



## HEALTHCARE CERTIFIED TRAINING STANDARDS

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### ACUPUNCTURE CERTIFIED TRAINING PROGRAM



**MINISTRY OF HEALTH**  
**GENERAL DIRECTORATE OF HEALTH SERVICES**  
**Department of Training and Certification Services**

Sağlık Bakanlığı Bilkent Yerleşkesi  
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*This Standard is prepared by the relevant science committee on certified training as per the Regulation on Certified Training of the Ministry of Health.*

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# STANDARDS FOR ACUPUNCTURE CERTIFIED TRAINING PROGRAM

## 1. NAME OF TRAINING

Acupuncture Certified Training Program

## 2. AIM OF TRAINING

The acupuncture certified training program aims at training and authorizing physicians and dentists who will practice acupuncture for human health in the health system when necessary.

## 3. LEGAL BASIS FOR TRAINING

The following legislation is taken as a basis for the implementation of this training program.

1. Article 355 of the Presidential Decree on the Organization of the Presidency no.1 published in the Official Gazette dated 10/07/2018 and numbered 30474

2. Ministry of Health certified Training Regulation published in the Official Gazette dated 04.02.2014 and numbered 28903.

“Regulation on Traditional and Complementary Medicine Practices” published in the Official Gazette dated October 27, 2014 and numbered 29158.

## 4. DEFINITIONS

**Acupuncture:** It is a practice performed by stimulating specific points on the body using stimulation methods such as needles, laser light, electrical stimulation (electroacupuncture), cups, ear seeds, needles or magnetic pellets, thermal stimulation (moxa etc.), frequency, and acupressure.

**Distance Learning:** It is a way of learning in which students are separated by time and physical location from instructors and both the transfer of course contents and the interaction are ensured using information and communication technologies.

**Asynchronous Learning:** It is a way of learning-training which occurs asynchronously at different times and locations.

**Synchronous Learning:** It is a way of learning-training which occurs synchronously.

**Technical Staff:** She/he performs technical and administrative works during the planning and implementation of distance learning program.

**Practice Center:** It is a center which is established within the body of health application and research center of the faculties of dentistry or the faculties of medicine and training and research hospitals to perform the practices specified in the relevant Regulation under the responsibility of a physician and/or a dentist who holds a certificate on the relevant field and which can provide training if authorized by the Ministry and if training authorization certificate, a sample of which is provided in Annex - 5, is issued,

**Unit:** It is a unit which is established within the body of health institutions owned by public and private law legal and natural persons to perform the practices specified in the relevant Regulation under the responsibility of a physician and/or a dentist who holds a certificate on the relevant field.

**Foreign Trainee:** Those are the people who completed the faculty of dentistry or the faculty of medicine abroad and who are not Turkish nationals.

## 5. PROCEDURES AND PRINCIPLES TO IMPLEMENT THIS TRAINING PROGRAM

The training program shall be implemented based on the procedures and principles listed below.

1. The training program shall be carried out both in theory and in practice. The theoretical part of the training may be taught as formal or non-formal distance learning courses.
2. A maximum of 60% of the theoretical training can be provided in distance learning courses by the training centers which have adequate technical infrastructure. The distance learning sessions should bear a reporting infrastructure.
3. During distance learning sessions, the participants should be in sync with the infrastructure provided by the server and at most 40% of the theoretical part of the training should be in sync and online and interactive applications accessible. Within the scope of live courses, interactive live courses can be held at specific hours in a specific hall. The reports on the participation in the distance learning are submitted to the Ministry along with the reports of examination results in print or via electronic environment.
4. The participants need to undertake and follow up the treatment of at least 7 (seven) cases during the training. Observation -therapy report is prepared for each case and submitted to the Ministry along with the examination reports.
5. The participants shall complete their practical training by performing bed-side practices individually or in small groups in acupuncture outpatient clinics/centers authorized to provide training following "**observing**", "**doing under supervision**" and "**doing independently**" **stages** respectively.
6. The contents of the courses shall be designated in the beginning of the training program; the participants shall be given references or provided with lecture notes.
7. Theoretical and practical courses shall last for 8 (eight) hours a day at most. The period of a course shall be 40 (forty) minutes.
8. A maximum of 30 (thirty) participants can be accepted for the training in one training period/term except for 1 (one) participant who will be assigned by the Ministry.
9. The participant to be assigned by the Ministry will be a Physician or a Dentist who does not have any Public Service Liability and whose training in this program is of importance for his/her services in the institution she/he works. This participant will not pay any training fee.
10. On the condition that they fulfill the requirements specified in the paragraph 9, the personnel who work in the public health facilities and are requested by the Ministry for assignment, apply to the Office of Chief Physician. If deemed appropriate by the Office of Chief Physician, the application is sent to the Ministry for evaluation. As a result of the evaluation made by the Ministry, the personnel whose assignment has been deemed appropriate do not pay the training fee. If there is no acupuncture unit / practice center in the hospital where the personnel in question work, the office of chief physician makes a request for opening a unit / practice center within 3 (three) months following the registration of the personnel's certificate. Those, whose assignments have been deemed appropriate, are obligated to provide services relevant to the practice of acupuncture in public health centers for 2 (two) years. The personnel assigned by the Ministry have to participate in informative symposia / meetings at least once in a year or make presentation / announcement in a national / international congress or symposium in the field of acupuncture or make 2 (two) scientific publications.
11. Uninterrupted attendance is essential to the theoretical and practical parts of the training sessions, which are provided face to face, and it is compulsory to attend practical training. The participants who cannot attend 10% of the practical training at most due to a legal excuse shall not be allowed to take the certification exam unless they complete the hours they miss. A maximum of 10% absence due to a legal excuse is acceptable for the theoretical training.
12. The following teaching and learning strategies, methods and techniques shall be applied in the training program:
  - a. Verbal lecture method
  - b. Video-based teaching method
  - c. Small group discussion
  - d. Demonstrative teaching
  - e. Question & answer method
  - f. Simulation method
  - g. Clinical practice
13. Certified training programs should be prepared separately for physicians and dentists.

## 6. PARTICIPANTS AND THEIR QUALIFICATIONS

Physicians or dentists that want to practice acupuncture in their fields and trainees of foreign nationality.

## 7. TRAINING CURRICULUM

### 7.1. Subjects in Training Courses

The subjects to be included in the training courses are stated below as theoretical and practical training:

**Table-1: Content of Acupuncture Certified Training Program for Physicians and Time Allocated for this Content**

SUBJECTS	LEARNING OBJECTIVES	TIME/ HOURS
<b>MODULE 1</b>		
<b>General Approach to Acupuncture</b>		<b>34</b>
Anatomy (Topographic)	1. Defines acupuncture 2. Explains briefly the topographic anatomy of acupuncture 3. Becomes equipped with topographic anatomy that enables finding Acupuncture Points.	2
History of Acupuncture	1. Explains briefly the history of acupuncture 2. Provides information about the development processes of acupuncture.	3
Yin and Yang	1. Defines Ying and Yang theory. 2. Explains briefly Ying and Yang concept.	5
Five Element Theory	1. Defines 5 element theory. 2. Explains 5 elements. 3. Provides short explanatory information on 5 element theory. 4. Learns 5 element points. 5. Learns sedation and tonification points 6. Defines Yuan Point.	5
Concept of Qi	1. Defines Qi concept. 2. Explains Qi concept. 3. Provides short explanatory information on Qi concept.	5
Concept of Meridian	1. Defines meridian concept. 2. Specifies the meridians in acupuncture. 3. Provides short explanatory information on meridian concept.	5
Zang-Fu Physiology (functions of organs and relationship between these organs according to acupuncture philosophy)	1. Defines Zang fu concept. 2. Explains the functions of organs based on acupuncture philosophy. 3. Explains the interrelation among the organs based on acupuncture philosophy.	5
Patient rights and ethics	1. Describes patient rights and ethics.	2
Traditional and Complementary Medicine Legislation	1. Explains the rights and responsibilities encumbered by the legislation governing the field.	2
<b>Qi, Blood and Body Fluids, Meridians</b>		<b>8</b>
Relationship between Blood, Body Fluids and Qi	1. Explains the relation among the blood, body fluids and Qi	4
Relationship between Zang-Fu Organs and Qi	1. Defines Zang fu organs. 2. Explains the relation between Zang fu organs and Qi.	4
<b>MODULE 1 TOTAL COURSE HOURS</b>		<b>42</b>
<b>MODULE 2</b>		
<b>Meridians and Collaterals</b>		<b>61</b>
12 main meridians and 2 extraordinary meridians (Yang and Ying Meridians; Lung Meridian (Hand-Taiyin); Large Intestine Meridian (Hand Yangming);	1. Defines main meridian concept 2. Defines two extraordinary meridians concept 3. Provides short explanations about the meridians. 4. Lists every single meridian.	30

Stomach Meridian (Foot Yang ming); Spleen (Foot Taiyin); Heart Meridian (Hand Shaoyin)	5. Shows the points of every single meridian.	
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**Table 1 - continued**

<b>SUBJECTS</b>	<b>LEARNING OBJECTIVES</b>	<b>TIME/HOURS</b>
Distributions and key points of the meridians as well as end points and the channel followed by collaterals	1. Explains the start points of the meridians and collaterals. 2. Explains the end points of the meridians and collaterals. 3. Explains and shows the channel followed by meridians and collaterals.	2
Location of primary and extraordinary acupuncture points	1. Shows and explains the primary acupuncture points. 2. Shows and explains the extraordinary acupuncture points.	1
Methods for locating acupuncture points	1. Explains the methods for locating the acupuncture points. 2. Shows the methods for locating the points. 3. Explains the situations where Specific Points are Active	8
Indicating characteristics (if any) of a point and symptoms it is most efficient with when indicating each point	1. Specifies the characteristics of the points, if any. 2. Explains the symptoms, in case of which the specified points are the most effective.	10
Description of specific points and their characteristics	1. Defines the specific points. 2. Describes the characteristics of the specific points.	10
<b>Diagnostic Methods</b>		<b>6</b>
Medical History-Taking	1. Explains the appropriate medical history taking method.	1
Inspection (tongue examination)	1. Defines inspection concept. 2. Explains briefly how to conduct tongue examination.	2
Pulse examination	1. Defines pulse examination concept. 2. Defines sniffing concept. 3. Provides explanatory information on how to conduct pulse examination.	1
Palpation (pulse examination)	1. Defines pulse examination. 2. Explains how to conduct pulse examination.	2
<b>Etiology</b>		<b>2</b>
6 External factors (Cold, hot, summer heat, wind, moisture, dryness). Internal and External Factors	1. Defines 6 external factors 2. Specifies 6 external factors. 3. Explains 6 external factors. 4. Explains Internal Factors.	1
7 Internal Factors	1. Defines 7 internal factors. 2. Specifies 7 internal factors. 3. Explains 7 internal factors.	1
<b>MODULE 2 TOTAL COURSE HOURS</b>		<b>69</b>
<b>MODULE 3</b>		
<b>Syndromes</b>		<b>50</b>
Syndrome Differentiation Based on 8 Principles	1. Defines the syndromes based on 8 principles 2. Explains the syndromes based on 8 principles. 3. Gives examples of the syndromes based on 8 principles	12
Syndrome Differentiation Based on Qi and Blood	1. Explains the differentiation of the syndromes based on Qi and Blood. 2. Gives examples of syndrome differentiation based on Qi and Blood.	13
Syndrome Differentiation Based on Zang-Fu Organs	1. Explains the differentiation of the syndromes based on Zang fu organs. 2. Gives examples of syndrome differentiation based on Zang fu organs.	12
Syndrome Differentiation Based on Meridians and Collaterals	1. Explains the differentiation of the syndromes based on meridians and collaterals. 2. Gives examples of syndrome differentiation based on meridians and collaterals.	13
<b>Acupuncture Treatment Methods, Point Selection</b>		<b>30</b>



**Table 1 - continued**

<b>SUBJECTS</b>	<b>LEARNING OBJECTIVES</b>	<b>TIME/ HOURS</b>
Basic principles of point selection Point selection based on pulse examination findings Point selection based on five elements Point selection based on syndromes	1. Explains the significance of point selection in acupuncture. 2. Specifies the basic principles of point selection.	16
Point combination methods	1. Specifies the point combination methods. 2. Specifies the point combination methods.	6
Selection and application of specific acupuncture points	1. Explains the selection of specific acupuncture points. 2. Explains the application of specific acupuncture points	8
<b>Acupuncture Treatment Contraindications, Indications and Complications</b>		<b>5</b>
<b>Western-Medicine Approach to Acupuncture</b>		<b>5</b>
Effect mechanisms and scientific foundation of acupuncture	1. Explains the effect mechanisms of acupuncture. 2. Provides information about the scientific foundation of acupuncture.	3
Neurophysiological approach to acupuncture	1. Explains neurophysiological foundation of acupuncture. 2. Provides information about the neurophysiological approach to acupuncture.	2
<b>MODULE 3 TOTAL COURSE HOURS</b>		<b>90</b>
<b>MODULE 4</b>		
<b>Acupuncture Treatment in Some Frequent Diseases</b>		<b>40</b>
Diseases with Pain Syndrome, Myalgia	1. Determines appropriate acupuncture points in diseases with pain syndrome and myalgia. 2. Explains how to practice appropriate acupuncture treatment	2
Locomotor System Diseases	1. Determines appropriate acupuncture points in locomotor system diseases. 2. Explains how to practice appropriate acupuncture treatment	3
Treatment in Oncologic Patients	1. Determines appropriate acupuncture points in oncologic patients. 2. Explains how to practice appropriate acupuncture treatment	2
Myofascial Diseases	1. Determines appropriate acupuncture points in myofascial diseases 2. Explains how to practice appropriate acupuncture treatment	2
Temporomandibular Joint and Masticatory Muscles, Trigeminal Neuralgia	1. Determines appropriate acupuncture points in temporomandibular joint and masticatory muscles, trigeminal neuralgia. 2. Explains how to practice appropriate acupuncture treatment	2
Gynaecological Diseases	1. Determines appropriate acupuncture points in gynaecological diseases. 2. Explains how to practice appropriate acupuncture treatment	2
Anaesthesia and Acupuncture Practices	1. Determines appropriate acupuncture points in anaesthesia practices. 2. Explains how to practice appropriate acupuncture treatment	2
Functional Digestive System Diseases	1. Determines appropriate acupuncture points in functional digestive system diseases. 2. Explains how to practice appropriate acupuncture treatment	2
Cardiovascular System Diseases	1. Determines appropriate acupuncture points in cardiovascular system diseases. 2. Explains how to practice appropriate acupuncture treatment	2
Nervous System Diseases	1. Determines appropriate acupuncture points in nervous system diseases. 2. Explains how to practice appropriate acupuncture treatment	2
Hormonal Disorders	1. Determines appropriate acupuncture points in hormonal disorders. 2. Explains how to practice appropriate acupuncture treatment	2
Urogenital Diseases	1. Determines appropriate acupuncture points in urogenital disorders.	2



	2. Explains how to practice appropriate acupuncture treatment	
Psychosomatic Disorders	1. Determines appropriate acupuncture points in psychosomatic disorders. 2. Explains how to practice appropriate acupuncture treatment	2
Dermatologic Disorders	1. Determines appropriate acupuncture points in dermatologic disorders. 2. Explains how to practice appropriate acupuncture treatment	2

**Table 1 - continued**

<b>SUBJECTS</b>	<b>LEARNING OBJECTIVES</b>	<b>TIME/HOURS</b>
Allergic Diseases	1. Determines appropriate acupuncture points in allergic diseases. 2. Explains how to practice appropriate acupuncture treatment	2
Pediatric Diseases and Acupressure Application	1. Determines appropriate acupuncture points in pediatric diseases. 2. Explains how to practice appropriate acupuncture treatment 4. Explains how to conduct acupressure in these cases.	3
Immune System Disorders	1. Determines appropriate acupuncture points in immune system disorders. 2. Explains how to practice appropriate acupuncture treatment	2
Headaches	1. Determines appropriate acupuncture points in headaches. 2. Explains how to practice appropriate acupuncture treatment	2
Cosmetic Acupuncture	1. Explains cosmetic acupuncture concept. 2. Determines appropriate acupuncture points in cosmetic acupuncture. 3. Explains how to practice appropriate acupuncture treatment	2
<b>MODULE 4 TOTAL COURSE HOURS</b>		<b>40</b>
<b>MODULE 5</b>		
<b>Practical Application</b>		<b>192</b>
It includes practical applications on patients; it is required for each trainee to follow up at least 7 cases and keep their record.	1. Examines the patient file. 2. Measures the patient's blood pressure while sitting. 2. Takes medical history from the patient. 3. Examines the patient. 4. Explains the treatment to be administered to the patient. 5. Explains the properties and the depth of entry of needles. Explains the needling procedure 6. Specifies the points the acupuncture needle will not be inserted 7. Inserts the acupuncture needles. 8. Explains the treatment administered. 9. Administers the treatment in accordance with sterilization guidelines 10. Writes down the treatment procedures conducted on the case form.	180
Acupuncture techniques (methods to stimulate acupuncture points such as moxibustion, cupping, electro-stimulation, and using some other tools, laser and massage)	1. Specifies what acupuncture techniques are. 2. Explains what different acupuncture techniques are. 3. Provides brief information on stimulation methods of acupuncture points.	6
Acupuncture point needling and manual manipulation methods (acupressure procedure)	1. Explains the acupuncture point needling techniques. 2. Explains the stimulation of acupuncture points with acupressure procedure.	6
<b>MODULE 5 TOTAL COURSE HOURS</b>		<b>192</b>
<b>MODULE 6</b>		
<b>Auricular Acupuncture</b>		<b>80</b>
History and Overview of Auricular Acupuncture	1. Defines auricular acupuncture concept. 2. Provides general information about auricular acupuncture. 3. Provides a brief history of auricular acupuncture.	3
Theoretical foundation of auricular acupuncture	1. Specifies the theoretical foundation of auricular acupuncture. 2. Explains the theoretical foundation of auricular acupuncture.	7
Ear Anatomy	1. Briefly explains the ear anatomy. 2. Provides information about ear anatomy.	3
Auricular Zones	1. Defines auricular zones.	6

	2. Specifies auricular zones. 3. Explains auricular zones.	
Mapping of auricular somatotopic points	1. Explains the auricular somatotopic points 2. Shows the somatotopic points on a model. 3. Shows the somatotopic points on a human being.	6

**Table 1 - continued**

<b>SUBJECTS</b>	<b>LEARNING OBJECTIVES</b>	<b>TIME/ HOURS</b>
Reflection of Musculoskeletal System in Ear	1. Explains the reflection of musculoskeletal system in ear 2. Gives examples of the reflection of musculoskeletal system in ear.	7
Reflection of Internal Organs in Ear	1. Explains the reflection of internal organs in ear. 2. Gives examples of the reflection of internal organs in ear.	7
Reflection of Endocrine Hormone in Ear	1. Explains the reflection of endocrine hormone in ear 2. Gives examples of the reflection of endocrine hormone in ear	6
Reflection of Nervous System in Ear	1. Explains the reflection of nervous system in ear. 2. Gives examples of the reflection of nervous system in ear.	6
Reflection of Chinese-German-French Functional Points in Ear	1. Explains the reflection of Chinese-German-French functional points in ear 2. Gives examples of the reflection of Chinese-German-French functional points in ear.	6
Nogier's Phases in Auricular Acupuncture Treatment	1. Defines Nogier's phases in auricular acupuncture treatment 2. Explains Nogier's phases.	6
Guidelines on Diagnosis-in-Ear Procedure, Ear Detection	1. Explains diagnosis-in-ear procedures. 2. Provides information on diagnosis-in-ear procedures	7
Auriculotherapy Techniques	1. Defines auriculotherapy techniques. 2. Explains these techniques. 3. Provides information on these techniques.	10
<b>MODULE 6 TOTAL COURSE HOURS</b>		<b>80</b>
<b>MODULE 7</b>		
<b>Practical application of auricular acupuncture</b>	1. Examines the patient file. 2. Takes medical history from the patient. 3. Examines the patient. 4. Explains the treatment to be administered to the patient. 5. Determines and shows acupuncture points. 6. Administers the treatment. 7. Explains the treatment administered. 8. Writes down the treatment procedures conducted on the case form.	20
<b>MODULE 7 TOTAL COURSE HOURS</b>		<b>20</b>
<b>MODULE 8</b>		
<b>Basic and Advanced Life Support Training</b>	1. Explains the basic and advanced life support.	2
<b>MODULE 8 TOTAL COURSE HOURS</b>		<b>2</b>
<b>GRAND TOTAL</b>		<b>535</b>

**Table-2: Content of Acupuncture Certified Training Program for Dentists and Time Allocated for this Content**

SUBJECTS	LEARNING OBJECTIVES	TIME/HOURS
<b>MODULE 1</b>		
<b>General Approach to Acupuncture</b>		<b>34</b>
Anatomy (Topographic)	1. Defines acupuncture 2. Explains briefly the topographic anatomy of acupuncture	2
History of Acupuncture	1. Explains briefly the history of acupuncture 2. Provides information about the development processes of acupuncture.	3
Yin and Yang	1. Defines Ying and Yang theory. 2. Explains briefly Ying and Yang concept.	5
Five Element Theory	1. Defines 5 element theory. 2. Explains 5 elements. 3. Provides short explanatory information on 5 element theory	5
Concept of Qi	1. Defines Qi concept. 2. Explains Qi concept. 3. Provides short explanatory information on Qi concept.	5
Concept of Meridian	1. Defines meridian concept. 2. Specifies the meridians in acupuncture. 3. Provides short explanatory information on meridian concept.	5
Zang-Fu Physiology (functions of organs and relationship between these organs according to acupuncture philosophy)	1. Defines Zang fu concept. 2. Explains the functions of organs based on acupuncture philosophy. 3. Explains the interrelation among the organs based on acupuncture philosophy.	5
Patient rights and ethics	Describes patient rights and ethics.	2
Traditional and Complementary Medicine Legislation	Explains the rights and responsibilities encumbered by the legislation governing the field.	2
<b>Qi, Blood and Body Fluids, Meridians</b>		<b>8</b>
Relationship between Blood, Body Fluids and Qi	1. Explains the relation among the blood, body fluids and Qi.	4
Relationship between Zang-Fu Organs and Qi	1. Defines Zang fu organs. 2. Explains the relation between Zang fu organs and Qi.	4
<b>MODULE 1 TOTAL COURSE HOURS</b>		<b>42</b>
<b>MODULE 2</b>		
<b>Meridians and Collaterals</b>		<b>50</b>
12 Primary Meridians and 2 Extraordinary Meridians	1. Defines main meridian concept 2. Defines two extraordinary meridians concept 3. Provides short explanations about the meridians.	6
Start-End points of and channels followed by meridians and collaterals	1. Explains the start points of the meridians and collaterals. 2. Explains the end points of the meridians and collaterals. 3. Explains and shows the channel followed by meridians and collaterals.	8
Location of primary and extraordinary acupuncture points	1. Shows and explains the primary acupuncture points. 2. Shows and explains the extraordinary acupuncture points.	8
Methods for locating acupuncture points	1. Explains the methods for locating the acupuncture points. 2. Shows the methods for locating the points.	8
Indicating characteristics (if any) of a point and symptoms it is most efficient with when indicating each point	1. Specifies the characteristics of the points, if any. 2. Explains the symptoms, in case of which the specified points are the most effective.	10
Description of specific points and their characteristics	1. Defines the specific points. 2. Describes the characteristics of the specific points.	10
<b>Diagnostic Methods</b>		<b>5</b>
Medical History-Taking	1. Explains the appropriate medical history taking method.	1

Table 2 - continued

SUBJECTS	LEARNING OBJECTIVES	TIME/HOURS
Tongue examination	1. Defines tongue examination concept. 2. Explains briefly how to conduct tongue examination.	3
Palpation (pulse examination)	1. Defines pulse examination. 2. Explains how to conduct pulse examination.	1
<b>Etiology</b>		<b>2</b>
6 External Factors	1. Defines 6 external factors 2. Specifies 6 external factors. 3. Explains 6 external factors.	1
7 Internal Factors	1. Defines 7 internal factors. 2. Specifies 7 internal factors. 3. Explains 7 internal factors.	1
<b>MODULE 2 TOTAL COURSE HOURS</b>		<b>57</b>
<b>MODULE 3</b>		
<b>Syndromes</b>		<b>50</b>
Syndrome Differentiation Based on 8 Principles	1. Defines the syndromes based on 8 principles 2. Explains the syndromes based on 8 principles. 3. Gives examples of the syndromes based on 8 principles	12
Syndrome Differentiation Based on Qi and Blood	1. Explains the differentiation of the syndromes based on Qi and Blood. 2. Gives examples of syndrome differentiation based on Qi and Blood.	13
Syndrome Differentiation Based on Zang-Fu Organs	1. Explains the differentiation of the syndromes based on Zang fu organs. 2. Gives examples of syndrome differentiation based on Zang fu organs.	12
Syndrome Differentiation Based on Meridians and Collaterals	1. Explains the differentiation of the syndromes based on meridians and collaterals. 2. Gives examples of syndrome differentiation based on meridians and collaterals.	13
<b>Acupuncture Treatment Methods, Point Selection</b>		<b>20</b>
Basic principles of point selection	1. Explains the significance of point selection in acupuncture. 2. Specifies the basic principles of point selection.	6
Point combination methods	1. Specifies the point combination methods. 2. Specifies the point combination methods.	6
Selection and application of specific acupuncture points	1. Explains the selection of specific acupuncture points. 2. Explains the application of specific acupuncture points	8
<b>Acupuncture Treatment Contraindications, Indications and Complications</b>		<b>5</b>
<b>Western-Medicine Approach to Acupuncture</b>		<b>5</b>
Effect mechanisms and scientific foundation of acupuncture	1. Explains the effect mechanisms of acupuncture. 2. Provides information about the scientific foundation of acupuncture.	3
Neurophysiological approach to acupuncture	1. Explains neurophysiological foundation of acupuncture. 2. Provides information about the neurophysiological approach to acupuncture.	2
<b>MODULE 3 TOTAL COURSE HOURS</b>		<b>80</b>
<b>MODULE 4</b>		
<b>Area-of-Use of Acupuncture Treatment in Dentistry</b>		<b>40</b>
Temporomandibular disorders (inflammatory and non-inflammatory diseases)	1. Determines appropriate acupuncture points in temporomandibular diseases. 2. Explains how to practice appropriate acupuncture treatment	5
Orofacial Pain (Trigeminal Neuralgia, Dental Pain)	1. Determines appropriate acupuncture points in treatment of orofacial pain. 2. Explains how to practice appropriate acupuncture treatment	5

**Table 2 - continued**

<b>SUBJECTS</b>	<b>LEARNING OBJECTIVES</b>	<b>TIME/HOURS</b>
Surgical practices in dentistry (Postoperative pain)	1. Determines the appropriate acupuncture points in treatment of post-operative pain after the dental surgery. 2. Explains how to practice appropriate acupuncture treatment	6
<b>SUBJECTS</b>	<b>LEARNING OBJECTIVES</b>	<b>TIME/HOURS</b>
Post-operative wound healing	1. Determines the appropriate acupuncture points in post-operative wound healing after the dental surgery. 2. Explains how to practice appropriate acupuncture treatment	6
Dental Phobia		6
Prevention of nausea and vomiting reflex during operation	1. Determines the appropriate acupuncture points in prevention of nausea and vomiting reflex during operation. 2. Explains how to practice appropriate acupuncture treatment	6
Periodontal diseases (Gingivitis, periodontitis)	1. Determines appropriate acupuncture points in periodontal diseases 2. Explains how to practice appropriate acupuncture treatment	6
<b>MODULE 4 TOTAL COURSE HOURS</b>		<b>40</b>
<b>MODULE 5</b>		
<b>Practical Application</b>		<b>92</b>
It includes practical applications on patients; it is required for each trainee to follow up at least 7 cases and keep their record.	1. Examines the patient file. 2. Measures the patient's blood pressure while sitting. 2. Takes medical history from the patient. 3. Examines the patient. 4. Explains the treatment to be administered to the patient. 5. Explains the properties and the depth of entry of needles. Explains the needling procedure 6. Specifies the points the acupuncture needle will not be inserted 7. Inserts the acupuncture needles. 8. Explains the treatment administered. 9. Administers the treatment in accordance with sterilization guidelines 10. Writes down the treatment procedures conducted on the case form.	80
Acupuncture techniques (methods to stimulate acupuncture points such as moxibustion, cupping, electro-stimulation, and using some other tools, laser and massage)	1. Specifies what acupuncture techniques are. 2. Explains what different acupuncture techniques are. 3. Provides brief information on stimulation methods of acupuncture points.	6
Acupuncture point needling and manual manipulation methods (acupressure procedure)	1. Explains the acupuncture point needling techniques. 2. Explains the stimulation of acupuncture points with acupressure procedure.	6
<b>MODULE 5 TOTAL COURSE HOURS</b>		<b>92</b>
<b>MODULE 6</b>		
<b>Auricular Acupuncture</b>		<b>80</b>
History and Overview of Auricular Acupuncture	1. Defines auricular acupuncture concept. 2. Provides general information about auricular acupuncture. 3. Provides a brief history of auricular acupuncture.	3
Theoretical foundation of auricular acupuncture	1. Specifies the theoretical foundation of auricular acupuncture. 2. Explains the theoretical foundation of auricular acupuncture.	7
Ear Anatomy	1. Briefly explains the ear anatomy. 2. Provides information about ear anatomy.	3
Auricular Zones	1. Defines auricular zones. 2. Specifies auricular zones. 3. Explains auricular zones.	6
Mapping of auricular somatotopic points	1. Explains the auricular somatotopic points 2. Shows the somatotopic points on a model.	6

	3. Shows the somatotopic points on a human being.	
--	---	--

**Table 2 - continued**

<b>SUBJECTS</b>	<b>LEARNING OBJECTIVES</b>	<b>TIME/HOURS</b>
Reflection of Musculoskeletal System in Ear	1. Explains the reflection of musculoskeletal system in ear 2. Gives examples of the reflection of musculoskeletal system in ear.	7
Reflection of Internal Organs in Ear	1. Explains the reflection of internal organs in ear. 2. Gives examples of the reflection of internal organs in ear.	7
<b>SUBJECTS</b>	<b>LEARNING OBJECTIVES</b>	<b>TIME/HOURS</b>
Reflection of Endocrine Hormone in Ear	1. Explains the reflection of endocrine hormone in ear 2. Gives examples of the reflection of endocrine hormone in ear	6
Reflection of Nervous System in Ear	1. Explains the reflection of nervous system in ear. 2. Gives examples of the reflection of nervous system in ear.	6
Reflection of Chinese-German-French Functional Points in Ear	1. Explains the reflection of Chinese-German-French functional points in ear 2. Gives examples of the reflection of Chinese-German-French functional points in ear.	6
Nogier's Phases in Auricular Acupuncture Treatment	1. Defines Nogier's phases in auricular acupuncture treatment 2. Explains Nogier's phases.	6
Guidelines on Diagnosis-in-Ear Procedure, Ear Detection	1. Explains diagnosis-in-ear procedures. 2. Provides information on diagnosis-in-ear procedures	7
Auriculotherapy Techniques	1. Defines auriculotherapy techniques. 2. Explains these techniques. 3. Provides information on these techniques.	10
<b>MODULE 6 TOTAL COURSE HOURS</b>		<b>80</b>
<b>MODULE 7</b>		
<b>Practical application of auricular acupuncture</b>	1. Examines the patient file. 2. Takes medical history from the patient. 3. Examines the patient. 4. Explains the treatment to be administered to the patient. 5. Determines and shows acupuncture points. 6. Administers the treatment. 7. Explains the treatment administered. 8. Writes down the treatment procedures conducted on the case form.	20
<b>MODULE 7 TOTAL COURSE HOURS</b>		<b>20</b>
<b>MODULE 8</b>		
<b>Basic and Advanced Life Support Training</b>	1. Explains the basic and advanced life support.	2
<b>MODULE 8 TOTAL COURSE HOURS</b>		<b>2</b>
<b>GRAND TOTAL</b>		<b>413</b>

## 7.2. Training Materials and Their Features

Materials to be used in the training are as follows:

1. Written training materials covering the subjects in the training content (Books, slides, training guidelines, scientific journals, etc.).
2. Audiovisual training materials (compact discs, video films, pictures, etc.).
3. Training contents, discussions (forums and virtual class sessions), presentations, case studies, videos, voice records, etc. developed in a context-specific perspective for distance learning and transferred into digital environment.
4. Models and relevant materials for applied courses.
5. Sterile and disposable steel needle to be used in practices (It is obligatory to have these needles during practice.).
6. In the required parts of the training; electroacupuncture device, chip providing electrostimulation, ear and body point detector, laser acupuncture device, silver and gold needle.

7. Other devices that are used for acupuncture treatment in the light of developing technology and that are approved by the Ministry of Health.
8. All tools and equipment that are supposed to be in a practice center as per the relevant legislation.
9. All kinds of devices and materials related to the acupuncture training at the place where the training will take place will be considered as training material.

### 7.3. Duration of Training

1. Total duration of Acupuncture Certified Training Program is 535 (five hundred thirty five) hours for Physicians and 413 (four hundred thirteen) hours for Dentists.
2. Time distribution is illustrated in Table-3: 435 (four hundred thirty five) hours of body acupuncture (243 hours for theory and 190 hours for practice and 2 hours for basic and advanced life support training) and 100 (one hundred) hours of auricular acupuncture (80 hours for theory and 20 hours for practice) for Physicians;
3. 313 (three hundred thirteen) hours of body acupuncture (221 hours for theory and 90 hours for practice and 2 hours for basic and advanced life support training) and 100 (one hundred) hours of auricular acupuncture (80 hours for theory and 20 hours for practice) for Dentists.

**Table-3: Training Duration for Acupuncture Certified Training Program**

	Physician			Dentist		
	Theory	Practice	Total	Theory	Practice	Total
<b>Body Acupuncture</b>	243	192	435	221	92	313
<b>Auricular Acupuncture</b>	80	20	100	80	20	100
<b>Total</b>	323	212	<b>535</b>	301	112	<b>413</b>

4. The training program can be applied in working days without interruption in a way to complete 535 (five hundred thirty five) hours for Physicians and 413 (four hundred thirteen) hours for Dentists or it can be applied only in weekends in a longer period of time. In centers having sufficient infrastructure, a maximum of 60% of the theoretical part will be taught as distance learning courses in weekdays or weekends
5. Further theoretical and practical training can be given to foreign trainees, provided that it is determined and announced in advance by the administration of the training institution and physicians receive at least 535 hours of theoretical and practical training and dentists receive at least 413 hours of theoretical and practical training.

### 7.4. Evaluation of Training (Exam Procedure, Achievement Criteria, Extra Exam Right, etc.)

The training shall be evaluated according to the following procedures and principles.

1. Participants who do not fulfill the requirement of compulsory attendance shall not be allowed to participate in the exam. The attendance chart approved by the training officer which is presented in Annex-2 and the practical training case follow-up form presented in Annex-3 shall be sent to the Ministry along with the exam result report.
2. Theoretical and practice exams shall be conducted at the end of the training program.
3. The participants are supposed to succeed both in theoretical and practice exam separately.
4. Exam questions shall be prepared by the exam committee, composed of minimum three trainers, under the chairmanship of the program officer in a way to cover all the subjects included in the training content.
5. Theoretical exam questions shall be prepared as multiple-choice questions.
6. Participants who score 70 (seventy) points or more out of 100 (one hundred) in the theoretical exam shall be deemed successful. Those who fail to score this minimum point in the theoretical exam shall be allowed to take the exam 2 (two) more times at maximum. Those who cannot pass the exam are supposed to apply to the acupuncture certified training program again
7. Participants who cannot pass the theoretical exam shall not be allowed to take the practice exam.
8. The practice exam shall be conducted by practicing the acupuncture on a patient and/or on a model.
9. In the practice exam;
  - a. Treatment planning,

- b. Localization of acupuncture point,
- c. Eliciting "de qi" and manipulation method,
- d. Justified selection of acupuncture point  
will be evaluated.

10. The practice exams shall be conducted using the Evaluation Form For Acupuncture Practice Training (ANNEX-7/A and ANNEX-7/B). Each subject in the form shall be evaluated with one of the following ratings: "Highly Satisfactory" (4), "Satisfactory" (3), "Moderately Satisfactory" (2), "Unsatisfactory" (1), and "Not Evaluated" (0). Points obtained from each subject are added. This sum is divided by the number of subjects evaluated and the average is determined. The average is multiplied by 25 (twenty five) and it is calculated on the scale of 100 (hundred). Those who score 70 (seventy) points or more out of 100 (one hundred) in the practice exam will be deemed successful.

11. Those who fail to pass the practice exam shall be allowed to take the exam 2 (two) more times at maximum; those who cannot pass the exam are supposed to apply to the acupuncture certified training program again.

12. The objections of the participants who object to the results of their theoretical and practice exams conducted at the end of the acupuncture certified training program shall be evaluated and concluded by the examination board in 5 (five) days at the latest.

13. For certification, the success point of a participant shall be determined by averaging the points obtained in the theoretical and practice exams.

14. A participant who passes the theoretical and practical exams shall be entitled to receive a certificate after the required examination is conducted by the Ministry.

15. The certificate is registered by the Ministry of Health within 6 (six) months after the trainee successfully completes her/his training.

16. The trainees participating in the training may fill out the acupuncture certified training and trainer evaluation form in Annex-6 and submit it to the training institution. At the end of the training, it is obligatory for the training center to send these forms to the Ministry along with other documents.

## **8. PROGRAM OFFICER AND HER/HIS QUALIFICATIONS**

Physicians are the program officers of the acupuncture certified training program.

## **9. TRAINERS AND THEIR QUALIFICATIONS**

Those who hold a certificate of trainer's training awarded by the authorized institutions and organizations and who meet any of the following conditions shall be assigned as trainers.

1. Physicians and Dentists who hold Acupuncture Practice Certificate and who have actively worked in the relevant practice field for minimum 5 (five) years
2. Physicians and Dentists who have been holding Acupuncture Practice Certificate for at least 3 years, who have at least 5 (five) national/international scientific publications on acupuncture and/or have written books or book chapters and/or have been speakers in 2 scientific congresses or whose papers are accepted in these congress
3. Physicians and Dentists who have a master's or doctoral degree in T&CM Practices
4. Turkish citizens or foreign nationals who have received a bachelor's degree, master's degree or doctoral degree abroad in T&CM

Those who want to be trainers within the scope of the certified training program must fill out the Trainer Information Form presented in Annex-4 and apply to the training centers. The relevant training center shall send to the Ministry the forms of those whose application to become a trainer is deemed appropriate.

## **10. PROPERTIES OF THE TRAINING PLACE**

### **Properties of the Equipment Required for Theoretical and Practical Training**

The place where the training will be provided shall:

1. For distance learning;
  - a) have a Learning Management System (LMS) software compliant with the international learning content standards (Scorm, AICC, etc.),



- b) have a Learning Management System (LMS) Management panel,
  - c) have a server and infrastructure architecture in parallel with the capacity of the trainees,
  - d) ensure that video conferencing software and infrastructures are integrated into the system so as to provide synchronous training,
- 2. have a training hall which has sufficient equipment and where the participants can receive interactive training.
- 3. have a training hall which is warm and bright enough as well as being spacious, where preferably a modular system is used, which has a capacity in the number of the participants to be trained, and which can be used for practices when necessary,
- 4. have adequate number of chairs and desks for participants,
- 5. be a practice center which the Ministry allows to open,
- 6. have computer and audiovisual devices which will allow for carrying out the training using appropriate technology; practice models; a blackboard; a printer, xerox machine and paper support systems to ensure that participants are provided with training objectives, subjects and contents/presentations; preferably an internet access enabling that online and visual animations/training materials are used.
- 7. Training centers authorized to provide trainings are awarded a training authorization certificate for the trainings they are authorized to provide, which is presented in Annex-5. A certified training program cannot be organized without a training authorization certificate.

## **11. VALIDITY PERIOD OF THE CERTIFICATE**

The validity period of the certificate is 7 (seven) years.

## **12. CERTIFICATE RENEWAL CRITERIA**

1. At the end of the validity period of the certificates, among the certificate-holders;
  - a) Those who document that they attended national/international trainings or scientific meetings on acupuncture at least 4 (four) times within the validity period of the certificate after receiving that certificate or those who published an article on acupuncture in 2 (two) national/international scientific journals or those who document that they worked actively on this field for 2 (two) years shall be awarded a certificate extension of 5 (five) years. The certificate-holders shall submit their documentation related to these criteria during the recertification application to the training centers that awarded the certificate to them. The certificates of those who are determined by the Training Center to meet these criteria are sent to the Ministry and the validity period of these certificates is extended for another 5 (five) years. If the center is closed, the participants make their applications to the training center deemed appropriate by the Ministry.
  - b) Those who do not fulfil any criteria in paragraph (a) need to apply to the training center to take the renewal exam at least 3 (three) months before the expiration date of the certificate.
2. The renewal exam shall be conducted as a theoretical exam consisting of multiple-choice questions prepared in line with the recent developments in the field and the subjects in the acupuncture certified training program by the implementers of acupuncture certified training program under the coordination of the relevant unit of the Ministry.
3. The participants who score 70 (seventy) or more points in the renewal exam shall be deemed successful and the validity period of their certificates shall be extended for another 5 (five) years.
4. The certificates of the certificate-holders shall be valid until the recertification exam process is completed.
5. The certificates of those who fail to attend the certification renewal exam twice in a row shall be deemed invalid, except in cases of legally acceptable excuses. Following the end of the legally acceptable excuse, they shall be tested as soon as possible.
6. In the event that the place authorized to carry out a certified training program ceases its training activities for any reason and the certificates of authorization to carry out certified training are cancelled or the center is closed or transferred; the recertification exams are conducted under the coordination of the Ministry at a training center to be determined by the Ministry.
7. The objections of the certificate holders who fail the certificate renewal exam are evaluated by the certificate renewal examination commission within 5 (five) days at the latest.
8. Since Acupuncture Practice Certificates received prior to entry into force of Acupuncture Certified Training Program standard published on 12.03.2015 are awarded for an indefinite

period of time, they do not require a recertification process. However, in order for unregistered certificates to be deemed valid, a registration application must be made to our Ministry.

9. Within the framework of the procedures and principles set out in the T&CM Credit Designation and Accreditation Directive, the certificate validity period of certificate holders who have completed 100 credit points will be extended by the Ministry for another 5 (five) years.

### **13. EQUIVALENCE APPLICATION AND PROCEDURES AND PRINCIPLES OF EQUIVALENCE PROCESSES**

Equivalence shall be requested by using the equivalence application form (ANNEX-1) prepared by the Ministry in line with the provisions of the Regulation on Certified Training of the Ministry of Health. It is mandatory to submit all the documents specified in this form. Each section specified in this form shall be filled in detail, the original copies of the below-listed documents approved by the institution/organization which provides the training and the translation of the documents into Turkish by a certified translator if the training is received abroad shall be submitted as attachment to the form.

#### **Documents to be attached to the Application Form**

1. The original of the certificate.
2. The original and a copy of the Faculty of Medicine/Faculty of Dentistry diploma.
3. The original and a copy of postgraduate education certificate, if available.
4. Turkish Identification Card/Foreign Identification Card and 2 (two) photographs.
5. All information and documentation related to the Training Curriculum specified in the 4th paragraph of the Application Form (In Turkish and in the language of the training and the document)
6. Document proving that Physicians received at least 535 (five hundred thirty five) hours of theoretical and practical training, that Dentists received at least 413 (four hundred thirteen) hours of theoretical and practical training as well as the Training Curriculum.
7. The applicant will be requested to submit a document which is received from the official health authority of the country of training or the head of mission of Turkey and shows that the institution/organization/private law legal entity/natural person who/which provided the training and who/which is included in the 3rd paragraph of the Application Form is authorized to provide training. This document will not be requested from university hospitals and official institutes.
8. The applicant will be requested to document that s/he resided for at least 3 (three) months in the county in which s/he received training with his/her passport or other official documents and the formally-commissioned officials will be requested to provide documentation proving that they were off duty in the said period.

#### **How to carry out the Equivalence Procedures**

1. The application files of those who apply for certificate equivalence shall be examined in line with the Acupuncture Certified Training Standards by a committee to be set up by the relevant unit.
2. Applicants whose files are deemed suitable and sufficient shall be tested with theoretical and practical exam.
3. Applicants who score 70 (seventy) points or more out of 100 (one hundred) in the theoretical exam shall be deemed successful. Those who fail to score this minimum point in the theoretical exam shall be allowed to take the exam 2 (two) more times at maximum; those who cannot pass the exam are supposed to apply to the Acupuncture Certified Training Program.
4. Participants who cannot pass the theoretical exam shall not be allowed to take the practice exam.
5. The practice exam shall be conducted by practicing the acupuncture on a patient and/or on a model.
6. In the practice exam;
  - a) Treatment planning,
  - b) Localization of acupuncture point,
  - c) Eliciting "de qi" and manipulation method,
  - d) Justified selection of acupuncture point,will be evaluated.

7. Participants who score 70 (seventy) points or more out of 100 (one hundred) in the practice exam shall be deemed successful. Those who fail to score this minimum point in the practice exam shall be allowed to take the exam 2 (two) more times at maximum; those who cannot pass the exam are supposed to apply to the Acupuncture Certified Training Program.
8. Certificate Equivalency Document shall be drawn up for applicants who pass the theoretical and practice exams.
9. Certificate Equivalency Document is registered by the Ministry of Health within 6 (six) months after the trainee successfully passes her/his equivalency exam.

# **ANNEXES**

**ANNEX-1**  
**EQUIVALENCE APPLICATION FORM FOR CERTIFIED TRAINING**

**1. NAME OF TRAINING (In Turkish and in the language of the training and the document)**

**2. COUNTRY OF TRAINING**

**3. INSTITUTION/ORGANIZATION/PRIVATE LAW LEGAL ENTITY/NATURAL PERSON WHO/WHICH PROVIDED THE TRAINING**

**4. TRAINING CURRICULUM**

**5. VALIDITY PERIOD OF THE CERTIFICATE**

**THE APPLICANT'S:**

<b>Name, Surname, Title</b>		
<b>Work Address</b>		
<b>Home Address</b>		
<b>Contact Information</b>	Landline: 0.....	Mobile: 0.....
	Fax: 0.....	E-mail address: .....@.....
<b>Date and Signature</b>		

**Descriptions:**

- 1- Participants shall put their signature to "signature of the participant" section next to the "date" section so as to show that they are participating in the training each day the training is given.
- 2-The trainer who gives the training shall put her/his control signature to the relevant section in the attendance chart on the relevant day of the training.
- 3-Program officers shall put their stamp and signature at the bottom of each page.
- 4-This attendance chart shall not be filled out for the trainings conducted through distance learning system. However, it is obligatory to fill out this chart for face-to-face theoretical trainings and practical trainings.
- 5- It is obligatory to include the attendance charts for face-to-face trainings in the file along with the documents to be sent to the Ministry for registration by the Training Center.
- 6- If it is found that the signatures are affixed without actually participating in the training, the necessary administrative and judicial procedures shall be carried out by the Ministry.



### Annex-3 Practical Training Case Follow-up Form

	<b>TURKISH MINISTRY OF HEALTH GENERAL DIRECTORATE OF HEALTH SERVICES</b> <b>CASE TRACKING REPORT FOR PRACTICAL TRAINING ON TRADITIONAL AND COMPLEMENTARY MEDICAL PRACTICES</b>
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<b>Name of the T&amp;CM Training Center</b>			
<b>Name of the Certified Training Program</b>		<b>Certified Training Period</b>	
<b>First Name - Last Name of the Participant/Practitioner</b>		<b>Turkish Identification Number of the Participant</b>	
<b>First Name - Last Name of the Trainer/Program Officer</b>		<b>Professional Title of the Participant</b>	
<b>Year of the Attendance Chart</b>		<b>Year of the Attendance Chart</b>	

#### Practice Information


Practice No	First Name, Last Name and contact information of the Patient	Indication for which the Practice was Applied	Comments regarding the Practice
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Program Officer  
First Name - Last Name - Stamp  
and Signature

#### DESCRIPTIONS

- 1- Please fill in the information above regarding the period, etc. in which the practice in the relevant training field is applied, according to the T&CM certified training standards.
- 2- Briefly provide information about the people on whom T&CM practice was applied and your opinions about the result of the practice.
- 3- The form can be extended by adding lines under this form, for however many applications are required as per the standard.
- 4- The practice form must be signed by the program officer.

## ANNEX-4 Trainer Information Form

	<b>TURKISH MINISTRY OF HEALTH GENERAL DIRECTORATE OF HEALTH SERVICES</b> <b>INFORMATION FORM FOR CERTIFIED TRAINERS OF TRADITIONAL AND COMPLEMENTARY MEDICAL PRACTICES</b>
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### 1. IDENTIFICATION INFORMATION

Turkish Identification Number:	Foreign National Passport No:
First Name:	Place of Birth:
Last Name:	Nationality:
Mother's Name:	Gender:
Father's Name:	
Date of Birth:	

### 2. EDUCATION INFORMATION

Graduated University:	Department:
Graduation Date:	
Graduation Year:	

### 3. WORK INFORMATION

Title:
Institution:
Unit:
Academic Titles (If any):
Administrative Duty (If Any):

### 4. TRAINER INFORMATION

T&CM Field in which S/he Wants to Provide Training	
Training Center at which S/he Wants to Provide Training	
Information regarding the T&CM Certificate in the Field in which S/he Wants to Provide Training (Certificate Field, Registration Date, Registration Number)	
Duration of Direct Experience in the T&CM Field in which being a Trainer is requested (Year/Month)	



Academic studies related to the T&CM Field in which being a Trainer is requested	
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## 5. CONTACT INFORMATION:

<b>Name, Surname, Title</b>		
<b>Work Address</b>		
<b>Home Address</b>		
<b>Contact Information</b>	Landline: 0.....	Mobile: 0.....
	Fax: 0.....	E-mail address: .....@.....
<b>Application date</b>		

## DESCRIPTIONS

- 1- Please fill in your personnel credentials, education information and work information by handwriting or through computer. If you are not working, write "Not Working" in the working status. If you are retired, fill in the information about the workplace where you retired.
- 2- Please list your academic studies in the field of traditional and complementary medicine. (You can add other academic studies that are not listed below)
- 3- Please fill in the contact information correctly in the relevant section. Mobile phone and e-mail address are required. Please write the application date and sign. Documents filled in through computer must be printed out, signed and scanned into the computer and converted into PDF.
- 4- Please fill in the field (e.g. acupuncture, cupping therapy, etc.) and the center in which you want to provide training. Write the information regarding the certificate or equivalence document of the field in which you want to train, in the relevant field. Write your active working time in the field in years and months. Even if you have a certificate, do not take into account the periods that you do not actively work in the field.
- 5- List your academic studies in the field. If you have received **training of trainers** in this field, please indicate. List the information below regarding the field in which you want to train.
  - a) Books
  - b) Articles
  - c) Project:
  - d) Trademark-patent
  - e) Oral presentations
  - f) Poster presentations
  - g) Presentations in congresses/symposiums

This form must be filled and signed separately for each trainer. Training centers that want to apply for certified training must add the trainer information forms to the list of trainers related to the field of certification. Otherwise, the process of granting training authorization cannot be completed. Force majeure such as a trainer's death or leaving of the institution must be reported to the General Directorate, in writing. This form is filled in for each trainer to be added to the training program and the General Directorate is informed.

**ANNEX-5- Sample Certificate of Authorization to Carry Out Certified Training, by Ministry of Health**



<b>DOCUMENT NO</b>	:
<b>DOCUMENT DATE</b>	:

**TURKISH  
MINISTRY OF HEALTH  
CERTIFICATE OF AUTHORIZATION TO CARRY OUT THE CERTIFIED TRAINING**

Our Ministry has deemed appropriate the request of the ..... Traditional and Complementary Medicine Practice Center for the authorization to organize certified training in the field of “..... Practice”, in accordance with the provisions of Article 6 of the Ministry of Health Certified Training Regulation.

<b>Institution / Organization / Private Law Legal Entity / Natural Person to CARRY OUT THE CERTIFIED TRAINING PROGRAM</b>	
<b>Health Facility Information</b>	Name of the Health Facility
	<b>Address</b>
	Telephone: <span style="float: right;">Allowed Fields:</span>
	Fax: ----- <span style="float: right;">E-mail/Web address:</span>

<b>APPROVED BY</b>	
<b>Name of the Central and Affiliated Organization of the Ministry</b>	Turkish Ministry of Health General Directorate of Health Services
<b>Approved by:</b>	<b>Name and Surname :</b>
	<b>Title</b>
<b>Date and Number of Approval</b>	
<b>Signature Seal</b>	

**ANNEX-6 QUESTIONNAIRE FORM TO EVALUATE ACUPUNCTURE PRACTICE TRAINING AND TRAINERS**

<b>Date</b>		
<b>First and Last Name of the Participant</b>		
<b>The Unit in which the Participant Practiced</b>		
<b>Practice No</b>	<b>Evaluated Practices</b>	<b>Evaluation Score</b>
1	The training satisfied the relevant expectations and requirements.	
2	The training gained me new knowledge.	
3	I think that I will use the subjects included in the training in my working processes.	
4	The subjects of the training were satisfactory.	
5	It was an efficient and useful training.	
6	The training program flow was appropriate.	
7	The training duration was appropriate for the content.	
8	The used training techniques ensured the proper comprehension of the subjects.	
9	The presentation was clear and understandable.	
10	The knowledge of the trainers was satisfactory.	
11	The trainers satisfactorily replied the questions.	
12	The trainers ensured the active participation of all participants to the training.	
13	The trainers used the training time efficiently.	
14	The training environment and physical conditions were satisfactory.	
15	The training materials and infrastructure were satisfactory.	
16	The training organization was successful.	
	In this training, which subject was the most helpful for you?	
	In this training, which subject was the least helpful for you?	
	Your criticism:	
	Your suggestions:	

**\*Evaluation Score :**

- I Strongly Agree : 5  
I Agree : 4  
Moderately Satisfactory : 3  
I Don't Agree : 2  
I Strongly Disagree : 1

**ANNEX-7/A: EVALUATION FORM FOR ACUPUNCTURE PRACTICE TRAINING FOR PHYSICIANS**

<b>Date</b>		
<b>First and Last Name of the Participant</b>		
<b>The Unit in which the Participant Practiced</b>		
<b>Evaluator</b>		
<b>Practice No</b>	<b>Evaluated Practices</b>	<b>Evaluation Score</b>
1	Admission of the case and medical history taking / fictional admission of case on model and fictional medical history taking	
2	Planning the practice, determining the appropriate technique, selection of appropriate materials before the practice and preparation of the patient	
3	Important Points and Actions before the practice	
4	Using the correct techniques and allocating sufficient amount of time for the practice	
5	Determining the application point/area	
6	Correct application of the desired technique	
7	Application of the correct practice in patients with pain syndrome, locomotor system or myofascial pain	
8	Application of the correct practice in diseases of the nervous system, cardiopulmonary system, hormonal system, urogenital system	
9	Application of the correct practice in pediatric diseases, immune system deficiencies, gynecological diseases	
10	Correct planning and application of auricular acupuncture practice	
<b>TOTAL SCORE (The Total of Scores for Each Practice)</b>		
<b>AVERAGE SCORE (Total Score/The Number of Evaluated Practices)</b>		
<b>AVERAGE SCORE OUT OF 100 (Average Score x 25)</b>		

**\*Evaluation Score :**

Highly Satisfactory :4

Satisfactory :3

Moderately Satisfactory : 2

Unsatisfactory : 1

Not Evaluated : 0

**NOTE:** The Practice Exams **are conducted with Acupuncture Practice Training Evaluation Form** (Annex 7-A and Annex 7-B). Each subject included in the form will be rated as Highly Satisfactory (4), Satisfactory (3), Moderately Satisfactory (2), Unsatisfactory (1) or "Not Evaluated" (0). Points obtained from each subject are added. This sum is divided by the number of subjects evaluated and the average is determined. The average is multiplied by 25 (twenty five) and it is calculated on the scale of 100 (hundred). Those who score 70 (seventy) points or more out of 100 (one hundred) in the practice exam will be deemed successful.

**EVALUATION RESULT**

Theoretical Exam Score	Practice Evaluation Score	Average of the Theoretical Exam and Practice Evaluation Scores

**ANNEX-7/B: EVALUATION FORM FOR ACUPUNCTURE PRACTICE TRAINING FOR DENTISTS**

<b>Date</b>		
<b>First and Last Name of the Participant</b>		
<b>The Unit in which the Participant Practiced</b>		
<b>Evaluator</b>		
<b>Practice No</b>	<b>Evaluated Practices</b>	<b>Evaluation Score</b>
1	Admission of the case and medical history taking / fictional admission of case on model and fictional medical history taking	
2	Planning the practice, determining the appropriate technique	
3	Important Points and Actions before the practice	
4	Selection of appropriate materials before the process and preparation of the patient	
5	Using the correct techniques and allocating sufficient amount of time for the practice	
6	Determining the application point/area	
7	Correct application of the desired technique	
8	Admission of the case and medical history taking / fictional admission of case on model and fictional medical history taking	
9	Correct application to jaw muscles, chewing muscles and jaw area	
10	Planning and correct application of the practice in cases specific to dentistry	
<b>TOTAL SCORE (The Total of Scores for Each Practice)</b>		
<b>AVERAGE SCORE (Total Score/The Number of Evaluated Practices)</b>		
<b>AVERAGE SCORE OUT OF 100 (Average Score x 25)</b>		

**\*Evaluation Score :**

Highly Satisfactory : 4

Satisfactory : 3

Moderately Satisfactory : 2

Unsatisfactory : 1

Not Evaluated: 0

**NOTE:** The Practice Exams are conducted with Acupuncture Practice Training Evaluation Form (Annex 7-A and Annex 7-B). Each subject included in the form will be rated as Highly Satisfactory (4), Satisfactory (3), Moderately Satisfactory (2), Unsatisfactory (1) or "Not Evaluated" (0). Points obtained from each subject are added. This sum is divided by the number of subjects evaluated and the average is determined. The average is multiplied by 25 (twenty five) and it is calculated on the scale of 100 (hundred). Those who score 70 (seventy) points or more out of 100 (one hundred) in the practice exam will be deemed successful.

**EVALUATION RESULT**

Theoretical Exam Score	Practice Evaluation Score	Average of the Theoretical Exam and Practice Evaluation Scores