tr>
<td>Actuarial Contact Hours, Lab: 210</td>
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<tr>
<td>Actuarial Contact Hours, Clinical Lab: 1320</td>
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TIMEFRAME FOR COMPLETION

Most students will complete this program within 3-4 years of enrollment. While the Academic portion of the program is usually completed in three years, students may need further time to complete clinical requirements, not to exceed 4.5 years. The need for more time to complete clinical requirements depends on preceptor availability, out-of-hospital birth rules in the student’s area and the student’s personal choices and circumstances throughout the program.

ENROLLMENT

An enrollment fee of $200 will be required at the time of enrollment in a program of study. The Direct-Entry program includes 91 credit hours at $299 per credit hour.

THE TOTAL PROGRAM COST IS $27,209.00.

Students are responsible for the purchase of course supplies, books, travel, as well as room and board while at clinical sites. Fees are subject to change.

ADVANCED STANDING

Advanced standing may be granted for students with certain prior education. As mandated in Florida Statute 467 (F.S. 467), previous student education will be assessed on an individual basis. Credit for previous training will be evaluated and granted at the time of enrollment only.* If credit is granted, both education time and tuition will be reduced proportionately.

"In no case shall the training be reduced to a period of less than 2 years," F.S.467.009 (2).

MIDWIFERY CLINICAL LAB HOURS

We honor that each woman's birth experience is unique. Given this, the exact number of hours required to attend the mandated number of birth experiences cannot be determined. Students must understand that intrapartum hours (time spent at a birth) may be in addition to clinical hours listed in the curriculum. The clinical requirements for completing the Direct-Entry Midwifery program are as follows: 80 Prenatal Exams, 20 Initial Prenatal Exams, 30 Birth Observes, 50 Birth Managements, 50 Newborn Exams and 15 Continuity of Care cases. These requirements meet or exceed all mandates as defined by the Chapter 467 Florida Statutes, the North American Register of Midwives (NARM), and the Midwifery Education Accreditation Council (MEAC), and are subject to change at any time.

Senior students who have completed their academic requirements but have not finished their clinical requirements must continue to register for Midwifery Clinical Lab IV A, B, C (4150L, 4251L, and 4352L) until all clinical requirements have been met.

*NOTE: A fee of $15.00 is assessed per each credit for which an Advanced Standing request is made.

Class prerequisites are listed with individual course descriptions.
LICENSURE BY ENDORSEMENT PROGRAM

THIS PROGRAM IS DESIGNED TO PREPARE MATERNITY CARE PROVIDERS CREDENTIALED IN OTHER STATES OR OTHER COUNTRIES FOR LICENSURE AS FLORIDA LICENSED MIDWIVES. THIS PROGRAM FOCUSES ON THE ART OF HOME AND BIRTH CENTER MATERNITY CARE, EQUIPPING STUDENTS WITH THE KNOWLEDGE AND SKILLS NECESSARY TO BE SAFE, INDEPENDENT PRACTITIONERS. COURSE WORK IS BOTH ACADEMIC AND CLINICAL, WITH A STRONG EMPHASIS ON THE LAWS AND RULES THAT GOVERN PRACTICE AS A FLORIDA LICENSED MIDWIFE. APPLICANTS ARE REQUIRED TO HAVE THEIR CREDENTIALS AND MIDWIFERY EDUCATION REVIEWED AND APPROVED BY THE STATE OF FLORIDA PRIOR TO ENROLLING IN THE PROGRAM. STUDENTS COMPLETING THE PROGRAM ARE PREPARED TO PASS THE FLORIDA LICENSING EXAM/NORTH AMERICAN REGISTRY OF MIDWIVES (NARM) EXAM. UPON PASSING THE NARM EXAM AND COMPLETING THE ENDORSEMENT PROGRAM, THE GRADUATE MAY FILE FOR LICENSURE AS A FLORIDA LICENSED MIDWIFE AND A CERTIFIED PROFESSIONAL MIDWIFE.

CURRICULUM

<table>
<thead>
<tr>
<th>Courses</th>
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<tr>
<td>1230 Florida Law and Rule</td>
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<td>1190 Domestic Violence &amp; HIV/AIDS review</td>
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<tr>
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<td>(1100 Independent Study)</td>
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<td>1141 Midwifery Practicum</td>
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<td>1142 NARM Review Workshop</td>
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Credit Conversion Formula = 15:1 Theory, 30:1 Lab, 60:1 Clinical Lab
Clock Hours: 315
Actual Contact Hours, Theory: 135
Actual Contact Hours, Lab: 360

**Class prerequisites are listed in individual course descriptions.

TIMEFRAME FOR COMPLETION
Most students complete this program within one to three semesters of enrollment. However, some students will need further semesters of academic work to make up deficiencies identified in evaluation, and some may need more time to complete clinical requirements. The need for more time to complete clinical requirements depends on preceptor availability, out-of-hospital birth rates in the student’s area and the student’s personal choices and circumstances throughout the program.

ENROLLMENT
An enrollment fee of $200 will be required at the time of enrollment in a program of study. The Licensure by Endorsement Program includes 15 credit hours at $259 per credit hour.

THE TOTAL PROGRAM COST IS $4,485.00.
Students are responsible for the purchase of course supplies, books, travel, as well as room and board while at clinical sites. Tuition fees are due at the time of registration or a tuition fee payment plan must be arranged with Finance at the time of registration. Fees are subject to change.

MIDWIFERY CLINICAL LAB HOURS
We honor that each woman’s birth experience is unique. Given this, the exact number of hours required to attend the mandated number of birth experiences can not be determined. Students must understand that intrapartum hours (time spent at a birth) may be in addition to clinical hours listed in the curriculum. The clinical requirements for completing the Licensure By Endorsement program are as follows: students must perform 10 supervised prenatal examinations and act as primary midwife at 10 supervised births in an out-of-hospital setting.
COURSE OUTLINES

Our programs are by midwives, for midwives and of midwives. The Florida School of Traditional Midwifery, Inc. curriculum was developed by a committee comprised of Licensed Midwives, Certified Nurse Midwives, midwives trained through apprenticeship, consumers and Childbirth Educators.

- FSTM course numbers are four-digit numbers unique to each course. An L after the number denotes a lab.
- The first numeral indicates which year of the program the course is typically taken.
- The second numeral indicates the term in that year that the course is typically offered.
- The third numeral is an arbitrarily chosen number denoting the specific course itself.
- The fourth numeral is a zero unless the course is one of a sequence (e.g., the practice class), in which case it indicates that course’s rank in the sequence.

ANTEPARTUM 1330 3 CREDITS

PREREQUISITES: Florida Law and Rule 1230; Anatomy and Physiology I 1292/1292L; Healthcare Skills II 1222/1222L; Reproductive Anatomy and Physiology 1320/1320L (Concurrent Enrollment).

This course will provide the student midwife with didactic material necessary to provide care from the initial contact with a client through the onset of labor. The normal pregnancy will be emphasized. Students will explore a wide range of topics including the probabilistic, presumptive and positive signs of pregnancy, deviations from the normal pregnancy, physiologic basis of and solutions for the common discomforts of pregnancy. The student will develop educational materials for use with clients. The class will integrate the medical/midwifery models while providing the foundation for the student to begin her or his evolution toward providing primary care at clinical sites. 45 CREDIT HOURS.

ANATOMY AND PHYSIOLOGY I 1191, 1191L 3 CREDITS

This two-semester course presents an in-depth review of the body’s organization and structure. It also introduces the student to basic physiologic concepts as they relate to normal body function and maintenance of health. The laboratory experience demonstrates human and microscopic anatomic and physiologic processes through drawings and various models. With LAB. 60 CREDIT HOURS.

ANATOMY AND PHYSIOLOGY II 1292, 1292L 3 CREDITS

PREREQUISITES: Anatomy and Physiology I 1191/1191L.

This two-semester course presents an in-depth review of the body’s organization and structure. It also introduces the student to basic physiologic concepts as they relate to normal body function and maintenance of health. The laboratory experience demonstrates human and microscopic anatomic and physiologic processes through drawings and various models. With LAB. 60 CREDIT HOURS.

BREASTFEEDING 2230 1 CREDITS

PREREQUISITES: Reproductive Anatomy and Physiology 1320/1320L; Postpartum 2210 (Concurrent Enrollment); Newborn 2220 (Concurrent Enrollment).

This course will cover numerous aspects of breastfeeding including anatomy and physiology, breastfeeding education for clients, proper use of pumping devices and formulating care plans. The early recognition of simple problems and implementation of solutions will be emphasized. Students will also learn early support intervention techniques and identify referral services. 30 CREDIT HOURS.

COLLABORATIVE MANAGEMENT 3130 1 CREDITS

PREREQUISITES: Florida Law and Rule 1230; Diagnostic Testing 1350; Antepartum 1330; Intrapartum 2120; Postpartum 2210; Newborn 2220.

This course will review the indications for consultation, referral and collaborative care according to F.S. 467, the Midwifery Practice Act. Students will explore the role of a Licensed Midwife as a member of a healthcare team while learning skills for communicating as a medical professional. Applying risk assessment from 64 B24 Florida Administrative Code during prenatal, intrapartum and postpartum care to determine a site and provider for each client will be emphasized. Interpreting data to identify current and potential health problems and needs, establishing a collaboration plan with a physician and ensuring clients’ safety and dignity during transport will be discussed. 15 CREDIT HOURS.
COURSE OUTLINES (CONT)

DIAGNOSTIC TESTING 1350 1 CREDIT
The essence of prenatal care is to monitor the well-being of the mother and the developing child. In this course students will become familiar with the most widely utilized lab and imaging tools, including all those required by Florida Law, that are used to assist the midwife in determining the health status of the mother and fetus in order to recognize when intervention is necessary. 15 CLOK CLLOCK HOURS.

ESTABLISHING AND MAINTAINING A PRACTICE 3210 2 CREDITS
PREREQUISITES: Florida Law and Rule 1230; 3rd year enrollment.
This course is an overview of the professional and legal issues related to establishing and maintaining a practice. We will discuss the benefits and problems of working with insurance, HMOs and Medicaid and the requirements of operating a business. The everyday workings and administration of a practice will be explored. Emphasis will be on the expanding role of midwifery within our healthcare system. 30 CLOK HOURS.

FEMALE SEXUALITY FOR MIDWIVES 1280 2 CREDITS
This course introduces the student to the female sexual system and its contribution to the health and well-being of non-pregnant women, women in each stage of pregnancy, labor, delivery and the postpartum period. Basic female sexual dysfunction is discussed, with training in interviewing and history-taking around sexual issues. Students will observe a pelvic exam. 30 CLOK HOURS.

FETAL MONITORING 2130 1 CREDIT
This course is designed to integrate the history, theory and principles of fetal surveillance with practical application of auscultation. Students will gain an understanding of relevant anatomy and physiology of maternal uteroplacental-fetal circulation and uterine function and activity and its affects on fetal oxygenation. Students will also gain an understanding of the oxygen transfer chain and pathophysiology of disrupted oxygen transfer to the fetus. All components of the fetal heart rate will be discussed including: baseline, accelerations, decelerations, variability, and trends over time. 15 CLOK HOURS.

FLORIDA LAW AND RULE 1230 1 CREDIT
The focus of this course is Florida Statute 467, the Midwifery Practice Act, and 64B24 in the Administrative Code. The law and rule specific to the practice of direct-entry midwives in Florida, the history of the law, the legislative process and the rule-making process will be covered, as well as the role of the Council of Licensed Midwives, the Department of Health and the Midwives Association of Florida. 15 CLOK HOURS.

GYNECOLOGY AND WOMEN’S HEALTH 3110, 3110L 2 CREDITS
PREREQUISITES: Reproductive Anatomy and Physiology 1320/1320L; Antepartum 1330.
This course is an introduction to the fundamentals of well woman care. Students will gain the knowledge and skills to provide care, support and information to women regarding their overall reproductive health, including understanding the normal life cycle of women; causes of, evaluation of and treatment for problems associated with the female reproductive system and breasts; information and provisions or referral for various methods of contraception; issues involved in decision-making regarding unwanted pregnancy and resources for counseling and referral; issues involving infertility; and the interpretation of lab results. With LAB. 45 CLOK HOURS.

HEALTHCARE SKILLS I 1121 2 CREDITS
This foundation course introduces the theory and performance of basic healthcare skills essential to a career in midwifery. Students will gain an understanding of medical terminology relevant to midwifery and learn to properly chart clients’ records; learn to develop healthcare plans; explore principles of body mechanics, utilization of therapeutic communication techniques and aseptic and sterile techniques; be able to assess client hydration and elimination status and identify need for intervention with therapeutic measures; and study administration of relevant medications and prenatal care components. Students will be introduced to physical assessment. 30 CLOK HOURS.
HEALTHCARE SKILLS II 1222, 1222L  3 CREDITS
PREREQUISITES: Healthcare Skills I 1121.
This course is a continuation of Healthcare Skills I, with emphasis placed on development of advanced healthcare skills relevant to midwifery practice. Students will undertake an in-depth systems approach to physical assessment, interpretation of prenatal data, advanced laboratory technique including venipuncture, neonatal physical assessment and lab work. With LAB. 60 CLOCK HOURS.

HERB WORKSHOP 2260  1 CREDIT
This course is an introduction to the herbs and herbal preparations used by traditional midwives during the childbearing year. Students will learn the properties and parts, methods of preparation, indications and contraindications of most commonly used herbs in midwifery practice. Students will further have the opportunity to prepare tinctures, oils and salves during this workshop style class. 15 CLOCK HOURS

HISTORY OF MIDWIFERY 1170  2 CREDITS
This course will provide a historical dimension to the current practice of midwifery in the United States as well as internationally. The multi-faceted roots of U.S. midwifery will be emphasized, including immigrant midwives, indigenous midwives, plantation and rural southern midwifery, the nurse midwife, the birth renaissance midwife, the variety of midwives currently practicing and the organizations which represent their perspectives. The changes in legal issues in the practice of midwifery will also be explored. 30 CLOCK HOURS

HIV/AIDS 1150  1 CREDIT
In this course students will gain an essential understanding of the acquired immune deficiency disease, with an emphasis on its effects during pregnancy, childbirth and lactation. They will learn about transmission, progression and treatment of HIV infection. They will develop skills for recognizing at-risk behaviors, including substance abuse, family violence, and child neglect/abuse and will be taught to provide sexual counseling and referrals. 15 CLOCK HOURS

INTERPERSONAL RELATIONSHIPS AND COMMUNICATION SKILLS I—III 1161, 1362, 2163  1 CREDIT
PREREQUISITES: Each course requires the previous course(s) in the series.
This course series continues through the first two years of our program. The first course encourages personal growth of the student and lays the foundation for emotional awareness in communication. Topics addressed include basic communication skills, setting boundaries, and effective listening skills. The second course focuses on learning non-violent communication. Among other skills, students learn to manage anger, make requests, and identify judgments. In the last course of the series, students learn to apply these skills to their personal and professional relationships in order to become more effective midwives. Students practice dealing with difficult issues, sharpening their communication skills through role-playing scenarios, crisis management, and developing professionalism. The role of the midwife as a healer will also be explored. 15 CLOCK HOURS

INTRAPARTUM 2120  3 CREDITS
PREREQUISITES: Reproductive Anatomy and Physiology 1320/1320L; Antepartum 1330.
Midwifery students will learn the steps of the normal labor process including mechanisms of labor and birth. Students will review the anatomy and physiology of the reproductive organs, structures and fetal anatomy, and will learn to assess the well-being of mother and child and screen for complications in each stage of labor. Upon completion of the course students will demonstrate knowledge and management of the normal labor and delivery, recognition of complications and use of appropriate interventions, including knowledge of when to transfer. 45 CLOCK HOURS

ISSUES IN PROFESSIONAL MIDWIFERY 3310  1 CREDIT
PREREQUISITES: Florida Law and Rule 1230, 3rd year enrollment.
This course introduces the senior midwifery student to the current issues that impact the midwifery profession. The role of
the midwife as a change agent in her community and in the professional organizations will be emphasized. Current trends in midwifery education, midwifery legislation, public education, third-party reimbursement, ethics, and consumer advocacy will be discussed. The role of Florida Licensed Midwives in national and international issues will also be explored. 15 CLOCK HOURS

MICROBIOLOGY FOR MIDWIVES 1260, 1260L 2 CREDITS
PREREQUISITES: ANATOMY AND PHYSIOLOGY 1191/1191L.
This course will provide the student with a broad overview of the principles of microbiology and basic immunology necessary for midwifery practice. Students will be encouraged to think critically and will become familiar with interpreting commonly ordered lab reports. Emphasis will be placed on practical application of these scientific principles, including biological mechanisms of prenatal testing and childhood immunizations. With LAB. 45 CLOCK HOURS

MIDWIFERY PRACTICUM IA, IB, IIA, IIB, IIC, IIIA, IIIB, IIIC 1141, 1241, 1342, 2143, 2344, 2345, 3146, 3247, 3348, 4149, 4150 1 CREDIT
In this course students will meet with their instructor to discuss their experiences at clinical sites. The concept of confidentiality will be emphasized. A review of material presented in other courses pertaining to clinical skills will be done using research projects, student presentations and case reviews. Term topics in the third year will include clinical skills assessment, protocols and NARM review. 15 CLOCK HOURS

MIDWIFERY CLINICAL LAB IA, IB, IIA, IIB, IIC, IIIA, IIIB, IIIC, IVA, IVB, IVCL AB 1141L, 1241L, 1342L, 2143L, 2244L, 2345L, 3146L, 3247L, 3348L, 4149L, 4150L, 4251L, 4352L 1-4 CREDITS
Each term in Midwifery Clinical Lab students will be assigned to work directly under the supervision of a preceptor. Preceptors are Florida Licensed Midwives, Certified Nurse Midwives, Registered Nurses or Obstetricians who practice in homes, birth centers and hospital settings. Experience will progress through a tiered process of observation, assistance and management in the antepartum, intrapartum and postpartum period. The format will include peer review and faculty supervision of clinical performance. In-house lab instruction will include pelvic exams, phlebotomy, IV, and fetal surveillance. EAC L CREDIT IS EQUAL TO 60 CLOCK HOURS

NEWBORN 2220 2 CREDITS
PREREQUISITES: INTRAPARTUM 2120; POSTPARTUM 2210 (CONCURRENT ENROLLMENT).
In this course the student will learn normal newborn examinations and behavioral assessments, as well as infant anatomy and physiology and common complications affecting the newborn. Signs and symptoms of impending problems, physical exams, routine medications, when to transfer to the NICU and the 24-48 hour home visit will be discussed. Upon completion the student will be able to perform the complete newborn exam. This module emphasizes the appreciation and beauty of the “amazing newborn” and explores the messages the newborn sends regarding its own health and well-being, particularly during the first four hours of life. 30 CLOCK HOURS

NEONATAL RESUSCITATION PROGRAM/CPR CERTIFICATION 1140 1 CREDIT
This course has two components, CPR and Neonatal Resuscitation Program (NRP). In the CPR module students will learn how to recognize breathing and cardiac emergencies. They will learn how to perform CPR on adults and infants, and how to use an Automated External Defibrillator (AED) until further medical help arrives. Basic precautions for avoiding disease transmission will also be covered. The NRP module is designed to teach an evidence-based approach to resuscitation of the newborn. The causes, prevention, and management of mild to severe neonatal asphyxia are carefully explained so that midwives may develop optimal knowledge and skill in resuscitation. Students will receive a course completion card after successfully completing all the course requirements.

NUTRITION FOR THE CHILDBEARING YEAR 2110 3 CREDITS
PREREQUISITES: ANTRAPARTUM 1330.
This course will provide the student with a foundation in nutrition and will focus on assessment and counseling skills.
Nutritional requirements during pre-pregnancy, pregnancy, lactation, postpartum and infancy will be covered, including topics such as factors that affect weight gain during pregnancy, care plans for pregnant women with eating disorders, nutritional and fluid demands of women with prolonged labor and many other nutritional topics. The physiological and immunological components of breast milk will also be reviewed. 45 CREDIT HOURS

PHARMACOLOGY 2320  2 CREDITS
PREREQUISITES: ANATOMY AND PHYSIOLOGY II 1292/1292L;ANTEPARTUM 1330; DIAGNOSTIC TESTING 1350.
This course presents basic principles of pharmacology and drug therapy for pregnancy, birth and postpartum. Students will explore, among other topics, pharmacodynamics and pharmacokinetics. The goal of this course is to provide a foundation for the Licensed Midwife to function safely in the administration of medicine. 30 CREDIT HOURS

POSTPARTUM 2210  1 CREDIT
PREREQUISITES: INTRA-PARTUM 2120; NEWBORN 2220 (CONCURRENT ENROLLMENT).
In this course the midwifery student will gain an understanding of the normal events that occur immediately postpartum. Also included will be the emotional, psychosocial and sexual variations that may occur during this period. The causes of common postpartum discomforts and how to alleviate them will be discussed. Postpartum nutritional requirements, evaluations and counseling of the client will be covered, and students will learn how to monitor the needs of the mother and child in the “fourth trimester,” including conducting the 24 hour, 2 week and 6 week postpartum visits. Upon completion of this class, students will be able to recognize deviations from normal in the postpartum period and respond with appropriate intervention. 15 CREDIT HOURS

PSYCHOLOGY FOR MIDWIVES 1150  2 CREDITS
This course, developed especially for midwives, is the psychological study of the changes that occur in people and their behavior during the lifespan. Special emphasis will be given to women’s development from puberty to menopause, with highlights on the normal psychology of women during pregnancy, childbirth and postpartum. Other specific topics include body image and eating disorders, sexual abuse, domestic violence, fatherhood and psychological responses to unexpected birth outcomes such as miscarriage, stillbirth, fetal death and cesarean birth. 30 CREDIT HOURS.

PUBLIC HEALTH 2310  2 CREDITS
PREREQUISITES: HIV/AIDS 1156; MICROBIOLOGY 1260/1260L; ANTEPARTUM 1330.
This course will review the structure of the Public Health System at the federal, state and local level and how it relates to the community, the prevention of disease, illnesses and mortality rate. Students will not only learn disease identification, they will also explore the reasons for required prenatal and postnatal testing and the procedures involved in counseling and prevention techniques, including statistics, policy making and legislation. 10 CREDIT HOURS

RESEARCH EVALUATION 1110  1 CREDIT
This course is designed to give the student a basic introduction to the types, quality, and formats of scholarly research. Students will evaluate articles presented in peer-reviewed journals, will discuss primary, secondary, and tertiary sources, will discuss how research presented might apply to midwifery practice, and will be introduced briefly to the principles of statistics as they pertain to medical research. The course will also cover APA citation style as it is used in documenting sources in literature reviews, papers, and other academic documents. 15 CREDIT HOURS

REPRODUCTIVE ANATOMY AND PHYSIOLOGY 1320, 1320L  4 CREDITS
PREREQUISITES: ANATOMY AND PHYSIOLOGY II 1292/1292L.
This is a basic science course developed for midwifery students. It is one of the foundations for courses in clinical management. It will build on knowledge gained in the Anatomy and Physiology course to provide an in-depth understanding of pregnancy, birth and lactation from a biophysical perspective. With LAB. 75 CREDIT HOURS

STUDENT SUCCESS LAB 1000L  1 CREDIT
The purpose of this course is to equip the student with basic skills and knowledge to be successful in the school environment. E
Emphasis will be placed on the idea of midwifery school experience as preparation for midwifery practice and the expectation that students will devote a similar level of care, responsibility, and sacrifice to school as to midwifery practice. Topics such as study skills, time management, burnout prevention, stress management, basic computer skills, learning styles, and school etiquette will be covered. 30 CREDIT HOURS

SUTURING FOR MIDWIVES 2250 1 CREDIT
PREREQUISITES: REPRODUCTIVE ANATOMY AND PHYSIOLOGY 1320/1320L; INTRAPARTUM 2120.
This course is designed to integrate theory and principles of suturing and wound healing with practical experience and knot tying techniques on laboratory models. Students will gain an understanding of relevant anatomy and physiology, causation and prevention of lacerations, severity of wounds, pre-suturing assessments, relaxation techniques to be used during the suturing process, postpartum assessment of the sutured area and teaching techniques to aid the client in facilitating the healing process. Principles of asepsis and anesthesia will also be covered. Learning objectives will be met through a combination of lecture material, reading assignments, hands-on practice, and visual aids. 15 CREDIT HOURS

TRADITIONAL HEALING MODALITIES 3240 2 CREDITS
PREREQUISITES: ANTHROPOLOGY 1310; INTRAPARTUM 2120; POSTPARTUM 2210; NEWBORN 2220.
This course will provide an overview of alternative medicine options such as homeopathy, chiropractic therapy, massage, Watsu, acupuncture, and traditional Chinese medicine, as they are applicable to midwifery care, will be covered. 10 CREDIT HOURS

WATERBIRTH WORKSHOP 2340 1 CREDIT
The Waterbirth workshop is designed for the student with several semesters of clinical experience completed. The course includes a review of waterbirth techniques, benefits, and contraindications, along with waterbirth scenarios and emergency drills. Parts of this course take place in the water as students explore the experiential aspects of waterbirth from the perspectives of the mother, baby, and midwife. 15 CREDIT HOURS
LOCATION AND FACILITIES

WE ARE LOCATED IN THE HISTORIC HOWARD-KELLEY HOUSE AT 810 EAST UNIVERSITY AVENUE, IN THE HEART OF GAINESVILLE’S NORTHEAST HISTORIC DISTRICT.

The Florida School of Traditional Midwifery (FSTM) is located in the historic Howard-Kelley House, which was built in 1883. The house was restored under the expert supervision of Mary Barrow and received the Florida Trust for Historic Preservation Adaptive Use Award for the State of Florida in 1987. Doctor Mark Barrow, a retired cardiologist, and his wife Mary, were delighted to assist the Florida School of Traditional Midwifery with the purchase of the mansion for use as a midwifery school and birth center in the spring of 2004. This charming Victorian mansion is the perfect backdrop for midwifery in North Central Florida.

FSTM shares the building with the Birth Center of Gainesville, which is located on the ground floor. The Birth Center of Gainesville is the oldest birth center on the East coast of the United States and has delivered over 2000 babies. Midwifery and the Howard-Kelley House have a long and rich legacy in the Gainesville community that grows with each class of midwifery students.

We have three beautiful classrooms with large windows, a lab room, full kitchen facilities, a student lounge/library, and several administrative offices for FSTM use. Students may check out books, journals, and audiovisual materials from our library collection. Students have access to a learning lab with models, charts and dolls for practice and personal study or research. Students and staff also enjoy the grounds including a spacious wrap-around porch with swings and rocking chairs, a gazebo and plenty of green space with native landscaping and benches.

Gainesville is approximately one hour from both the Atlantic ocean and the Gulf Coast beaches. We enjoy clear, mostly sunny skies, warm temperatures, low pollution and a wide variety of cultural events.
Fall Term  August - December 2012

- Rolling Enrollment
- July-August Registration for Fall Term
- August 27 Classes Begin
- November 9 Last day to withdraw and receive a “W”
- November 19-23 Fall Break
- December 14 Last day of Fall Term

Spring Term  January - April 2013

- October-December Registration for Spring Term
- January 7 Classes Begin
- March 22 Last day to withdraw and receive a “W”
- March 4-8 Spring Break
- April 26 Last day of Spring Term

Summer Term  May - August 2013

- March -April Registration for Summer Term
- May 13 Classes Begin
- July 12 Last day to withdraw and receive a “W”
- July 1-5 Summer Break
- August 9 Last Day of Summer Term

Fall Term  August - December 2013

- Rolling Enrollment
- July-August Registration for Fall Term
- August 26 Classes Begin
- November 1 Last day to withdraw and receive a “W”
- November 25-29 Fall Break
- December 13 Last day of Fall Term

Spring Term  January - April 2014

- October-December Registration for Spring Term
- January 6 Classes Begin
- March 19 Last day to withdraw and receive a “W”
- March 3-7 Spring Break
- April 25 Last day of Spring Term
Summer Term  May - August 2014
March - April .................................................. Registration for Summer Term
May 12 ................................................................. Classes Begin
July 10 ................................................................. Last day to withdraw and receive a "W"
June 30 - July 4 .................................................. Summer Break
August 8 .............................................................. Last Day of Summer Term

Fall Term  August - December 2014
Rolling ................................................................. Enrollment
July - August ........................................................ Registration for Fall Term
August 25 ............................................................ Classes Begin
November 7 ........................................................ Last day to withdraw and receive a "W"
November 24-28 ................................................. Fall Break
December 12 .......................................................... Last day of Fall Term

SCHEDULING AND CLASS HOURS
A current schedule of classroom hours for each term will be available one (1) week prior to the beginning of classes. Scheduling at clinical sites will be done in collaboration with FSTM, the student, and the clinical sites.

ADMINISTRATIVE OFFICE HOURS
The Administrative office is open Monday through Friday from 9:00 am to 5:00 pm, with the exception of legal holidays. The office may be closed during holiday seasons.
PO LICIES A ND P ROCE DURES

ADMISSIONS POLICIES AND PROCEDURES

ADVANCED STANDING AND TRANSFER OF CREDIT

FSTM does not accept transfer of credit; however, Advanced Standing may be granted for students with relevant prior education. As mandated in Florida Statute 467 (F.S.467), previous student education will be assessed on an individual basis. “In no case shall the training be reduced to a period of less than 2 years” (F.S.467.009 [2]). Advanced Standing credits awarded will not count toward the maximum timeframe for completing the program.

Credit for previous education will be evaluated by the Academic Director and/or an independent evaluator and granted at the time of enrollment. It will be the student’s responsibility to provide the FSTM office with all official transcripts or documents required for evaluations of advanced standing requests, along with a fee of $15.00 per credit. If credit is granted, both educational credits and tuition will be reduced proportionately. The student’s Enrollment Agreement will clearly state the specific tuition costs and credit hours needed for completion of the program. Advanced Standing for Anatomy and Physiology I and II will only be granted after the applicant has passed a competency exam. There will be no additional fee for this exam.

Transfer of credit from FSTM to another institution will be decided at the discretion of the receiving institution. It is the student’s responsibility to determine if credit will be accepted at another institution.

CREDIT BY EXAMINATION

The Academic Director may review Advanced Standing requests the evaluator has denied. The student may petition the Academic Director, in writing, requesting the review. The Academic Director, in consultation with the Clinical Director and the Course Instructor, will decide whether the student qualifies for Credit by Examination. If approved there is a charge of $75.00 for each examination. The student must achieve a minimum of 85% to receive credit for the course. If the student does not pass the examination, she or he will be required to take the course to receive credit. In this instance the student will be responsible for full tuition associated with the course.

Credit by Examination may not be applied to courses which FSTM has determined are core classes and for which advanced standing is never granted.

ENROLLMENT POLICY

In accordance with Florida Law, prior to enrollment, prospective students must:

- Be 18 years of age or older
- Hold a high school diploma or its equivalent
- Have taken and received a passing grade in three college-level credits each of Math and English

OR

Demonstrate competencies by passing the College Level Equivalent Proficiency (CLEP)
- Doula training from an approved program within the last two years or current doula certification.
- Childbirth Educator training from an approved program within the last two years or current childbirth educator certification

FSTM requires that prospective students:

- Submit a completed application
- Submit a $75 application fee, non-refundable
- Complete an interview with our admissions committee

Upon enrollment students must submit a $200 enrollment fee (refundable for 3 business days) with the completed enrollment agreement. Total non-refundable monies between the application fee and the enrollment fee will not exceed $150.
RETURNING MILITARY SERVICEMEMBER

FSTM will readmit any military servicemembers returning from active duty who withdrew or took a leave of absence in order to fulfill military duty. The student will be promptly readmitted as soon as in-sequence courses are available in order to pick up midwifery education where they left off. The student will be readmitted to the same program, at the same enrollment status, with the same number of completed credits, and with the same academic standing. The student will be assessed the same tuition and fee charges that would have applied in the year the student left the program, or the same as other current students if VA or other benefits will cover the difference.

If servicemembers returning to school require assistance to prepare to return to the program, FSTM will make every effort to help the student to prepare. If more than 2 years have elapsed since the student left the program, the student will be reviewed to reseat any core classes or other course material deemed necessary to successful continuation in the program. In this case, the student will be required to attend the class but will not be charged tuition or fees. Course material or clinical experience that needs to be reviewed or repeated will be assessed on a case-by-case basis.

In order to qualify for readmission, the student must have given advance oral or written notice before leaving the program, and must submit written notice of intent to return to the program. Notice of intent to return must be submitted not later than 3 years after completion of service, and not later than 2 years after recovery from service-related illness or injury. If more than 5 years have elapsed since the student left the program she or he may need to reapply for the midwifery program.

FINANCIAL POLICIES AND PROCEDURES

FINANCIAL POLICY

Upon registration, students assume full responsibility for payment of her or his tuition and other fees associated with their education at the Florida School of Traditional Midwifery Inc., in accordance with the payment policies of the school. Tuition in its entirety must be paid prior to the start of each term; or at least 50% of the tuition must be paid prior to the start of the term, accompanied by a formal payment plan arranged with the Business and Finance Department for the remaining balance during the course of the term. All tuition and other fees must be paid by the end of each term in order for the student to register for any subsequent term.

If a student has an unpaid balance due at the end of a term and is unable to make payment in full against the balance, she or he will not be eligible to register for any subsequent term. A student under these circumstances may submit a written request to the Finance Department to establish a payment plan to pay off any outstanding balance. The payment plan must be approved and executed in order for the student to be eligible to register for a subsequent term.

FEDERAL FINANCIAL AID

Students who are US citizens or permanent residents may be eligible for Pell Grants, Stafford Loans, or Plus Loans. Stafford Loans may be either subsidized or unsubsidized. Students can apply online at www.fafsa.ed.gov. To learn more about financial aid eligibility, contact the FSTM Financial Aid Coordinator (maudette@midwiferyschool.org).

ENROLLMENT STATUS FOR TITLE IV

Because FSTM offers a program in credit hours and terms but does not award a degree, the program is subject to clock to credit conversion when calculating enrollment status for Federal Student Aid (FSA). To determine whether a student is enrolled full-time, three-fourths time or half-time, the institution must divide the number of clock hours in each term by 37.5. The resulting number is the FSA, or "converted," credits for that term. Full time enrollment is 12 converted credits, three-fourths time is 9, and half-time is 6 converted credits.
GRADE LEVEL PROGRESSION POLICY FOR TITLE IV

In order for students to progress from first to second year FSA award amounts they must complete 30 converted credits (see above) per level. Students will be eligible for second year award amounts once they have completed 30 converted credits. No students will reach 60 converted credits under the current FSTM curriculum.

Any student taking the complete Direct-Entry curriculum will be eligible for first-year award amounts from Year 1 Term 1 through Year 2 Term 2. Second-year award amounts may be available in Year 2 Term 3 through the end of the program.

OTHER FINANCIAL AID
Bright Futures scholarships, Florida Prepaid Plan (529 College Savings Plan), WIA Program (Workforce Investment Act), VA Funding and Vocational Rehabilitation are available to those who qualify.

WITHDRAWAL AND REFUND POLICY
Should the student be dismissed or withdraw for any reason, all refunds will be made according to the following refund schedule:

1. Withdrawal must be made as an official written request.

2. The complete enrollment fee will be refunded if the student withdraws within (3) three business days after signing the Enrollment Agreement and making the initial payment. After (3) three business days, only $125 of the enrollment fee will be refunded.

3. Withdrawal after the third (3rd) business day, but before the first class will result in a refund of all tuition monies paid, with the exception of the enrollment fee.

4. Withdrawal after classes have begun, but prior to 60% completion of the term, will result in a prorated refund computed on the number of hours completed as a percentage of total program hours for the term.

5. No refund will be given after 61% of the term has passed.

6. Withdrawal date: The withdrawal date for refund computation purposes is the date written notice of withdrawal is received by the school office.

7. Refunds will be made within 45 days of receipt of the Withdrawal Notice.

8. No refunds will be made for the application fee. No refunds will be made for books and/or supply assessments. Total non-refundable monies between the application fee and the enrollment fee will not exceed $150.

GRADUATION POLICIES AND PROCEDURES

GRADUATION REQUIREMENTS

1. Complete all classes listed in the program curriculum with a grade of "C" or better.

2. Complete all clinical requirements listed in the program requirements, and submit appropriate documentation to the FSTM office.

NARM CERTIFICATION REQUIREMENTS

For the Direct-Entry Midwifery Program and Licensure by Endorsement Program.


MEAC graduates are expected to apply for NARM certification within three years of graduation. If application for certification is made after this time, NARM will require additional documentation.
POLICIES AND PROCEDURES (CONT)

2. Clinical requirements (Clinical Lab Credits: 23, Total Midwifery Clinical Lab Clock Hours: 1380)
   - 80 Prenatal Exams
   - 20 Initial Prenatal Exams
   - 30 Birth Observes
   - 50 Birth Managements
   - 50 Postpartum Exams
   - 50 Newborn Exams
   - 15 Continuity of Care cases

3. Provide a copy of your notarized graduation diploma or a copy of final transcripts with the school insignia.

4. A statement verifying that the student has successfully performed all of the skills on the NARM Verification Form.

5. Required documentation to take the NARM exam includes:
   - A copy of the CPR and/or NRP card
   - Practice guidelines
   - An Informed Consent document
   - Forms and handouts relating to midwifery practice
   - An Emergency Care Plan document.

SATISFACTORY ACADEMIC PROGRESS

Standards for Satisfactory Academic Progress (SAP) will be published yearly in our course catalog, which is available in print and electronic formats. The same standards will be used for all students regardless of program enrolled and whether or not the student is receiving Title IV funding.

The continuation of students who lack the ability, dedication or maturity to learn is inconsistent with the goals of the Florida School of Traditional Midwifery. Students must maintain a passing cumulative grade point average (GPA 2.5) and successfully complete 67% of attempted credits per semester, to be assessed every semester. A student whose GPA drops below 2.5 or who fails to complete at least 2/3 (67%) of attempted credits will be placed on Academic Probation for failing to meet Satisfactory Academic Progress Standards and will be required to attend a performance review.

The Academic Director will evaluate academic progress at the end of every semester once grades have been submitted. A determination will be made regarding Satisfactory Academic Progress (SAP). Any student who is not meeting SAP standards will be scheduled for a performance review and will be placed on Academic and Financial Aid Probation or Warning. If at any time a student fails to meet SAP, she or he will be notified in writing and again during a Performance Review.

Students will be evaluated at the end of each semester by the course instructor, in accordance with the criteria listed in the course syllabus. Grades will be posted online via our online gradebook. The grade for clinical coursework (Clinical Lab) is determined by the Clinical Director based on fulfillment of all requirements outlined in the Clinical Lab syllabus, including but not limited to:
   - Mid and End of Term Check-ins
   - Submission of an appropriately completed clinical notebook
   - Completion of clinical skills appropriate to the student’s place in the curriculum.

A student who wishes to appeal a determination of unsatisfactory progress may initiate the Petition procedures as described below.

ACADEMIC PROBATION

Any student whose grade point average falls below 2.5 or fails to successfully complete 67% of cumulative attempted credits will be placed on academic probation. Students will remain on academic probation for one semester and will be eligible for Title IV funding during that period under Financial Aid Warning (see below). Probation will be lifted once the student completes the semester within Satisfactory Academic Progress Standards (see above) for both qualitative (grade average) and quantitative (rate of completion of credits) measures. Students on academic probation will be
POLICIES AND PROCEDURES (CONT)

required to meet with the Academic Director at the beginning and middle of each term that they are on probation.

If following a first period of Financial Aid Warning a student is not meeting SAP, she or he will not be eligible for Title IV aid (i.e. back-to-back Warning periods will not be granted without a successful appeal), and will be in jeopardy of dismissal from the midwifery program.

FINANCIAL AID STATUS

When a student has failed to meet Standards for Satisfactory Academic Progress (SAP), she or he will be eligible for Title IV aid for one semester, with a financial aid status of “Academic Probation.”

If for any reason a student fails to meet SAP in that subsequent semester and is not dismissed from the program eligibility for financial aid will be revoked, unless the student successfully appeals or petitions for continued eligibility.

In the case of a successful appeal, financial aid status will be changed to “Financial Aid Probation.”

FAILING AND REPEATING A COURSE

Students may only repeat a course if the initial attempt resulted in a failing grade. When a student fails a course, she or he will be required to repeat it for a passing grade and will be placed on Academic Warning. Students on Academic Warning will be required to attend a Performance Review and will be required to meet with the Academic Director at the mid-point of the semester. In the event that a student fails a course, the student may be required to enroll at less than full time until the course can be repeated to ensure that all prerequisites are met. Failing then repeating a course will not extend the maximum timeframe. Students must repeat any failed courses the next time they are offered, which is usually one year following the initial attempt. Both attempts will be recorded on the student's final transcript and will be calculated in the cumulative GPA.

The school will make every attempt to provide referrals for appropriate private tutoring for students who are experiencing academic challenge.

Failure to pass a course on a second attempt may result in dismissal. Students who fail three (3) or more classes throughout the course of the entire program may be dismissed.

GRADING POLICY

GPA is calculated using a point system. A and A+ are given 4 points per credit of the course, B+ receives 3.3 points, B receives 3, C receives 2, and F receives 0 points. The total is divided by the number of credits attempted, and the result is the GPA.

Students' academic performance will be graded on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
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<tbody>
<tr>
<td>A+</td>
<td>100%</td>
</tr>
<tr>
<td>A</td>
<td>90 - 99%</td>
</tr>
<tr>
<td>B+</td>
<td>87 - 89%</td>
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<tr>
<td>B</td>
<td>80 - 86%</td>
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<tr>
<td>C</td>
<td>75 - 79%</td>
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<tr>
<td>F</td>
<td>0 - 74%</td>
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<tr>
<td>I</td>
<td>Incomplete</td>
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<tr>
<td>W</td>
<td>Withdraw</td>
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<td>X</td>
<td>Audit</td>
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<td>P</td>
<td>Pass</td>
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</tbody>
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MAXIMUM TIMEFRAME:

The maximum timeframe for completion of the academic portion of the Direct-Entry Midwifery program will be 4.5 years. If a student cannot meet academic requirements for graduation within the maximum time parameters, the student will be considered as not making satisfactory progress and may be terminated from the program. Students may take another year to complete clinical components on a case-by-case basis. Time the student is enrolled but not receiving Title IV funding is counted toward the maximum timeframe to complete the program, as are semesters during which the student fails a course, withdraws from a course, or receives an incomplete in a course. Time that a student is on a leave of absence is not necessarily counted toward the maximum timeframe. Time that a student is enrolled less than full-time will extend the maximum timeframe; students must complete 67% of attempted credits in order to graduate within the maximum timeframe.

ACADEMIC STANDING

Academic standing is assessed on a term-by-term basis.

Honors: Student has earned all A’s
In good standing: Student has earned C’s or better.
Academic Warning: Student has failed one (1) course or more.
Academic Probation: Student has failed to meet Standards of Academic Progress.

COURSE WITHDRAWAL POLICY
A student may withdraw from a class and receive a grade of “W” under the following conditions:
- A grade of “W” can be assigned until the Last Date to Withdraw and Receive a “W” for the semester. After that date, if a student stops attending class, a grade of “F” will be assigned.
- To receive a grade of “W,” the student must meet with the Academic Director, Clinical Director, and (if receiving Title IV funding) the Financial Aid Coordinator prior to the Last Date To Withdraw.
- If the Withdrawal is approved, the student will be notified and a grade of “W” will appear on the transcript.
- If the course is a prerequisite to another course, the student may not register for the subsequent course until a passing grade is on record.
- The semester in which a student withdraws from a course will be counted toward the maximum time frame of 4.5 years unless the student does so during the drop/add period.

INCOMPLETE POLICY
Incompletes are given at the discretion of the instructor. A student must offer a compelling reason for the request and a plan for completing the course work. At least 80% of the course work must have been completed at the time of the request. An “I” will appear on the grade report until the instructor submits a final grade. If the course is a prerequisite for another course, the student may not register for the subsequent course until a passing grade is on record. A grade of “I” will not be factored into the GPA because no credit has been earned before a grade has been issued. Students must complete the course work by the next grading period, or an “F” will automatically become the final grade.

CONDITIONS FOR DISMISSAL
A student may be dismissed for any of the following reasons:
- Failure to meet minimum standards for academic progress after a probationary period or clinical requirements.
- Failing 3 or more classes throughout the entire midwifery program.
- Failure to correct violations after notification by the Academic Director and/or the Clinical Director.
- Failure to adhere to the FSTM Policies and Procedures.
- Failure to meet financial commitments.
- Attending classes or clinical experience under the influence of alcohol or drugs.
- Failure to correct behaviors identified at a Performance Review.

DISMISSAL AND RE-ADMISSION
When a student is dismissed, the student will meet with the Academic Director and/or Clinical Director to discuss the reason for dismissal and options for readmission. A specific plan for readmission will be established depending on the reasons for dismissal. Students who are dismissed for financial indebtedness may be allowed to reenter the program when the debt has been resolved. Students who are dismissed for academic or clinical failure may apply for readmission one full year after the date of dismissal. Students who wish to reenter school after dismissal must make a request in writing to the Executive Director. She or he must provide evidence of having remedied academic or clinical problems and indicate promise of successful performance. Readmission is at the discretion of the Academic and Executive Directors. Students will be notified of status in writing, by mail. The student should expect to repeat the entrance procedure before being readmitted. Upon readmission following dismissal for academic failure, students will be placed on Academic Probation, will be eligible for Title IV aid, and thus will have one semester to meet Standards of Satisfactory Progress; academic or clinical failure in that semester will result in permanent dismissal from the program. Students who are dismissed are not entitled to refunds.

Students who are dismissed for cheating, plagiarism, theft, alcohol or drug abuse, violence or any other behavior that may be harmful to the learning environment or reputation of FSTM and/or would endanger the safety or wellbeing of any
person, the school, preceptor site or anyone present at a birth will not be readmitted.

APPEAL POLICY

A student may initiate an appeal or petition requesting an exception to any academic, administrative, clinical or financial policy or decision regarding her or his enrollment.

Students who are not meeting the minimum academic standards of progress may appeal this determination due to mitigating or unusual circumstances. Such mitigating circumstances may include, but are not limited to: pregnancy, extended illness of the student or a dependent for whom the student has caretaking responsibility, or death in the family. An academic appeal must include the reason that the student failed to meet Standards of Satisfactory Academic Progress (SAP), as well as evidence or explanation of what changes have been made that will allow the student to meet SAP in the following term. The length of appeal granted for mitigating circumstances will be determined by the Academic and Executive Directors at the time of the initial appeal, but will not exceed one year. Regarding appeals for not meeting Standards of Academic Progress which are granted, students will be eligible for Title IV aid throughout the length of their appeal.

1. Two copies of the petition must be submitted in writing and delivered to the FSTM office either in person or by certified mail. It must be clearly titled “petition,” and must be signed by the petitioner.
2. One copy of the petition will be submitted to the appropriate director (Academic, Clinical or Financial), and one copy will be submitted to the Executive Director.
3. The petition will be reviewed by the Directors described above. All parties will be informed as to the date, time and place the petition will be discussed and may be required to attend. The Administration will make a decision within 30 days of reviewing the petition.
4. If the original petition is not resolved to the student’s satisfaction, the student may make an appeal directly to the Board of Directors. The Board will then review the petition at the next meeting; meetings are held monthly. The student petitioner, faculty, and/or staff member referenced in the petition may be asked to attend the meeting. A decision will be made at that Board meeting and all parties will be informed.
5. If a decision by the Board of Directors does not adequately resolve the situation to the satisfaction of the student, FSTM’s accrediting agency may be contacted.

Midwifery Education Accreditation Council
PO Box 984
LaConner, WA 98257
360-466-2080

ACAD E M I C POL ICIES AND PRO C ED URES

ACADEMIC HONESTY POLICY

FSTM students are expected to act with integrity and honesty in all of their academic and clinical pursuits. Students, faculty, preceptors and administration are expected to report any and all suspicions of dishonesty to the class instructor or Academic Director.

Violations of academic honesty include:

Cheating: includes, but is not limited to, copying written homework assignments from another student, copying from another student’s paper during an in-class exam or looking at textbook or notes during an exam when not specifically permitted by the instructor.

Plagiarism: the representation of someone else’s work as one’s own or the representation of one’s previous work as one’s original work. This includes published or unpublished work, the work of another student, and even work that was originally one’s own but was not created for the course for which it is submitted. Plagiarism includes, but is not limited to, quoting oral or written materials without citation on any written or oral assignments, submitting a research
paper or other written assignment that was not written by the student, including papers purchased from a service, obtained on the Internet or obtained from another student.

Misrepresentation: any act or omission with intent to deceive an instructor for academic or clinical advantage. Misrepresentation includes turning anything in that was not originally created by the student for that particular assignment unless expressly allowed by the instructor, lying to an instructor to increase the grade, lying or misrepresenting facts when confronted with an allegation of academic dishonesty. It also includes misleading preceptors about clinical experience or falsifying clinical documents.

Violations of the academic honesty policy will be handled in the following manner:

1. For the first offense, the instructor should inform the Academic Director, and a meeting will be called with the student. The instructor shall inform the student that she or he is suspicious of a violation and give the student a chance to give her or his account of the incident. If it is determined that a violation has occurred, a Performance Review will be called, and the student will be placed on dismissal probation.

2. A subsequent violation will result in dismissal from the program.

ADD/DROP POLICY

The drop/add period for regularly scheduled classes, excluding workshops, will be the first two weeks of the semester. Students may drop or register for these classes during this period without penalty.

If a student drops a regularly scheduled course after the drop/add period but before the last day to withdraw, she or he will receive a grade of “W”. Courses that meet for the first time after the drop/add period is concluded may be dropped without penalty if they do so within 2 business days of the first meeting of the course. Please see the refund policy for information on tuition refunds upon dropping or withdrawing from a course.

To drop or add a course, students must complete a drop/add form, available in the administrative office. The form must be submitted to the administrative office by the end of the drop/add period. Students must obtain approval from the Academic Director for dropping, adding, or withdrawing from a course.

ANNUAL ACADEMIC ADVISEMENT

FSTM students will have the opportunity for an Annual Academic Advisement meeting with the Academic Director. Topics of this meeting could include academic progress, study skills, attendance, or other factors as identified by the student, faculty or the Academic Director.

RECORD RETENTION AND INSPECTION

All student records are permanently on file at the FSTM Administrative Office. Any student wishing to see her or his records may do so by appointment during office hours. Transcript requests must be in writing and a fee of $5.00 will be assessed per transcript.

AUDITING COURSES POLICY

Students may audit certain courses when space is available. Students wishing to audit a course must obtain instructor and administrative approval and register for the course during regular registration. There is no credit given for a course that has been audited, and a grade of “X” will be assigned. Students who register to audit are expected to attend class and fully participate in the course, except on test days. In order to audit any course, necessary prerequisites must be met. To change from a grade to an audit, students must apply in writing within the first two weeks of the course.

As a service to the community, citizens over the age of 60 may audit courses according to the above guidelines, free of
POLICIES AND PROCEDURES (CONT)

charge.

Provided that above guidelines are followed, a student may audit a class free of charge if the student has already taken, passed and paid in full for the course. A student who first audits a class must pay full price for the class if she or he chooses to take it for a grade a second time.

CLASS BREAK POLICY

Department of Education Rule: For each 60 minute hour of class time students will receive 50 minutes of instruction in the presence of an instructor and 10 minutes of break.

COUNSELING AND PLACEMENT

FSTM has on staff an Academic Director available by appointment for academic counseling to students. Upon successful completion of the program, school administration is available to counsel graduates about job placement; however, the school cannot guarantee employment.

COURSE OR PROGRAM CANCELLATION POLICY

The Florida School of Traditional Midwifery, Inc. reserves the right to cancel or postpone a class or program for any reason at its sole discretion, including insufficient student enrollment. FSTM administration will, however, make every effort to make cancellation decisions well in advance of the beginning date of class, and will further strive to honor commitments made to any students already enrolled in a particular program. If the school elects to cancel classes or programs, enrolled students are entitled to a 100% refund of fees paid for the class or program.

NON-MATRICULATING STUDENTS POLICY

Non-matriculating students must fill out a non-matriculating student agreement and pay an enrollment fee of $50 per term. They will be billed full tuition for all classes taken. Not all courses are open to non-matriculating students.

PREREQUISITES POLICY

Class prerequisites are listed with individual course descriptions.

RESEARCH REQUIREMENT

The following courses carry a Research Requirement: Antepartum, Intrapartum, Issues in Professional Midwifery, Female Sexuality for Midwives, Nutrition, Psychology for Midwives and Reproductive Anatomy and Physiology.

Students should learn the valuable skill of gathering and synthesizing information to present either in oral or written form. In each of the above classes, instructors assign either a research paper of at least 5 pages or a research-based presentation. Students will need to turn in a bibliography for each research assignment that includes refereed journals and texts.

VETERAN’S ACADEMIC STANDARDS OF PROGRESS

If the cumulative GPA falls below 2.0 at the end of any term the student will be placed on academic probation. The GPA must be brought up to 2.0 or better by the following term or the veteran student will be terminated from veteran benefits.

RECERTIFICATION FOR VETERANS ADMINISTRATION BENEFITS

Upon obtaining a 2.0 cumulative grade point average, the veteran student can be recertified for veteran benefits.

WITHHELD GRADES

The school may withhold grade reports and transcripts if a student has an unpaid balance on her or his account.

GENERAL POLICIES AND PROCEDURES

ATTENDANCE POLICY

Students may not attend classes at FSTM unless they have registered and paid for the class. Students who do not attend
at least one of the first two meetings of a class or clinical experience may be dropped from the course. Students are permitted to miss one hour of class per credit hour of the course. These absences are without grade penalty although make-up work must be completed.

In addition to the allowed one hour of absence for each credit hour of a course, students are granted excused absences for the following reasons:
1. Attending a birth (see policy for birth related absences)
2. Illness of the Student Midwife
3. Illness of the student’s immediate family when the student has care-giving responsibility.
4. Death in the immediate family
5. Religious holidays for which advance notice was given

The student is responsible for completing all assignments from the missed classes.

Students may be required to supply written documentation of the reason for absence at the discretion of the faculty member. Students are responsible for completing all attendance requirements of FSTM and its faculty.

Students who have absences that exceed the one hour of class per credit hour may be given a lower final grade. Students are expected to arrive to class on time, ready to work. Arriving late to class on two occasions equals one absence. Additional late arrivals may result in a lower final grade.

BIRTH-RELATED ABSENCE POLICY

Attendance at a birth will be an excused absence from FSTM classes, with the exception of workshop-style classes. However, students will be granted only two (2) birth-related absences per semester. After these two, absence for attending a birth will be counted as an unexcused absence and will be reflected in the student’s final grade.

If the work missed for the course that day is not or cannot be completed in a manner acceptable to the instructor, this absence may be reflected in the student’s grade.

Students will be required to comply with the following before or during the next class:

• The student must submit to the instructor completed documentation, on the appropriate form, signed by the attending midwife, including the time of birth and the date and time the student arrives and leaves the birth site.

• The student is responsible for procuring and/or completing any course work, quizzes, tests, class notes, homework or other required course work for the class time that was missed.

• Make-up work must be completed in a timely manner (as required by the instructor).

VETERANS ATTENDANCE POLICY

Veterans must attend the first day of class in order to be eligible for benefits.

Excused absences will be granted for extenuating circumstances only. Excused absences will be substantiated by entries in students’ files.

Early departures, class cuts, tardies, etc. for any portion of an hour will be counted as a full hour of absence.

Students exceeding three (3) days unexcused absences in a calendar month WILL BE DISMISSED for unsatisfactory attendance.

CLINICAL SITE POLICIES

• Students are responsible for the expenses related to travel and housing while at clinical sites.

• Students must have passing grades in HIV/AIDS and Healthcare Skills I, and have current CPR training in order to be placed at a clinical site.
DISCIPLINARY POLICY

When a student is found to be in violation of FSTM Policies and Procedures, the following actions will be taken:

• A verbal and written notification of the violation(s) will be given to the student by the Academic Director.
• If the violation continues, the student will meet with a disciplinary committee comprised of the Academic Director, the faculty member involved, if any, and another FSTM Director. A probationary period may be assigned.
• If the problem has not been remedied by the end of the probationary period, the student will be dismissed from the program.

EQUIPMENT AND TEXTS

Students are responsible for the purchase of supplies and books.

LEAVE OF ABSENCE

Though strongly discouraged, a student may request a leave of absence, if necessary.

a) A request must be submitted in writing to the Academic Director describing the reasons for the request and an estimated date of return. All tests, assignments and clinical work must be made up on a schedule approved by the faculty.

b) A leave of absence may be requested for no less than one term, and no more than one year during the entire program. In order to be considered for an approved leave of absence a student must:

1) be in good academic standing with no “Incompletes” pending
2) be current in all financial obligations to the school

c) To ensure continuity and logical progression in the student’s studies, it may be necessary for a student returning from a leave of absence to enroll on a less-than-full-time basis if the core midwifery courses are being taught only once each year.

NON-DISCRIMINATION POLICY

The Florida School of Traditional Midwifery, Inc. admits students of any race, color, national and ethnic origin, sexual orientation, gender, disability, marital status and/or religion to all the rights, privileges, programs and activities generally accorded or made available to students of the organization. It does not discriminate on the basis of race, color, national and ethnic origin, sexual orientation, gender, disability, marital status and/or religion in administration of its educational policies, admissions policies, scholarships and loan programs, hiring practices or other organization-administered programs.

STUDENTS WITH LEARNING DISABILITIES POLICY

Academic accommodations will be made for students with documented learning disabilities. Students with learning disabilities must provide written documentation of their learning disability from a licensed psychologist and a written request for academic accommodations. Requests and documentation should be submitted to the Academic Director as early as possible. Academic accommodations will be determined on an individual basis. Academic accommodations may include, but are not limited to, copies of overheads used during class, permission to tape record lectures, extended time during exams, a quiet and separate environment during exams and/or permission to use assisting technology during exams.

All policies, procedures and fees are subject to periodic revision.
PERFORMANCE REVIEW

STUDENT MIDWIVES AT ISTM MAY UNDERGO A YEARLY PERFORMANCE REVIEW. THIS REVIEW WILL BE CONDUCTED BY THE ACADEMIC DIRECTOR AND AT LEAST ONE OF THE FOLLOWING: EXECUTIVE DIRECTOR, CLINICAL DIRECTOR AND/OR MEMBERS OF THE FACULTY. THE PURPOSE OF THE REVIEW IS TO EVALUATE THE STUDENT'S ACADEMIC STANDING, CLINICAL SKILLS AND PROFESSIONALISM. FAILURE TO RECEIVE A FAVORABLE REVIEW MAY RESULT IN THE DISMISSAL FROM THE PROGRAM, PROBATION OR DENIAL OF PLACEMENT AT PRECEPTOR SITES UNTIL SUCH TIME AS A FAVORABLE REVIEW IS OBTAINED.

Criteria for the Performance Review include, but are not limited to, the following areas:

- Academic Probation or Academic Warning
- Proper respect for the birth setting, birthing women and their families
- Maintaining confidentiality
- Timeliness in Academic and Clinical settings
- Respect toward preceptors, faculty, fellow students, staff and clients
- Appropriate behavior while at clinical sites.
- Demonstration of skills
- Follow-through on commitments and projects
- Completion of Midwifery Service Project
- Sobriety when on call, in class or in any student midwife capacity
- Sound judgment, including performing only authorized procedures
- Positive attitude
- Appropriate attire and hygiene at births, in clinic and while carrying out professional duties
- Appropriate communication to collaborative care practitioners

The Performance Review is not an event that requires specific preparation on the part of the student. The review covers the student midwife’s behaviors and attitudes with respect to the school and the practice of midwifery. Students will receive advance notice of the review and will be informed as to the nature of the review. To insure a positive review, the best preparation is for the student to honor all obligations, in a timely manner, with a professional attitude.
**BOARD OF DIRECTORS**

**Kim Alderson** currently works for the University of Florida in the financial aid department. Prior to that she was Interim Director of Finance at FSTM and worked as Director of Finance for another nonprofit for five years. Kim earned a BA in English and a BS in Accounting from the University of Florida. Kim is honored to serve on the Board of Directors at FSTM.

**Suzanne Byam** is a state certified prevention specialist, working with "at risk" teens in the Gainesville area. She has worked in partnership with the following schools and programs: First Step Facility for girls, PACE for girls, Horizon Middle School, Gainesville High School, Hoggetowne Middle School, and Loften High School. She has also worked with Theatres for Social Change in New York and Gainesville. Suzanne was drawn to the Florida School of Traditional Midwifery through her commitments to Loften High School and the PACE program, and is pleased to be making a contribution to women’s health.

**Kim Dalbo, C.C.C.E., C.L.D., I.C.C.E.,** has been teaching and supporting women since 1994. She is the owner of Traditions of Love Childbirth Services, LLC where she provides private childbirth education, sex education, abortion doula services and is a professional speaker on the subjects. She is a national and international certified childbirth educator and labor doula trainer for CAPPA, conducting workshops all over the world. She has been a member of CAPPA since 2000 and is currently the Executive Director of Marketing, as she has a successful background in Marketing and Event Planning. Kym lives in Gainesville, Florida, with her husband Tom their two children, Kaley and Connor, and has been an FSTM Board Member since 2011.

**Rae Davies, C.D. (DONA), I.C.C.E., I.B.C.L.C.**, has been dedicated for over thirty years to preparing women for birth through childbirth education, assisting at births, labor support and providing training programs for doulas, childbirth educators and the public. She has been preserving the sacredness of natural birth since the 1960's. Rae is an endorser of the Mother-Friendly Childbirth Initiative and current executive director of the Coalition for Improving Maternity Services (CIMS), where she represents CIMS on the United States Breastfeeding Committee.

**Lynn Max** has a Masters degree in Family, Youth and Community Sciences with a focus on Nonprofit Management from the University of Florida. She has a Bachelor of Arts degree from Douglass College at Rutgers University in New Jersey with a major in Psychology. Lynn has been a political activist for women’s rights for the last 25 years. She has a great respect for the work of the midwifery school in educating our future midwives.

**Susan Mendes** is the proud parent of two beautiful sons born with the help of the phenomenal midwives from the Birth Center of Gainesville. She graduated cum laude with a BA in Cultural Studies/Critical Theory from the University of Florida’s English Department. She is also a certified Guardian ad Litem volunteer who advocates for children in the State of Florida’s Dependency Court. When she isn’t parenting or bookkeeping for the restaurant she joint owns with her husband and partner, she can be found picking mandolin in her all-women country band, or naturalizing her gardens.

**Susan Nelson, ENP, CPM**, is the Florida Sales Director for a firm specializing in public safety IT systems. Prior to that she held the position of Alachua County, Florida, Communications Bureau Chief and E-911 Coordinator for over ten years, and served as the manager of marketing and programs for an international environmental nonprofit before that. She has a Bachelor’s degree in organizational communication from the University of Colorado and is a Florida State University Certified Public Manager. Susan has three daughters, all born into the hands of midwives, and as a result, has been an advocate of and activist for midwifery, the midwives model of care, and breastfeeding promotion in the North Florida area for almost three decades. She is married and lives in Gainesville.

**Linda Nichols, M.S.,** has a B.S. in Zoology and an M.S. in Medical Physiology from the University of Florida. She recently retired from Santa Fe College after 35 years as an educator in the health sciences. Presently Linda works with the High School Health Academies and middle school kids for Santa Fe’s Perkins Initiatives as well as a private start company in developing virtual education tools for healthcare. She has been a supporter of midwifery education for many years.
Sylvia Paluzzi is the founder and Director of Morning Meadow Preschool and Kindergarten, a Waldorf based early childhood program. She has been working towards the education of young children in an imaginative and respectful manner for twenty years. Sylvia is director of Morning Meadow marionette troupe for 15 years, who have performed marionette shows for children in classrooms, festivals and hospitals settings. Sylvia was also the local president of Friends of the Midwives for ten years, an organization founded on the local level by Ms. Paluzzi and the late founder of FSTM, Jana Borino. Ms. Paluzzi had worked to raise awareness of viable birth options beyond hospital births for families in Gainesville and has been an avid supporter of midwifery for over 25 years. Ms. Paluzzi has 3 sons, 30, 23 and 7, all happy babies born in the loving care of Licensed Midwives.

Heart Phoenix is a social justice, environmental and peace activist who considers one of her greatest contributions to be that of birthing her five beautiful children naturally. Throughout the country, she is an Inspirational Speaker and Facilitator of Personal and Spiritual Growth Workshops and Trainings. She believes that supporting women empowers them before, during and after the birthing process and is an essential element in developing a more healthy and peaceful planet. She feels that midwifery holds the key to that empowerment, not only for the mother-to-be, but for the entire world.

Daniela Shillingten is an FSTM graduate and former licensed midwife. After practicing midwifery for two years, she is pursuing her degree in nursing at Santa Fe College. She is a childbirth educator and an advocate for the midwifery model of care. Daniela was drawn to the Board of Directors because of her commitment to the profession and belief that every community deserves excellent midwives. She is proud to live in Gainesville where women have exceptional choices in midwifery and obstetric care.

ADMINISTRATION

Matthew Audette, Financial Aid Coordinator, is a graduate of Saint Leo University. He holds a Bachelor of Arts Degree in Business Administration and draws on experience in both finance and business management. Matthew was recruited into the FSTM fold by his lovely wife Kerri who is a second year student at the school. He is passionate about helping individuals and making a positive contribution to his community. Matthew also holds an Associate of Arts degree in Music and plays guitar in a local rock band.

Glenn Cameron, Administrative Coordinator, brings thirty years of experience in midwifery and education to FSTM and has worked in various administrative capacities at the school since 1997. She volunteered in a variety of capacities in the development of the midwifery practice act in Florida as well as midwifery related conferences and workshops. She enjoys assisting midwifery students during their “student midwifery journey” and graduation from the program. She has also completed training in Doula, Childbirth Educator, American Aqua Natal Instructor and worked for the past ten years as a Gynecology Teaching Associate for the University of Florida. Glenn is the mother of three children, all born at home and two granddaughters and two grandsons.

Erin Dorman, M.S., CHES, Academic Director, is a Certified Health Education Specialist and holds a Master’s Degree in Health Education from the University of Florida. Erin spent her time at the University researching and teaching classes about women’s health and reproductive health. Now, in addition to being an administrator and teaching several courses at FSTM, she is also pursuing a certification in Childbirth Education through ICEA and hopes to soon be a Birth Yoga Educator. When she’s not being a natural birth advocate, you can usually find her frolicking in her garden with her puppies, Elmer and Rupert, and her fantastic husband, Nick.

Saroj Earl, Librarian, was trained in midwifery at FSTM from 1999 to 2002, during which time she served as the library coordinator and continued to serve in that capacity until 2004. She has an understanding of a student midwife’s library needs and is available part-time to assist students, faculty & staff. In addition to her work at FSTM,
Saroj is a Florida Licensed Massage Therapist, training for a specialty in pregnancy and postpartum; she is a certified yoga instructor; she is also a certified HypnoBirthing practitioner; and a postpartum Ayurvedic doula.

Angie Fennell, Administrative Assistant, has been working with the Florida School of Traditional Midwifery since May, 2012, and will graduate the FSTM midwifery program in the Summer of 2013. Angie has dreamed of being a midwife since her first experience with a midwife at the age of 19. She received midwifery care for all three of her babies. She has a dream of furthering the availability of midwives in Florida with her own birth practice, providing women-centered care that empowers her clients with knowledge and understanding of the normal process of pregnancy and birth.

Abby Reichardt, B.S., Academic Advisor, is a graduate of the University of Florida. She holds a Bachelor’s of Science in Family, Youth, and Community Sciences. Abby was also a student at the Florida School of Traditional Midwifery, and is an advocate for midwives, doulas, families, and the community. In lieu of working at FSTM, she also provides childcare and doula services in the Alachua County area. When she is not working or volunteering, she spends her time exploring nature, or playing with friends, family, and her beloved pets.

Eli Santana, M.B.A, Finance Director, is a graduate of St. John’s University. He holds a Master of Business Administration with a major in Accounting. Eli’s vast professional experience in over 10 countries includes positions such as controller, audit manager and internal auditor with Fortune 500 and smaller companies, including public accounting firms. His passion is to serve people exercising his highest degree of competency, integrity and kindness.

Denise Taylor, R.N., Executive Director, is a passionate advocate for mothers, babies and those who cannot advocate for themselves. She is a Registered Nurse, whose nursing career includes Labor & Delivery, Emergency Nursing, Nursing Administration and teaching. She is the mother of two beautiful daughters, and was blessed to be present for the birth of her three handsome grandsons. She is currently enjoying her duties as Executive Director at FSTM, while also teaching and providing doula services in the Gainesville area.

Stacey Walden, L.M., Clinical Director, has worked as an instructor at FSTM for five years. She began her midwifery training at FSTM in 1995 and graduated from Sage Femme Midwifery School in California in 1998. She has worked as a licensed midwife in California, Alaska, and Florida in both homebirth and birth center practices. Stacey’s enthusiasm and dedication to midwifery motivate her to educate future midwives for the continuation of midwifery in Florida.

The Administrative Office is open from Monday through Friday, 9:00 am to 5:00 pm, with the exception of holidays and vacations as listed in the Academic Calendar.
MATTIE BERRY, L.M., R.N.
Mattie is a graduate of the Florida School of Traditional Midwifery, and also holds Bachelor’s degrees in Medical Anthropology, Health Sciences, and Nursing from the University of Florida. She has birth experience in hospitals, birth centers, and homebirth settings, and she volunteered for several months in Central America. Mattie is working as an R.N. in Labor and Delivery in Virginia and is pursuing her CRM at Frontier Nursing Service.

ERIN DORMAN, M.S., CHES, ACADEMIC DIRECTOR
Erin a Certified Health Education Specialist and holds a Master’s Degree in Health Education from the University of Florida. Erin spent her time at the University researching and teaching courses about women’s health and reproductive health. Now, in addition to being an administrator and teaching several courses at FSTM, she is also pursuing a certification in Childbirth Education through ICEA and hopes to soon be a Birth Yoga Educator. When she’s not being a natural birth advocate, you can usually find her frolicking in her garden with her puppies, Elmer and Rupert, and her fantastic husband, Nick.

KAITLIN EARLEY, M.M., L.M., BSN
Kaitlin is a graduate of the Florida School of Traditional Midwifery and also holds a Master’s Degree in Music from the University of Hartford. She has worked in the Administrative offices at FSTM since 2004 as an Assistant, then as the Academic Coordinator. She has a variety of teaching experiences in music, Bibliography and Childbirth Education, and her familiarity with both Academia and Midwifery have well prepared her for work at FSTM.

THERESA FINKBEINER, B.S., L.M.T.
Theresa received her Master Herbalists degree from Dr. Christopher’s School of Natural Healing in 1984. She also holds a Bachelor’s of Arts in Psychology from Ramapo College and a diploma in Massage Therapy from the Florida School of Massage. She owns and operates Coyote Moon Herb Company, offering aromatherapy massage oils, herb tinctures made with the lunar cycle, first aid salves, birthing needs, dream pillows and herb teas. Theresa currently teaches at Fortis Institute in Pensacola, Florida, and has been teaching herbal medicine, leading herb walks and giving herbal consultations for the past 20+ years.

TERESA GLASER, R.N., L.M., I.B.C.L.C
Teresa has been a licensed midwife in the state of Florida since 1984. She completed her midwifery education at The Maternity Center Midwifery Training Program in El Paso, Texas. She holds a bachelor’s degree in nursing from University of Phoenix and has a long-standing involvement with maternal-infant care as a Registered Nurse. Currently, Teresa is the Lactation Coordinator at Shands Hospital at the University of Florida where she works with breastfeeding mothers and babies in the NICU, Labor & Delivery and Mother-Baby Units. She is also in private practice as an international board-certified lactation consultant.

SERENA KOW, R.N., I.B.C.L.C
Serena completed her Pre-Nursing at Louisiana State University from 1991-1992, and received her Bachelors of Science in Nursing at Columbia State Community College, Columbia, TN in 1995. Serena has worked since 1995 in Women’s Health, including as an OB flight nurse and in the NICU. She has enjoyed working as both a high risk L&D and Neonatal R.N. and a low risk, mother-baby center birth center R.N., while supporting women’s birth choices and promoting patient and baby friendly practices throughout her career. She is an Internationally Certified Lactation Consultant, and current chair of the North Central Florida Breastfeeding Coalition.

TAYLOR LOCKER, M.S.
Taylor is a doctoral candidate in Counseling Psychology at the University of Florida. She has completed extensive coursework in psychology and women’s studies during her graduate and undergraduate education at the University of Florida and Purdue University. In addition to teaching psychology and women’s studies courses at the University of Florida, she has served as a practicum counselor at the University of Florida Counseling and Wellness Center and the Alachua County Victim Services and Rape Crisis Center. Taylor is passionate about teaching and mentoring and is very excited to be teaching the Psychology for Midwives course at FSTM.
MIRIAM PEARSON-MARTINEZ, L.M.
Miriam has been licensed by the state of Florida since 2003, and has also received national certification as a professional midwife. Miriam is a graduate of the only publicly accredited college program offering a degree in direct entry midwifery, Miami Dade College. She has trained with numerous respected midwives. Additionally, she has attended birthing mothers at a busy clinic in Honduras and worked in an emergency room in Ecuador. Miriam has also been certified as a doula (labor coach) and childbirth educator specializing in hypnosis for labor and birth. Her proudest professional accomplishment was working successfully in 2006 to restructure the Florida Laws and Rules, giving more women the opportunity to choose a normal birth after cesarean. She considers herself lucky to be the mom of four wonderful and talented children. Miriam is fluent in English, Spanish, and Sign Language.

DAVE PEREZ
Dave received a Bachelor’s degree from the University of Florida, and a Master’s degree in Mental Health Counseling from Nova Southeastern University. He received post-graduate training in family therapy at the Gainesville Family Institute and earned advanced certification in Rational Emotive Behavior Therapy from the Albert Ellis Institute in New York. He had been the director of two residential treatment programs and is currently in private practice. He believes in using direct communication to rapidly develop deep, trusting, and powerful relationships.

KRISTEN PHILLIPS, L.M., C.P.M.
Kristen is a graduate of the Florida School of Traditional Midwifery in the Fall of 2010. She has worked in the Administrative offices at FSTM since 2010. She is a midwife at the Birth & Wellness Center of Gainesville. She is married and has four amazing children all born into the hands of midwives. Kristen is dedicated to furthering midwifery and passing on to the next generation of midwives the traditional values and experiences that she has acquired throughout her journey.

KARIN PUGH, L.M., C.P.M.
Karin is a midwife and a graduate of the Florida School of Traditional Midwifery. She currently owns and operates a homebirth practice in Gainesville, FL and is one of the staff midwives at Tri-County Family Health Center in Williston, Florida. She is also the Executive Director of Toni’s Place, a non-profit organization to help pregnant teens. She received her BA degree in Theatre Design from CUNY at Hunter College in New York. Karin is the mother of three grown children and lives with her husband David in Gainesville. Her dream is to help every woman have a choice in the birth place of her child.

SADIE B. SANDERS, PH.D.
Sadie is a senior lecturer in the Department of Health Education and Behavior at the University of Florida. A graduate of HHIP, Sadie received her doctorate degree in health behavior with a minor in medical sociology from University of Florida. In addition to her teaching responsibilities, Dr. Sanders also serves as an addictions therapist and substance abuse specialist, as well as an HIV/AIDS awareness and education trainer for Meridian Behavioral Healthcare, Inc. She also provides her expertise in the health research area as a focus group moderator and report writer. Dr. Sanders also dedicates her time to the community through her positions on the board of directors for the Black AIDS Services and Education. She is also the secretary for the state of Florida’s Reducing Racial and Ethnic Health Disparity Advisory Committee, appointed by the Florida Secretary of Health. She is currently teaching HIV/AIDS to our students at FSTM.

LORI SCOTT, R.N., B.S.N., M.D.
Lori received her Bachelor's in Nursing from Southern Adventist University, and her MD from the University of South Carolina. She has experience in teaching Anatomy and Physiology and Human Nutrition at Lake City Community College and Santa Fe Community College in the Nursing and Allied Health programs, and has worked in nursing in various hospitals throughout the south. Lori has one child, a son.
LAYLAM SWISHER, L.M.,
Layla has been a midwife since 2004, and is a graduate of the Florida School of Traditional Midwifery. She is a clinical preceptor and an instructor for FSTM. Layla is a mother of two boys, the first was a c-section for a knee presentation, and the second one was a VBAC (vaginal birth after cesarean). She is a partner with her mother, Alice Sampere, L.M., at The Birth Cottage in Tallahassee, Florida. She loves that she is delivering babies to babies her mother delivered.

STACEY WALDEN, L.M., C.P.M.
Stacey is the Clinical Director and a graduate of the Florida School of Traditional Midwifery. She started her midwifery training as a student of FSTM in 1995 and graduated from Sage Femmes Midwifery School in California before moving back to Florida to complete her training and obtain a FL Midwifery License. She has worked as a licensed midwife in California, Alaska, and Florida. She has worked at FSTM for nine years, as an instructor, the Academic Director, and presently the Clinical Director since Spring of 2008. Stacey is a loving mom to her three year old daughter, who was born at home, in the water with midwives. Her enthusiasm and dedication to midwifery motivates Stacey to educate future midwives for the continuation of midwifery in Florida.

JACQUELINE WOODARD, A.R.N.P.
Jackie received her Associate’s and Bachelor’s degrees from East Tennessee State University and her Master’s Degree from Bellvue University. She is a Certified Nurse Practitioner with a specialty in Women’s Health. She retired from The University of Floridath, College of Medicine in 2009, and has been an instructor at FSTM since 2010.

JEFFREY WEISBERG
Jeffrey is an experienced Mediator, trained in Conflict Resolution and Non-Violent Communication by Marshal Rosenberg. He serves as a volunteer in the Florida Court system working with juveniles and adults. Jeffrey has been leading personal growth programs for over 15 years; is a Facilitator of Men’s Work, Gender Healing Workshops; and is an Inspirational Breath Facilitator & Trainer. He is a founding member and serves on the Board of Directors of Peace Partnership International whose mission is forging partnerships with and among government, civil society and business, to catalyze the transformation from a culture of violence to a culture of peace throughout the world.

OWNERSHIP
The Florida School of Traditional Midwifery, Inc. is a Not For Profit Corporation 501(c)3 formed under the laws of the State of Florida.
OUR MISSION
The mission of the Florida School of Traditional Midwifery is to offer the finest in Direct-Entry Midwifery Education in an environment that encourages students to reach their full potential. We believe that it is our responsibility to promote awareness of and access to Midwifery services. Our graduates are community builders who use midwifery as their tool.

OUR VISION
We believe that every woman should have access to the maternity care provider of her choice and the information necessary to make informed decisions.

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