

## Observer Herb Assignment Instructions

You are required to submit **SIX** Observer Herb Assignments per registered Observation Block per quarter (this includes both Theater and Rounds). They will be submitted to the Clinical Education Coordinator (CEC), or left in the drop box outside the CEC office (room 13).

**NOTE: this is different than your Observer Assignment Intake Forms (OAI), of which you turn in  $\geq 70$  near the end of your Clinical Observation hours.**

Timely completion of Herb Assignments is required in order to pass each observation block each quarter. **They are due by the end of week 11.** Failure to submit by week 11 will result in additional herb assignments being added to the current quarter, or possibly a failed clinic block. Any additional assignments will be reviewed and approved by the Dean of Clinical Education (DCE) in a one-on-one meeting. See DCE/CEC for details.

The consequences for late submissions are as follows:

- 2 additional assignments added per week until either assignments are submitted or new quarter begins
- Once the new quarter has begun, one hour will be deducted from the previous quarter for each week the assignments are late – this means a make-up shift will be required
- If assignments are not submitted by the end of the third week, the intern will receive a failing grade for that clinic block

You can do Herb Assignments when a patient was actually given an herb formula (patent, raw, or powder) OR when the patient wasn't given herbs but the supervisor **discussed** which herbs or classic/patent formula *could* have been appropriate for the case.

The top half of the form is for information about the patient – this information can be transferred from your completed Observer Assignment Intake Form for a chosen case. **Each area of the Patient Info section MUST be filled out.**

If you are using a classic/patent formula – list the name of the formula on the line provided.

List the **name** of each of the herbs that are in the patent or custom formula that was given or discussed. Include the main **function** of that herb (which category is it listed in as per Bensky's latest edition), the **channels** that the herb enters (also per Bensky), and also **what aspect of the diagnosis it was being used to treat.**

Example: Gan Cao - main function is "tonify Qi" and "all 12 channels." But perhaps it was being used with this patient at this time to help moisten the lungs and stop cough, therefore, write in the section asking for the aspect of the diagnosis associated with that herb, "lung dryness with cough."

At the bottom of the form, please **print your name** and the date on the lines provided. Please remember, you **do NOT put the patient's name on this form.**

If you have any questions about this form or the assignment, please contact the Dean of Clinical Education or Clinical Education Coordinator.