Heritage School of Midwifery and Natural Health Sciences

HERITAGE
SCHOOL OF MIDWIFERY
EDUCATING GENERATIONS.
EMPOWERING BIRTH.

Student Catalog

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About Us

Introduction

Welcome to Heritage School of Midwifery and Natural Health Sciences (HSM).

We are passionate about ensuring that the rich heritage of midwifery continues to be passed on to the next generation. Midwifery is so much more than a job or career. It is a calling, a culture, a labor of love. We invite those who share our passion for childbirth to come learn the art of midwifery.

HSM offers three distinct pathways to support your journey in maternal healthcare:

Associate of Applied Science in Direct Entry Midwifery (AAS)

Our robust 3-year direct entry midwifery program (residential; blended) includes asynchronous coursework, in-person skill intensives and clinicals through traditional preceptor model. Students observe and eventually assist a licensed midwife with prenatal, intrapartum, and postpartum care. Upon completing the midwifery program, students will receive an Associate of Applied Science degree (AAS) and are qualified to become a Florida Licensed Midwife (LM) or Certified Professional Midwife (CPM) by taking and passing an exam administered by the North American Registry of Midwives (NARM). All AAS coursework is designed and mapped to the American College of Nurse-Midwives (ACNM) Core Competencies for Basic Midwifery Practice, alongside the MANA Core Competencies and the requirements of the CPM credential.

Bachelor of Science in Midwifery (BSM)

Designed for licensed midwives (LMs) and/or Certified Professional Midwives (CPMs), our Bachelor of Science in Midwifery advances professional standing to the bachelor's level. This full distance education program accepts up to 90 transfer credits and requires 30 upper-division credits, preparing midwives for leadership roles in education, advocacy, global maternal health, and expanded practice pathways. All BSM coursework is designed and mapped to the American College of Nurse-Midwives (ACNM) Core Competencies for Basic Midwifery Practice.

Certificate in Maternal Health Medical Assisting (CMHMA)

Our 8-month certificate program prepares students to provide critical support in maternal and newborn healthcare settings. Graduates are equipped to work as medical assistants in physician's offices, birth centers, and maternal health clinics, with specialized training in women's and infant health. Students are also prepared to work as midwifery/birth assistants and can transition seamlessly into HSM's midwifery programs with advanced standing.

The Midwives Model of Care™

At HSM, we teach our students to use the Midwives Model of Care™[1] with their clients. The Midwives Model of Care™ is all about nurturing, holistic care of pregnant women. The Midwives Model of Care™ includes:

- Monitoring the physical, psychological and social well-being of the mother throughout the childbearing cycle

[1]Copyright © 1996-2015, Midwifery Task Force, Inc., All Rights Reserved. Used with permission. HSM is not affiliated with Midwifery Task Force, Inc.

- Providing the mother with individualized education, counseling, and prenatal care, continuous hands-on assistance during labor and delivery, and postpartum support
- Minimizing interventions and
- Identifying and referring women who require obstetrical attention

Our Commitment to You

We believe that the same nurturing, holistic environment is optimal for learning how to be a midwife, so we extend this practice to our students. We ensure individualized education through small class sizes, focus on hands-on learning, and offer referrals to counseling and tutoring services. Just as a midwife is with her client every step of the journey from prenatal to postpartum, HSM vows to be there to help our students, from the day they submit their application to when they start their careers as midwives and maternal healthcare professionals.

Vision

Drawing from the wisdom of those who have gone before us and utilizing the vast body of current knowledge and skill, HSM provides the highest quality of midwifery education. We are deeply committed to evidence-based practice, teaching our students to integrate the best available research with clinical expertise and client values in every aspect of care. We thoroughly equip aspiring midwives to serve their communities with excellence, combining time-honored traditions with contemporary scientific understanding.

We are creating a legacy and rich heritage, ensuring continued access to maternity care providers who follow the Midwives Model of Care™ while maintaining the highest standards of evidence-based, safe, and effective care.

Mission

HSM will preserve the art and science of quality midwifery care and secure ongoing access to excellent maternity care by educating future midwives through evidence-based practice and clinical excellence. We are committed to teaching students to integrate the best available research, clinical expertise, and client-centered values in all aspects of maternal healthcare. We cast the vision for passing along this wealth of wisdom from generation to generation, ensuring that traditional midwifery knowledge is strengthened by contemporary scientific understanding.

Our success will be measured by seeing the number of midwives in Florida grow as our students reach their full potential, graduate, and become licensed practitioners who provide safe, effective, and compassionate care grounded in both evidence and experience.

Motto

"Educating Generations, Empowering Birth"

This motto encapsulates the heart of Heritage School of Midwifery and Natural Health Sciences. We are dedicated to educating successive generations of skilled, compassionate midwives and maternal healthcare professionals who carry forward the timeless art of midwifery while embracing evidence-based practice. Through comprehensive education and hands-on clinical training, we empower our students to, in turn, empower birthing families —supporting their autonomy, honoring their choices, and providing excellent care that respects the natural process of birth. Our commitment extends beyond individual students

to the broader community, as each graduate becomes part of a living legacy that ensures families have access to the Midwives Model of Care™ for generations to come. By educating today's students, we are empowering tomorrow's births and strengthening the foundation of maternal healthcare in Florida and beyond.

Programs

Certificate in Maternal Health Medical Assisting (CMHMA)

The Maternal Health Medical Assisting program prepares students to provide critical support in maternal and newborn healthcare settings. Graduates receive a Certificate in Maternal Health Medical Assisting and are prepared to work in physician's offices, birth centers, and maternal health clinics as skilled medical assistants with a specialized focus on women's and infant health.

The curriculum consists of 31 credits (780 clock hours), offered over 32 weeks (two semesters; approximately 8 months). Program delivery is residential; blended, combining online asynchronous coursework, in-person skills labs, and a supervised clinical externship. This program is designed for students who wish to enter the maternal healthcare field quickly with job-ready skills.

Program Goals

Graduates of HSM's Certificate in Maternal Health Medical Assisting program should:

- Earn a Certificate in Maternal Health Medical Assisting
- Demonstrate competence in essential clinical, laboratory, and administrative skills for maternal health care
- Be prepared to provide skilled support to midwives, physicians, and other healthcare providers in maternal and newborn care settings as a midwife assistant, medical assistant, and/or birth assistant
- Exhibit professional standards of conduct and communication in healthcare practice
- Contribute to improved maternal and infant health outcomes through compassionate, evidence-based care
- Provide clinical and administrative support in women's health and perinatal care settings
- Assist licensed midwives and other healthcare providers in diverse birth environments
- Apply foundational knowledge in anatomy, microbiology, pharmacology, and maternal health
- Demonstrate proficiency in essential technical skills, safety protocols, and patient communication
- Transition seamlessly into Heritage School of Midwifery and Natural Health Sciences (HSM) Direct Entry Midwifery program with advanced standing

Associate of Applied Science in Direct Entry Midwifery (AAS)

Our Direct Entry[2] Midwifery program trains students in midwifery. Graduates receive an Associate of Applied Science in Direct Entry Midwifery degree and will be eligible to take the NARM exam. Students who pass the NARM exam may apply to become a Certified

[2]"Direct Entry" Midwifery refers to specialized midwifery training with minimal college level prerequisites as opposed to a Certified Nurse Midwife (CNM) who must first have a degree in nursing before taking midwifery training.

Professional Midwife (CPM, recognized in most states) and/or a Licensed Midwife (LM, Florida-specific).

The curriculum consists of 93 credits, which equals 2505 clock hours. We have three semesters each year; Fall, Spring, and Summer. Program delivery is residential; blended.

This program is designed to take 3 years (144 weeks), depending on how quickly the student meets the clinical requirements. Please refer to the Clinical Lab Policies section for complete clinical requirements.

Every course in the AAS curriculum is designed and mapped to the American College of Nurse-Midwives (ACNM) Core Competencies for Basic Midwifery Practice. Course objectives, assessments, and clinical competencies are aligned to these standards in addition to the MANA Core Competencies, the Midwives Model of Care™, and the requirements of Chapter 467, Florida Statutes, so that graduates meet nationally recognized expectations for entry-level midwifery practice and are well positioned for graduate study.

Program Goals

Graduates of HSM's direct-entry midwifery program should:

- Earn a Associate of Applied Science in Direct Entry Midwifery
- Pass the comprehensive midwifery board exam administered by the North American Registry of Midwives in order to earn the credentials of Florida Licensed Midwife (LM) and/or Certified Professional Midwife (CPM)
- Start a midwifery practice or join an existing midwifery practice in their communities
- Practice the art and science of midwifery according to the laws and rules set forth by the state of Florida, the MANA Core Competencies, the ACNM Core Competencies for Basic Midwifery Practice, and the Midwives Model of Care (TM), upholding the professional standards of the CPM credential
- Promote the advancement of midwifery and work toward increased access to midwifery care for all through community, state, and/or global involvement

Bachelor of Science in Midwifery (BSM)

The Bachelor of Science in Midwifery (BSM) Degree Program is designed for licensed midwives (LMs) and/or Certified Professional Midwives (CPMs) who hold or have held a qualifying midwifery credential and seek to advance their academic standing to the bachelor's level. The program builds upon prior professional and academic experience with a focus on interdisciplinary learning, research literacy, and critical thinking rooted in maternal and reproductive health.

Graduates receive a Bachelor of Science in Midwifery (BSM). This degree prepares midwives for advanced professional roles in education, leadership, global maternal health initiatives, or expanded clinical practice pathways, depending on state and national regulations.

The BSM requires 120 total credits, which includes 90 transfer credits from an accredited midwifery diploma or associate degree program plus 30 upper-division credits (450 clock hours) at HSM. Program delivery is full distance education (fully online, asynchronous), providing flexibility while ensuring substantial faculty interaction and academic rigor.

Every course in the BSM curriculum is designed and mapped to the American College of Nurse-Midwives (ACNM) Core Competencies for Basic Midwifery Practice. Upper-division coursework builds on these competencies at the baccalaureate level, extending them into research literacy, leadership, cultural responsiveness, and health-systems practice so that

graduates are prepared for advanced professional roles and for graduate study in midwifery.

Program Goals

Graduates of HSM's Bachelor of Science in Midwifery program should:

- Earn a Bachelor of Science in Midwifery
- Advance their critical thinking, communication, and research skills to strengthen professional midwifery practice
- Demonstrate the ACNM Core Competencies for Basic Midwifery Practice at the baccalaureate level across coursework, scholarship, and professional practice
- Demonstrate leadership in maternal health, birth equity, and community advocacy
- Contribute to the profession of midwifery through scholarship, mentorship, or organizational involvement
- Promote the integration of midwifery into broader healthcare systems while maintaining the Midwives Model of Care™

Statement of Legal Control

Heritage School of Midwifery and Natural Health Sciences, Inc. is a privately held institution wholly owned by Trombley & Associates, LLC. Trombley & Associates, LLC holds full legal control over the operations and policies of the school.

The legal name of the institution is **Heritage School of Midwifery and Natural Health Sciences, Inc.**

History of Institution

Heritage School of Midwifery and Natural Health Sciences, Inc. was founded in 2016 by **Kristin and Todd Schuchmann** with the mission of providing high-quality midwifery education. The institution began with a single program: a **three-year, direct-entry Midwifery Program**, culminating in a diploma in midwifery.

Shortly after its founding, the school received official recognition and approval from state authorities. On **August 11, 2016**, the program was approved by the **Florida Department of Health, Licensed Council of Midwifery**, establishing Heritage as an approved midwifery training program provider in the state. The following day, on **August 12, 2016**, Heritage School of Midwifery received a **provisional license** from the **Florida Department of Education, Commission for Independent Education (CIE)**, allowing the institution to operate and enroll students in accordance with state regulations.

In **August 2018**, Heritage received its **annual license from the Florida Department of Education, Commission for Independent Education**, solidifying its continued compliance and operational status as a licensed postsecondary institution.

As of **August 1, 2025**, **Trombley & Associates, LLC** assumed ownership of Heritage School of Midwifery, taking full legal control over the institution's operations, governance, and policies. Under this new ownership, the school continues its commitment to student-centered education, combining both theoretical knowledge and clinical experience to prepare graduates for competent, professional midwifery practice.

Prior to January 2026, HSM's direct entry midwifery program was offered as a diploma program, and students who completed it before that date were awarded a Diploma in Direct

Entry Midwifery. Effective January 2026, the program is offered as the Associate of Applied Science in Direct Entry Midwifery, and students who complete it are awarded the AAS degree. The Diploma in Direct Entry Midwifery is no longer offered to new students. Both credentials satisfy the same Florida Department of Health educational requirements for Licensed Midwife (LM) licensure and NARM examination eligibility that were in effect at the time each was awarded; graduates holding the Diploma retain that credential and are not required to complete the AAS. Course descriptions in this catalog that reference a Diploma program do so because those courses were part of the diploma curriculum and continue in the AAS curriculum.

Student Catalog and Handbook

All students will receive both the Student Handbook and the Student Catalog at the mandatory orientation before courses begin. The most current version of both publications will be posted to HSM website when they are revised. It is the student's responsibility to read, understand, and abide by the policies found in the current versions of these publications.

Leadership & Administration

Board of Trustees

Chairman

Conner J. Trombley, MBA, MAcc, JD Candidate

(also serves ex officio as Executive Director)

Vice Chairman

Rose Trombley LM, CPM

(also serves ex officio as Academic/Clinical Coordinator – West Coast)

Trustee- Business Development and Economic Growth Expert (External)

Dean Dietrich

Trustee – Midwifery & Maternal Health Expert (External)

VACANT

Trustee – Distance Education & Learning Technology Expert (External)

VACANT

Trustee – Accreditation & Regulatory Affairs Advisor (External)

Xiping Zhao M.D., L.Ac.

Trustee – Academic Affairs & Curriculum Oversight

VACANT

Trustee – Faculty Representative

Connie Mullen LM, CPM

(also serves ex officio as Academic Director- West Coast)

Trustee – Alumni Representative

Karina Aguirre LM

(also serves ex officio as Academic Faculty)

Trustee – Employer Representative (External)

Vincent James Cavanaugh "Jimbo"

Trustee -Clinical Preceptor Representative (External)

VACANT

Trustee – Student Representative

Brienne Aries

Program Advisory Committees

The Board of Trustees is HSM's governing board. Program advisory functions are carried out by two standing Program Advisory Committees: the **Program Advisory Committee – Midwifery Programs** (Associate of Applied Science in Direct Entry Midwifery and Bachelor of Science in Midwifery) and the **Program Advisory Committee – Maternal Health Medical Assisting** (Certificate). Each committee includes at least three in-field specialists — such as employers, practicing midwives or medical assistants, and clinical site representatives — who are not employed by HSM in any capacity and are not current students. No member serves on both committees. HSM faculty, staff, and students may attend meetings as non-voting participants. The committees review each program's curriculum, clinical experiences, equipment, and outcomes and advise HSM on changes; meeting minutes are maintained by the Executive Director's office.

Program Advisory Committee – Midwifery Programs

- Vincent James Cavanaugh — Employer
- Glenda Datsko, LM, CPM — Current Practitioner; Being Born, LLC
- Hailey Sides, LM — Affiliated Clinical Site Representative; Birth Blossoms

Program Advisory Committee – Maternal Health Medical Assisting

- Melanie Yepez, CNM, APRN — Employer; Owner, The Midwives of Miami
- Rocio Sabido — Current Practitioner; Owner, Blossoming Bellies; HSM Certificate in Maternal Health Medical Assisting graduate
- Shivani Lash, LM, CPM — Affiliated Clinical Site Representative; Sarasota Holistic Midwifery

Administration

Executive Director & Owner, Core Faculty



Conner J. Trombley, MBA, MAcc, JD Candidate is a multifaceted professional with expertise in law, accounting, business administration, and higher education consulting. He is currently pursuing a Juris Doctor (JD) at FAMU Law and holds a Master of Accountancy (MAcc) from the University of West Florida, an MBA from Louisiana State University Shreveport, and multiple degrees in accounting and management from State College of Florida. Conner has worked extensively with colleges and universities across multiple states, specializing in regulatory compliance, accreditation, and distance education approval. His work includes guiding institutions through regional and national accreditation processes, ensuring compliance with federal and state higher education regulations, and assisting in securing state authorization for online programs. He

has also advised on Title IV financial aid compliance, institutional governance, curriculum development, strategic planning, and operational efficiency. Beyond regulatory matters, Conner provides consulting on financial management and grant acquisition for higher education institutions, helping colleges develop sustainable funding models and improve financial oversight. His expertise extends to student affairs, academic program evaluation, faculty credentialing, and enrollment management, supporting institutions in optimizing student success and institutional growth. Conner's diverse background positions him as a strategic advisor in the evolving landscape of higher education, committed to ensuring institutional compliance, financial sustainability, and student success.

Education: MBA, Louisiana State University Shreveport; Master of Accountancy, University of West Florida; degrees in accounting and management, State College of Florida; Juris Doctor candidate, Florida A&M University College of Law.

Conner@HeritageSchoolofMidwifery.com

Administrative Coordinator

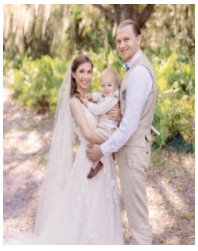


Amanda Alter is a highly organized administrative professional with more than two decades of experience in office management, bookkeeping, and financial administration. Proficient in QuickBooks, Microsoft Excel, Word, PowerPoint, and ADP Payroll Software, she brings meticulous attention to detail and a strong commitment to operational accuracy to every role she holds. Amanda is currently completing her Associate of Arts degree at State College of Florida, with plans to continue on to earn her Bachelor's, then Master's degrees, and is on a career track toward a future leadership role as Executive Director at Heritage School of Midwifery. She previously served as Bookkeeper for Church of the Advent, where she managed account reconciliations, payroll processing, financial reporting, and confidential donor records. Her professional background includes a position as Finance Assistant at Project Lift and an eleven-year tenure as Office Manager at LAPSCO Inc., where she oversaw payroll, sales tax filings, accounts receivable and payable, insurance renewals, and customer service operations. She also held office management and reception roles at DATATRON Inc., where she implemented systems that improved scheduling efficiency and supported both the sales and research and development teams. Amanda is known for her trustworthiness, prompt communication, and ability to manage complex administrative workflows with professionalism and discretion.

Education: Associate of Arts in progress, State College of Florida.

AAlter@HeritageSchoolofMidwifery.com

Academic/Clinical Coordinator-West Coast & Co-Owner, Core Faculty- PSY102, NUT102



Rose Trombley LM, CPM is a third-generation midwife and proud graduate of the Heritage School of Midwifery. Having grown up immersed in birth work, she has been attending births her entire life, officially beginning her service to expectant families as a birth assistant in 2012. Since then, she has supported hundreds of families with compassion, skill, and dedication as they welcomed their babies into the world. Rose's love for learning drives her to continually expand her knowledge and training. She is actively pursuing her master's degree in midwifery while remaining fully engaged in clinical practice and education. In addition to her role as Academic/ Clinical Coordinator – West Coast and Co-Owner at

Heritage School of Midwifery, she serves families as a Licensed Midwife with the same passion that has defined her lifelong journey in maternal care. Alongside her professional commitments, Rose treasures her vocation as a full-time mother. She and her husband are raising and homeschooling their children—all of whom were born at home. When she is not working with students or supporting birthing families, Rose can be found enjoying nature, climbing trees, singing, playing guitar, reading, studying, and adventuring with her family.

Education: Diploma in Direct Entry Midwifery, Heritage School of Midwifery (2022); Associate of Arts, State College of Florida; Bachelor of Arts in Psychology with concentration in Nutrition

RTrombley@HeritageSchoolofMidwifery.com

Academic Director- West Coast, Core Faculty- HIS101, BIO112, MID202, MID203



Connie Mullen, CPM, LM, has been childbirth professional for over 34 years, including having a very successful private midwifery practice since 1995. For many years she was the only practicing home birth midwife in Palm Beach County. After graduating the South Florida School of Midwifery in 1990, Connie became a Florida Licensed Midwife, Certified Professional Midwife, Certified Childbirth Educator and an American Heart Association Basic Life Support Instructor. In addition, she holds certificates as a childbirth assistant, bereavement doula, breastfeeding specialist, and fitness instructor. She is a Regional Coordinator and teacher trainer with the Florida Outreach Childbirth Education Program, serves as a midwife preceptor for the Traditional School of Midwifery and served as a midwife preceptor for the Miami-Dade Community College Midwifery program. Connie has also given many presentations, lectures and has written or appeared in several magazine and newspaper articles and on television.

Education: Diploma in Midwifery, South Florida School of Midwifery (1990).

Connie@HeritageSchoolofMidwifery.com

Clinical Director – East Coast, Core Faculty- MID101, DOU101, Adjunct Faculty- MID103



Jordan Hall, LM, CPM is a graduate of the Florida School of Traditional Midwifery and holds deep roots within our community on the East Coast of Florida. Born and raised here, she has served families throughout the Treasure Coast starting in her early adulthood, first as a child educator and private caregiver and then as a doula. She learned the value of life-saving care at the early age of 17 when she became a lifeguard, and she learned the importance of emergent, acute care as a Nurse Assistant in her local hospital. She has been a Licensed Midwife since 2023 and has been attending home births for over eight years. Jordan became a midwife with the goal of supporting autonomy through education, respect for physiology, and compassionate, safe care. Her gentle nature and skillful hands make her a natural midwife. She finds inspiration in continuing her own education to better educate the wonderful midwives of the future. In her free time, Jordan enjoys placenta encapsulation, camping, foraging and wildcrafting, and working with herbs.

Education: Diploma in Midwifery, Florida School of Traditional Midwifery.

JHall@HeritageSchoolofMidwifery.com

Academic Director- East Coast, Core Faculty- LAC103, PED203



Sandra Lobaina LM, CPM, IBCLC, is a Licensed Midwife, Certified Professional Midwife, and International Board Certified Lactation Consultant with over 17 years of experience supporting mothers and families. Since completing her training at the International School of Midwifery in 2010, she has attended more than 1,200 births in roles ranging from observer and coach to primary midwife. A passionate advocate for maternal and infant health, Sandra is dedicated to empowering families through compassionate, culturally competent care. Sandra began her career serving with the Miami-Dade County WIC & Nutrition Program, where she provided individualized breastfeeding support for new mothers and gained insight into the cultural barriers that can impact breastfeeding success. As a Latina minority herself, she is deeply committed to addressing these challenges, educating her community, and creating safe, supportive spaces for families. Each year, she co-hosts The Big Latch On Miami alongside WIC and the Healthy Start Coalition of Miami-Dade County to promote World Breastfeeding Awareness. Sandra offers individualized services through her own practice, including childbirth education (in both English and Spanish), lactation consultations (in-office, at-home, and virtual), breastfeeding and pumping classes, and ongoing support groups. Previously, she co-founded and co-owned a birth center, but today her focus remains on providing personalized care that uplifts and supports families throughout their breastfeeding and parenting journeys. Above all, Sandra is a proud mother of two amazing boys who inspire her daily and fuel her mission to provide support, education, and encouragement to families in her community and beyond.

Education: Certificate in Midwifery, International School of Midwifery (2010); International Board Certified Lactation Consultant; Bachelor of Science in Midwifery (2026)

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Clinical Director – Central Florida



Melissa Conord-Morrow, LM, IBCLC has been working with women and families in the Central Florida area since 1995, fifteen of those years at the birth center when it was known as Labor of Love. She began as a mother reaching out to others, then as a Breastfeeding Peer Counselor at WIC and a Perinatal Educator and Doula, before completing her midwifery education at Miami Dade College. Melissa became a Licensed Midwife in 2004 and has spent the years since walking alongside families with skill, compassion, and a deep sense of calling. In 2013 she and her husband James purchased the birth center and renamed it Celebrate Birth, and now as the owner and lead midwife she is honored to carry on a legacy of care in the very place where her own midwifery journey began. In 2017, Melissa deepened her commitment to supporting families by becoming an International Board Certified Lactation Consultant (IBCLC), further expanding the care she offers during the tender postpartum journey. Personally, Melissa is a native of Florida, happily married with six beautiful children, four sweet grandsons, and three precious granddaughters. She is very involved with her church family and enjoys great food and local historical natural spaces.

Education: AS Degree, Miami Dade College; International Board Certified Lactation Consultant (2017).

MConord-Morrow@HeritageSchoolofMidwifery.com

Academic Director – Central Florida

TBD

Director of Policy & Legislative Affairs



Charlie Rae Young, LM, CPM, CLC is a graduate of the Florida School of Traditional Midwifery and Florida Licensed Midwife (MW276). A Florida native, Charlie was called to Midwifery after her own experience with the over-medicalized model of childbirth. She began her service as a doula by founding Barefoot Birth in 2008, and has worked as a strong advocate for better care for families alongside the Coalition for Improving Maternity Services, The Birth Survey, The Florida Council of Licensed Midwifery, and others. She has attended hundreds of births over the last 17 years, filling a niche with naturally-minded families as well as those who are often marginalized from conventional medical care due to social stigma. She has written for and been featured in SQUAT Birth Journal, Tampa Bay Times, Tampa Tribune, FOCUS Magazine, Radical Doula Blog, and been interviewed for the Tampa NBC Affiliate for her community projects The Barefoot Bus--a fully mobile prenatal care unit operating under the easy access model of care as well as her 501c3 The Community Roots Collective. Charlie's belief is that every family deserves safe and quality care, and hopes to continue to build stronger communities through beautiful births. When she's not midwifing you can find Charlie wrangling her two gals Elliot and Rainy, in a hot yoga class, hollerin on a bicycle, or probably floating in or on some body of water deep in the Florida wilderness. As HSM's Director of Policy & Legislative Affairs, Charlie leads the institution's advocacy before the Florida Legislature and state regulatory agencies, with initial priorities in professional liability insurance access for Licensed Midwives and statutory recognition of Certified Midwives in Florida.

Education: Diploma in Midwifery, Florida School of Traditional Midwifery.

CYoung@HeritageSchoolofMidwifery.com

Academic Mentor & Founder, Adjunct Faculty DOU101, NUT102



Kristin Schuchmann, LM, CPM a second-generation midwife, graduate of Commonsense Childbirth School of Midwifery, and a practicing home birth midwife in southwest Florida, is the founder of Heritage School of Midwifery and Natural Health Sciences. Kristin is also fulfilling a dream to see maternity care and birth outcomes improve globally as the founder and executive director of Charis Childbirth, Inc., an international school that trains childbirth professionals. Having benefitted from close relationships with respected, skilled midwives, including her own mother, Kristin finds great satisfaction in mentoring and passing along the knowledge, skill, and wisdom she has attained over the years. When she is not working, Kristin enjoys sitting on the beach, hiking in the mountains, singing, gardening, and preparing gourmet healthy meals. Kristin's greatest passion and love are for her family and she is thoroughly enjoying grandmother-hood.

Education: Diploma in Midwifery, Commonsense Childbirth School of Midwifery.

Kristin@HeritageSchoolofMidwifery.com

Clinical Mentor



Susan Oshel, LM, CPM is a Virginia licensed CPM who began attending births as a doula and midwife's assistant in 1977, and in 1981 attended her first

birth as a primary midwife. She grew up in Virginia Beach, VA and spent most of her adult life in Floyd County, VA, where she served the beautiful, rural, diverse mountain community as a traditional midwife. Along with a committed group of sister midwives, professionals and consumers, Susan successfully worked toward legalization of Certified Professional Midwives in Virginia. In 1999, Susan developed and launched her first midwifery academics course with great results. In addition to her expertise in women's health, reproduction, birth, lactation, infants and children, she has extensive education in herbs and nutrition. Susan has assisted over 1,000 births and continues serving families in SW Virginia. As the Director of Midwifery Studies for Charis Childbirth, an international school for midwives, Susan has provided education and consultation for midwives all over the world since 2006. Susan was also involved in analyzing midwifery statistics as a Midwives Alliance of North America (MANA) data reviewer and has reviewed over 25,000 birth forms to-date. Susan and David, her husband and high school sweetheart, currently live in Roanoke, VA. They have 4 grown children, seven grandchildren, and eleven great grandbabies. In her free time, she enjoys gardening, sewing, and graphic art. Susan@HeritageSchoolofMidwifery.com

Clinical Mentor



Tammy Verdegem LM, CPM is a Licensed Midwife and the owner of Abundant Life Birth Center on Florida's Treasure Coast. Her journey into midwifery began over 20 years ago, and since then she has devoted her career to serving families with safe, compassionate, and individualized maternity care. For more than 16 years, she has attended births full time, and for over 15 years she has owned and operated one of Florida's busiest home birth practices. Guided by the simple yet powerful vision of making safe, out-of-hospital birth options accessible, Tammy built her practice on the belief that every family deserves the opportunity to give birth in a loving and supportive environment. She is deeply committed to educating families on preventative health, and her care is rooted in evidence-based practices that prioritize both safety and empowerment. Her extensive experience and trusted track record speak to her unwavering dedication to the families and communities she serves. In addition to her role as Clinical Mentor at the Heritage School of Midwifery, Tammy continues to serve as Administrator and midwife at Abundant Life Birth Center. Beyond her professional work, she finds joy in family life with her husband with whom she shares the blessing of raising eight amazing children.

Education: Associate in Science in Midwifery, Miami Dade College (2002).

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Institutional Risk, Audit, & Compliance Officer, Core Faculty- COM101

Jordan Walker BA, JD Candidate serves as the Institutional Risk, Audit, & Compliance Officer for Heritage School of Midwifery. He earned his bachelor's degree in Philosophy from Florida Gulf Coast University and is currently in his second year of law school at Florida A&M University College of Law in Orlando, where he is pursuing his Juris Doctor. Before joining Heritage, Jordan worked with The Princeton Review, where he taught and prepared students for high-stakes exams such as the MCAT, LSAT, and GRE. His background in philosophy, education, and law has equipped him with exceptional analytical skills, meticulous attention to detail, and a comprehensive understanding of regulatory frameworks—qualities that are essential in overseeing institutional compliance, risk management, and audit processes. In his role, Jordan ensures that HSM maintains the highest standards of regulatory compliance, institutional integrity, and operational

accountability. He monitors adherence to state and federal regulations, conducts internal audits, identifies and mitigates institutional risks, and develops policies that protect both students and the institution. His legal training and philosophical approach to problem-solving enable him to navigate complex regulatory landscapes while maintaining HSM's commitment to educational excellence and ethical practice. Outside of his compliance and legal work, Jordan is known for his wit, curiosity, and love of learning. He brings a blend of professionalism, strategic thinking, and good humor to the Heritage community, making him not only a vigilant compliance officer but also a genuinely valued member of the team.

Education: Bachelor of Arts in Philosophy, Florida Gulf Coast University; Juris Doctor candidate, Florida A&M University College of Law.

InstitutionalRAC@HeritageSchoolofMidwifery.com

Institutional Effectiveness Officer



Murray Logan BA, JD Candidate is a third-generation Floridian with a deep commitment to education, critical thinking, and institutional excellence. He began his academic journey at Palm Beach State College, where he earned his Associate of Arts degree before transferring to the University of Florida, where he earned his Bachelor of Arts in Philosophy. Grounded in the analytical rigor of philosophical inquiry, Murray brings a thoughtful and systematic approach to his role as Institutional Effectiveness Officer, where he works to assess, improve, and advance organizational performance and outcomes. He is currently furthering his education by pursuing a Juris Doctorate at Florida A&M University College of Law, where he continues to build on his strong foundation in critical reasoning and ethical analysis. Murray's academic path reflects a lifelong dedication to learning and service, rooted in the state he has called home for generations.

Education: Associate of Arts, Palm Beach State College; Bachelor of Arts in Philosophy, University of Florida; Juris Doctor candidate, Florida A&M University College of Law.

InstitutionalEffectiveness@HeritageSchoolofMidwifery.com

Registrar (Interim)

Conner J. Trombley, MBA, MAcc, JD Candidate ***See full biography under Executive Director & Owner***

OfficeofRegistrar@HeritageSchoolofMidwifery.com

Admissions/ Student Services Officer

Kacey Dougan

Education: Bachelor of Art, Warner University kdougan@HeritageSchoolofMidwifery.com

Marketing Officer



Ashria Daskundu BS, JD Candidate serves as the Marketing Officer for Heritage School of Midwifery. She earned her Bachelor of Science in Health Sciences with concentrations in Health Management and Biological Sciences from the University of South Florida in 2023, where she also minored in Criminology. She is currently a second-year law student at Florida A&M University College of Law in Orlando, where she is pursuing her Juris Doctor. Ashria brings a unique combination of healthcare knowledge, legal acumen, and extensive leadership experience to her role at HSM. As Senate President for USF Student

Government, she led 47 Senators, managed a $300,000+ budget, and represented over 50,000 students across three campuses. Her experience includes legal internships with the State Attorney's Office for the 10th Judicial Circuit Court and a congressional internship with Congresswoman Kathy Castor's office, where she developed expertise in constituent relations, public representation, and strategic communication. In her role as Marketing Officer, Ashria develops and executes marketing strategies that effectively communicate HSM's mission and programs to prospective students, community partners, and stakeholders. Her experience in organizing large-scale events, managing public messaging, and building relationships with diverse audiences enables her to expand HSM's reach and visibility within the maternal healthcare community. With her dynamic blend of healthcare expertise, legal training, and proven leadership abilities, Ashria brings energy, professionalism, and strategic thinking to HSM's marketing efforts.

Education: Bachelor of Science in Health Sciences, University of South Florida (2023); Juris Doctor candidate, Florida A&M University College of Law.

Marketing@HeritageSchoolofMidwifery.com

Academic Dean (Interim) – BSM Program

Sandra Lobaina, LM, CPM, IBCLC, *See full biography under Academic Director – East Coast*

SandraL@HeritageSchoolofMidwifery.com

Co-Academic Deans (Interim) – AAS & CMHMA Programs

Connie Mullen, CPM, LM | Sandra Lobaina, LM, CPM, IBCLC *See full biographies under Academic Director – West Coast and Academic Director – East Coast* | Connie@HeritageSchoolofMidwifery.com |

SandraL@HeritageSchoolofMidwifery.com

Clinical Dean (Interim)

Jordan Hall, LM, CPM, *See full biography under Clinical Director – East Coast*
JHall@HeritageSchoolofMidwifery.com

Academic/ Clinical Coordinator- East Coast-

Vacant

ClinicCoordEC@HeritageSchoolofMidwifery.com

Academic Faculty

Core Faculty- BIO101, BIO101L



Dr. Danielle Dietrich DC, CACCP, is a Webster Certified Chiropractor with advanced training in maternal and reproductive health. Her clinical work focuses on supporting new and expectant mothers by addressing the unique effects of pregnancy-related hormonal changes, such as increased relaxin levels that can contribute to joint instability and discomfort. Graduated from Life University in with Doctor of Chiropractic Degree in 2017. Through specialized chiropractic techniques, she helps realign the spine and pelvis to promote joint stability, improve sleep quality, enhance pelvic floor function, support digestion, and foster overall well-being. In addition to her teaching role with the Heritage School of Midwifery, Dr. Dietrich maintains thriving practices in both Cape Coral and Fort Myers. Her team provides

a full spectrum of care, including in-home visits, pediatric chiropractic services, and specialized support for couples navigating fertility challenges. With her integrative approach and dedication to maternal health, Dr. Dietrich brings invaluable expertise and perspective to her students, enriching their educational journey and preparing them to better serve families in their future practices.

Education: Doctor of Chiropractic, Life University (2017); Certified by the Academy Council of Chiropractic Pediatrics (CACCP).

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Core Faculty- STA402



Debra C. Brown, MSN, APRN, FNP-BC is a board-certified Family Nurse Practitioner and nursing educator with a passion for preparing the next generation of healthcare professionals. She earned her Master of Science in Nursing (Family Nurse Practitioner) from Walden University, an Associate of Science in Nursing from Keiser University, and a Bachelor of Arts in Marketing from Marietta College. Debra serves as a Nursing Instructor and Clinical Instructor at Fortis Institute, where she delivers classroom, laboratory, simulation, and clinical instruction and mentors students through academic and clinical challenges. Her clinical background includes service as an Admissions Registered Nurse with VITAS Healthcare, where she was named Employee of the Year in 2024, and medical-surgical nursing roles at Cleveland Clinic Tradition Hospital and Sebastian River Medical Center. Before entering nursing, she spent fifteen years as Co-Owner, Corporate Officer, and Treasurer of a family construction business, bringing operational and leadership experience to her academic work. Debra holds ANCC Family Nurse Practitioner board certification and maintains Florida APRN and RN licensure. Her teaching bridges evidence-based practice with real-world application, with particular interest in women's health, maternal-child health, and family-centered care.

Education: Master of Science in Nursing (Family Nurse Practitioner), Walden University; Associate of Science in Nursing, Keiser University; Bachelor of Arts in Marketing, Marietta College.

DBrown@HeritageSchoolOfMidwifery.com

Core Faculty- COM401



Dr. Brianna Ladapo MLA, ND, CHC, DAIS is a Certified Naturopath, health and wellness coach, intuitive energetic healer, and author. She holds a Master of Liberal Arts from Harvard University and a Doctorate of Naturopathy from International School of Integrative Medicine. She is a Diplomate at the American Institute of Stress and holds professional memberships with the American Naturopathic Medical Association, the American Hypnosis Association, and the American Sports and Fitness Association. She is a frequent guest on television, radio, and podcasts, where she discusses integrative health, food as medicine, and the role of spirituality in trauma, healing, and wellness. Dr. Ladapo specializes in treating trauma-induced stress and works with nonprofit organizations to serve trafficked and exploited children. She maintains a private practice in Florida, where she lives with her husband and three sons.

Education: Master of Liberal Arts, Harvard University; Doctorate of Naturopathy, International School of Integrative Medicine.

BLadapo@HeritageSchoolOfMidwifery.com

Core Faculty- CUL405



Zulgeil "Zul" Ruiz-Ginés, MA, LM is a midwife, educator, and advocate for culturally safe midwifery care and education. She holds Licensed Midwife credentials in both California and Florida, serving in community birth settings. Born and raised on the island of Puerto Rico, she earned her Bachelor of Arts in Humanities from the University of Puerto Rico. Zul's journey into midwifery education began in Temixco, Mexico, where she spent nine months learning from an indigenous midwife who opened her vision, spirit, and heart to the world of midwifery. She is deeply committed to the education and training of midwives and to the recognition and sustainability of the profession. Her dedication has led her to roles including Midwifery Instructor in the Midwifery Program at Southwest Wisconsin Technical College and Midwifery Education Consultant, as well as founder of KIBI Consulting, Research and Education and One Million Midwives, and Executive Director of Commonsense Childbirth School of Midwifery, founded by Jennie Joseph — a national program providing quality, practical, culturally sensitive training and education integral to maternity health care systems in the United States. Zul is currently pursuing a master's degree in Applied Medical Anthropology at Oregon State University under the advisement of Dr. Melissa Cheyney, PhD, LDM; her research focuses on the growth and sustainability of accredited midwifery programs for community midwives in the United States.

Education: Bachelor of Arts in Humanities, University of Puerto Rico; Master of Arts in Applied Medical Anthropology, Oregon State University.

ZRuizGines@HeritageSchoolOfMidwifery.com

Core Faculty- PHA202



Camille M. Simon, PharmD is a pharmacist, educator, and advocate for patient-centered healthcare with more than a decade of experience in clinical and community pharmacy practice. A graduate of the Florida A&M University College of Pharmacy, Dr. Simon has built her career around helping people feel informed, empowered, and cared for — whether counseling patients at the bedside or advising healthcare staff. She currently serves as a Staff Pharmacist at Select Specialty Central Hospital and Walmart Pharmacy, and is known for her warm personality, collaborative spirit, and ability to make complex medical information easy to understand. Her clinical background spans critically ill inpatient care, medication therapy management, and patient education, with a strong focus on evidence-based practice. Dr. Simon's passion for maternal health grew through her own experience as a mother; during her last pregnancy she chose to work with a midwife, an experience that deeply shaped her view of holistic, relationship-centered care and inspired her interest in midwifery education.

Education: Doctor of Pharmacy, Florida A&M University College of Pharmacy.

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Core Faculty- ETH404



Meagan Vigo, JM is a legal scholar and healthcare regulatory professional currently pursuing her Juris Doctor at Florida A&M University College of Law in Orlando, where she serves as a Junior Editor of the FAMU Law Review and

as a Legal Research Teaching Assistant and ranks in the top ten percent of her class. She holds a Juris Master with a concentration in Healthcare Regulation from Florida State University College of Law and a Bachelor of Science in Paralegal Studies with a minor in Psychology from Nova Southeastern University. Meagan's professional experience spans corporate, healthcare, and public-sector settings. She served as a Corporate Summer Associate in Operations, Privacy, and Technology at AbbVie Inc., advising on the internal use of artificial intelligence and data, reviewing supply and service agreements, and assessing privacy risk. At NationsBenefits, LLC she advanced from Client Services Coordinator to Director of Executive Operations, supporting the CEO and COO, evaluating vendor contracts, completing enterprise cybersecurity assessments, and assisting in-house counsel with mergers and acquisitions. She began her legal career as a summer intern with the Palm Beach County State Attorney's Office. Meagan brings this combination of legal training and healthcare regulatory expertise to her teaching of ethics and human rights in global health.

Education: Juris Master with a concentration in Healthcare Regulation, Florida State University College of Law; Bachelor of Science in Paralegal Studies, Nova Southeastern University; Juris Doctor candidate, Florida A&M University College of Law.

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Core Faculty- PSY403



Laurie Silberstein CM, MS is a New York–licensed Certified Midwife and a member of the inaugural graduating class of Certified Midwives, having helped demonstrate that prior nursing licensure was not a prerequisite for success in midwifery education. She holds a Master of Science in Midwifery from Philadelphia University, a Certificate in Midwifery from SUNY Downstate, and a Bachelor of Arts in Psychology from Kent State University. Laurie brings over four decades of experience as a women's health practitioner, spanning full-scope midwifery, clinical informatics, expert medical-legal consultation, and higher education faculty. Her clinical career includes serving as Assistant Director of Midwifery at Brookdale University Hospital Medical Center in Brooklyn, where she led a large urban midwifery service, co-directed two New York State healthy family outreach programs, served as Principal Investigator for a Centering Pregnancy Research Grant, and developed protocols and policies across labor and delivery, ambulatory care, and the NICU. She also provided full-scope obstetrical and gynecological care — including care for high-risk patients, HIV-positive women, and underserved multicultural communities — at Maimonides Medical Center and Morris Heights Health Center in the Bronx, where she additionally served as a Clinical Informaticist, implementing and optimizing electronic health record systems. Her informatics expertise extends to senior analyst roles at Montefiore Medical System and the Medisys Health Network, where she led Epic EHR implementation projects across multiple hospital systems. Since 2020, Laurie has worked as an Expert Medical Legal Consultant, reviewing medical records, providing written affidavits, and offering expert testimony and legal consultation in women's health and midwifery matters. She currently serves as Adjunct Faculty in the Biology pre-med track at the University of Mount Saint Vincent and as a faculty instructor at the International Institute of Health Care Providers, where she teaches antepartum care, intrapartum management, newborn and postpartum care, midwifery fundamentals, and midwifery history. Based in Florida, Laurie is deeply committed to educating and mentoring the next generation of

midwifery professionals. Outside of her professional life, she is a potter, finding creativity and balance through the art of ceramics.

Education: Master of Science in Midwifery, Philadelphia University;

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Core Faculty- BIO406, RES102

Lauren Birch BSN, CNM (Inactive), MS is an experienced Certified Nurse-Midwife and Women's Health Nurse Practitioner with over two decades of diverse clinical and educational experience in obstetrics, gynecology, and women's health. She holds a Master of Science in Midwifery, an Advanced Certificate in Nurse-Midwifery, and a Bachelor of Science in Nursing, all from SUNY Downstate Medical Center in Brooklyn, New York. Lauren's clinical career spans hospital, clinic, and private practice settings across New York, Arizona, and Florida, including roles as a private practice midwife with The Horizon Group, an OB/GYN Nurse Practitioner at Middletown Community Health Center, and Women's Health Nurse Practitioner positions at Goodman and Partridge OB/GYN and Dr. Martin OB/GYN. Her clinical expertise encompasses comprehensive prenatal and postpartum care, gynecological procedures including colposcopy, sonohystogram, endometrial biopsy, family planning counseling, and etc. Lauren has a strong history of clinical education and mentorship, having served as a frequent preceptor for new hires and students across hospital, clinic, and private practice environments. At the Fashion Institute of Technology in New York, she conducted weekly women's health seminars for college students, developing and delivering curriculum covering gynecological care, contraception, and STD prevention. As Midwife and Clinic Director at The Floating Hospital, she developed obstetrical and gynecological care protocols for women's homeless shelters and led colleague education through seminars and written instruction. Lauren brings to Heritage School of Midwifery a deep commitment to the next generation of midwives, combining her broad clinical knowledge with a genuine passion for teaching, patient advocacy, and women's health education.

Education: Master of Science in Midwifery, Advanced Certificate in Nurse-Midwifery, and Bachelor of Science in Nursing, SUNY Downstate Medical Center.

LBirch@HeritageSchoolOfMidwifery.com

Core Faculty- BIO103, BIO103L



Jehmia Williams BS, LM, CPM is a Licensed Midwife and Certified Professional Midwife with a strong academic foundation and a passion for evidence-based maternal care. She holds a Bachelor of Science in Biology from Bethune-Cookman University and earned her CPM credential from the Florida School of Traditional Midwifery in Gainesville, Florida. Jehmia currently practices as a midwife at Gentle Birth OB/GYN in West Palm Beach, where she conducts comprehensive prenatal assessments, develops individualized care plans, collaborates with obstetricians and other healthcare providers to ensure safe and effective outcomes, and educates patients on pregnancy, childbirth, and newborn care. Prior to her clinical practice, she served as Office Manager at First Coast Midwifery in Jacksonville, where she supervised administrative staff, developed office policies and procedures, managed payroll, and oversaw daily operational functions. Her combined expertise in clinical midwifery and practice management brings a valuable, well-rounded perspective to her teaching at Heritage School of Midwifery. Jehmia is known for her

dedication, her ability to build lasting relationships with clients and colleagues, and her commitment to empowering families through informed and compassionate birth experiences.

Education: Bachelor of Science in Biology, Bethune-Cookman University; Certified Professional Midwife credential, Florida School of Traditional Midwifery.

JWilliams@HeritageSchoolOfMidwifery.com

Core Faculty- MID101, DOU101



Michele "Freya" D'Angelo LM, LPN, is a midwife, nurse, doula, massage therapist, and herbalist with over 20 years of experience in holistic, family-centered maternity care. Their professional focus is grounded in physiologic birth, respectful care, and informed choice, shaped by extensive clinical experience and personal childbearing experiences as a parent and grandparent. Graduated from Florida School of Traditional Midwifery in 2017 with a Diploma in Direct Entry Midwifery. Licensed in Florida as an LPN, and LM Freya has provided care across the lifespan and brings this broad clinical foundation to midwifery practice. Birth experience includes birth center, home, hospital, and cesarean births (as support) Freya has specialized training in prenatal, postpartum, and intrapartum bodywork and developed a prenatal massage curriculum used by massage schools throughout New Jersey. Freya integrates evidence-based practice with traditional and holistic modalities to support safe, individualized midwifery care.

Education: Certificate in Midwifery, Florida School of Traditional Midwifery (2017); Certificate in Vocational Nursing, Vista College (2009); Certificate in Massage Therapy, Academy of Massage Therapy (2001).

MD'Angelo@HeritageSchoolOfMidwifery.com

Core Faculty- MID102, BIO101L



Karina Aguirre, LM, CPM is a Florida native from Jupiter with an amazing and supportive family. She is also a graduate of Heritage School of Midwifery, earned her Diploma in 3-Year Direct Entry Midwifery in 2021. At a young age Karina knew she wanted to deliver babies. After doing tons of research, she found midwifery and fell in love with home birth. Jumping straight into the birth world, she started midwifery school at Heritage School of Midwifery and started an apprenticeship with the incredible midwives at Abundant Life Birth Center. Karina stayed in the treasure coast area serving as a compassionate and dedicated midwife committed to providing personalized and holistic care to expectant mothers and their families. Karina has supported countless women through the journey of pregnancy, childbirth, and beyond. Known for her gentle demeanor and unwavering support, Karina creates a safe and nurturing environment where mothers feel empowered to make informed decisions about their care. Karina is not only a midwife but also a home visitor for Martin County Healthy Start serving the community in a different way with a deep understanding of the physiological and emotional aspects of childbirth, offering personalized guidance and support tailored to each woman's unique needs. She is committed to providing compassionate care that honors the sacred journey of bringing new life into the world.

Education: Diploma in 3-Year Direct Entry Midwifery, Heritage School of Midwifery (2021).
kaguirre@HeritageSchoolofMidwifery.com

Adjunct Faculty



Metta Weaver, MSN, DNP, CNM, has been a home birth and birth center nurse midwife and has provided full-scope reproductive healthcare since 2016. Metta is a graduate of Frontier Nursing University, graduating with a Master of Science in Nursing in 2016, completing a Post-Graduate Women's Health Care Nurse Practitioner Certification in 2021, and a Doctorate of Nursing Practice in 2022. Metta is the medical director of Hillside Midwifery, a home birth practice in Boise, Idaho. She spends time working with a group of midwives in Oaxaca, Mexico, to provide humanitarian aid and prenatal care to migrant families. Metta enjoys mentoring, training, and being a supporting ally to midwifery students. In her spare time, she enjoys spending time with family, visiting hot springs, learning how to speak Spanish, and traveling. MettaW@HeritageSchoolofMidwifery.com

Education: Master of Science in Nursing (2016), Post-Graduate Women's Health Care Nurse Practitioner Certification (2021), and Doctor of Nursing Practice (2022), Frontier Nursing University.

Core Faculty- MID201



Cecilia "Betty" Bilbao, LM, IBCLC is a midwife and International Board-Certified Lactation Consultant dedicated to supporting families through pregnancy, birth, and breastfeeding. Born in Cuba, she is bilingual in English and Spanish and is passionate about providing culturally responsive, compassionate maternity care. She is also committed to educating and mentoring future midwives, integrating physiologic birth principles and evidence-based practice into both clinical care and student training. Outside of her professional work, Cecilia enjoys arts and crafts, reading, and staying active through regular workouts.

Education: Bachelor of Science in Maternal and Child Health, Union Institute & University, Cincinnati, Ohio (2019); Associate in Science in Midwifery, Miami Dade College (1999); International Board Certified Lactation Consultant.

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Core Faculty- MID301

Dr. Hailin Wu, PhD, MD (China), DAOM, A.P. is a specialist in health issues related to women. She received her medical degree in China and earned a Bachelor of Science in Nutrition, a Master of Science, a Doctor of Acupuncture and Oriental Medicine, and a Doctor of Philosophy in the United States. Trained in both Oriental and Western medicine, she brings over thirty years of clinical practice, teaching, and research experience from prestigious hospitals in China and the United States. Dr. Wu specializes in women's health through Traditional Chinese Medicine as well as Western obstetrics and gynecology, and has successfully treated more than a thousand patients by integrating the two traditions. Her other specialties include infertility, pain management, oncology, and preventive medicine; in China she practiced as a gynecological and obstetric surgeon. Dr. Wu currently serves as Vice President at East West College of Natural Medicine and has previously held positions as Professor, Director, and Dean, teaching in both Traditional Chinese and Western medicine. She has published several papers and books on acupuncture, obstetrics and gynecology in preventive medicine, and the pedagogy of anatomy instruction in medical education.

Education: Doctor of Philosophy, University of Science, Arts & Technology, Montserrat (2019); Doctor of Acupuncture and Oriental Medicine, Midwest College, Chicago (2010); Bachelor of Science in Nutrition, Midwest College, Chicago (2006); Master of Science in Computer Science, DePaul University, Chicago (2003); Doctor of Medicine, Shandong Second Medical University, China (1983).

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Core Faculty- MID211

Mary Rainer, LM, CPM is a Florida Licensed Midwife and Certified Professional Midwife with fourteen years of experience in full-scope community midwifery. She practices at Birth Blossoms in Fort Pierce, Florida, a home birth practice providing prenatal, labor and birth, postpartum, and newborn care to families throughout the Treasure Coast. In addition to teaching Midwifery Skills IV at Heritage School of Midwifery, Mary serves as an HSM clinical preceptor, and Birth Blossoms is an HSM clinical affiliate site where students gain supervised, hands-on experience in community birth.

MRainer@HeritageSchoolofMidwifery.com

Core Faculty- WEL407

Victoria Gordon, RN, MSN, CNM is a Certified Nurse-Midwife, educator, and healthcare innovator with a proven record of building maternal care systems in underserved areas. She is the founder and Program Director of Midwife ME, Ltd. d/b/a Red Moon Midwifery, one of the only CNM-led, insurance-accepting home birth practices in Florida and South Georgia, where she designed a mobile and clinic-based care model serving rural South Georgia and North Florida and created co-management pathways with maternal-fetal medicine, cardiology, and hospital-based OB/GYNs for high-risk clients. Her clinical career includes hospital-based high-risk midwifery with Gynecology and Obstetrics Associates of Tallahassee and the Primary Care of Southwest Georgia Midwifery Center, as well as earlier nursing service in pediatric, neonatal, and intensive care at Children's Healthcare of Atlanta and South Georgia Medical Center. From 2019 to 2022 she served as Nursing Faculty at Valdosta State University, where she developed and conducted obstetric simulations and precepted nurse practitioner students in women's health. Victoria is a dedicated advocate for maternal health policy: she served on the Board of the Georgia Nurses Association as Legislative Director and Advanced Practice Nursing Director and as Legislative Chairperson of the ACNM Georgia Affiliate, and she currently serves on the MSN Program Advisory Board at Morehouse School of Medicine, the Georgia Health Initiative's Maternal Health Vitality Committee, the ACNM Home Birth Clinical Bulletin workgroup, and the Georgia Perinatal Quality Collaborative Cardiac Workgroup.

Education: Master of Science in Nursing (Nurse-Midwifery), Frontier Nursing University (2018); Bachelor of Science in Nursing, Chamberlain University (2013); Associate of Science in Nursing, Georgia Perimeter College (2011).

VGordon@HeritageSchoolofMidwifery.com

Adjunct Faculty- MID101, DOU101 (Skills Intensive)

Nicolle Arendt, LM is a Florida Licensed Midwife and the owner of Mother of Thousands Midwifery, a home birth practice in Orlando, where she provides preconception, prenatal, labor and birth, postpartum, and newborn care and precepts student midwives. Before opening her practice, she served at Sweet Child O' Mine Birth Center, first as a birth

assistant and then as a Licensed Midwife in a busy group practice, where she also trained birth assistants and managed the practice's chart reviews and statistics. Nicolle has served as Clinical Consultant to the Central Florida Birth Network, creating the framework for the organization's standard operating procedures, and as a Senior Advisory Board Member for Project Teenbirth. She has supported Central Florida families as a postpartum doula since 2021 and organizes emergency birth skills training for minority community birthworkers. Her additional training includes Breech Without Borders, Spinning Babies Resolving Shoulder Dystocia, and Pregnancy and Infant Loss Advocate Training, and she is a recipient of NACPM's Bigger Table Fund Scholarship. Nicolle is committed to giving students clear, knowledgeable instruction in a safe and supportive learning environment.

Education: Diploma in Direct-Entry Midwifery, Florida School of Traditional Midwifery (2022); Bachelor of Science in Health Sciences, University of Central Florida (2017).

Credentials

Heritage School of Midwifery is licensed by the Florida Commission for Independent Education, License No. 5610. Additional information regarding this institution may be obtained by contacting the commission at:

325 West Gaines St., Suite 1414

Tallahassee, FL 32399-0400

Toll free: (888) 224 – 6684 http://www.fldoe.org/cie/

Midwives are regulated by the Florida Department of Health, Council of Licensed Midwifery.

Licensed Midwives (LM) are licensed by the Florida Council of Licensed Midwifery LMs provide maternity care within Florida. The Department of Health can be contacted at:

4052 Bald Cypress Way, Bin #C06

Tallahassee, FL 32399-3256 www.floridahealth.gov/

Certified Professional Midwives (CPM) are certified by the North American Registry of Midwives. CPMs can practice midwifery in other states that recognize CPM certification. State regulations vary, and it is up to the midwife to determine the state's requirements and regulations before practicing. NARM can be contacted at:

5257 Rosestone Dr.

Lilburn, GA 30047 www.NARM.org"

Location and Facilities

2575 N. Toledo Blade Blvd. #3

Phone#: 941-423-4376

North Port, FL 34289

Office hours: Fridays & Saturdays 9:00 AM to 4:00 PM

Conveniently situated on Toledo Blade Boulevard in North Port, Heritage School of Midwifery (HSM) is just minutes from the interstate and easily accessible for students

throughout the region. The campus has been thoughtfully designed to foster an engaging and effective learning experience.

The main facility spans 2,000 sq. ft. and is shared with LifeSong Midwifery. It features two active-learning classrooms equipped with anatomical models and current medical equipment, two exam rooms available for hands-on clinical practice, a quiet library for independent study, and a small kitchen for students who bring their lunch. The facility is fully compliant with all local health and safety standards — documentation is available upon request at the administrative office.

HSM also occupies an additional 1,000 sq. ft. of dedicated space in the adjoining suite. This exclusive HSM area includes three classrooms, a kitchenette, a private office, a welcoming lobby, and an additional bathroom. Together, these connected spaces give Heritage students access to a well-rounded, professional environment built to support both their academic and clinical development.

Classes are delivered through a residential; blended model combining asynchronous online coursework, in-person skills intensives, and preceptor-based clinical experiences. Students may also attend synchronous virtual sessions via Microsoft Teams when scheduled.

Student Services

HSM provides ongoing support to ensure our students' success. Please contact the appropriate staff member for assistance with the following:

Clinical Mentor

The Clinical Mentor provides one-on-one support to students navigating the clinical training environment. Drawing from direct midwifery practice experience, the Clinical Mentor serves as a bridge between classroom learning and real-world birth work, helping students build confidence, process their clinical experiences, and stay on track toward their clinical requirements.

Services include:

- **Skill Development Support:** Offers guidance on hands-on clinical techniques, assists students in identifying areas for growth, and helps bridge gaps between didactic knowledge and practical application.
- **Birth Experience Processing:** Provides a safe space for students to debrief difficult, complex, or emotionally significant birth experiences, including fetal loss, emergency transfers, and unexpected outcomes.
- **Clinical Milestone Planning:** Helps students map out a realistic plan for meeting clinical hour and experience requirements, particularly for students who are behind or approaching program milestones.
- **Preceptor Relationship Support:** Offers coaching on professional communication and expectations when challenges arise at the clinical site.
- **Encouragement and Accountability:** Maintains regular touchpoints with assigned students to track progress, celebrate growth, and address concerns before they escalate.

Academic Mentor

The Academic Mentor provides individualized academic support to students who need additional guidance outside of the classroom. The Academic Mentor works alongside faculty

and the Academic Director to help students succeed in their coursework and maintain the academic standing required for continued enrollment. **Services include:**

- **Coursework Assistance:** Helps students understand difficult course material, break down complex concepts, and approach assignments with clarity and confidence.
- **Study Skills and Time Management:** Works with students to develop effective study strategies, organizational systems, and time management skills suited to the demands of a hybrid midwifery program.
- **Academic Recovery Support:** Assists students who have received an Academic Warning or are on Academic Probation in creating a structured plan to improve their GPA and course completion rate.
- **Writing and Research Guidance:** Provides feedback on written assignments, helps students improve research skills, and reinforces proper citation and academic integrity practices.
- **Exam Preparation:** Supports students preparing for in-course assessments, Skills Day evaluations, and the NARM exam through review sessions and practice strategies.

Student Services Officer

The Student Services Officer provides general support and helps students connect with available academic and institutional resources.

Services include:

- **Registration Support:** Help with application, enrollment, and class registration.
- **Financial Counseling:** Assistance with budgeting and identifying financial support options.
- **General Information:** Help with understanding school policies, class requirements, and institutional procedures.
- **Tutoring Coordination:** Help locating academic support when needed.
- **Student Counseling Referrals**: If a student needs counseling we will provide a list of available counseling options.

Academic Dean

The Academic Dean provides leadership and oversight for academic programs, ensuring quality, integrity, and compliance with accreditation standards.

Services include:

- **Academic Advising:** Assistance with course selection, understanding grade requirements, and transferring credits.
- **Academic Dispute Resolution:** Support with grade appeals and academic concerns.
- **Curriculum Guidance:** Information on academic progress, policies, and graduation requirements.

Clinical Dean

The Clinical Dean oversees all clinical training programs and maintains high standards for student learning and performance in the clinical setting.

Services include:

- **Oversight of Clinical Placement:** Ensures students are matched with qualified preceptors and clinical sites.

- **Clinical Performance Review:** Monitors student progress and supports readiness for graduation.
- **Dispute Resolution:** Provides support in resolving clinical performance concerns or conflicts.
- **Remediation Planning:** Assists students in identifying and addressing clinical skill gaps.

Clinical Director – East Coast

The Clinical Director – East Coast supports students assigned to clinical sites on the East Coast.

Services include:

- **Clinical Competency Evaluation:** Tracks and reviews students' development of clinical skills.
- **Student Coaching:** Offers guidance in hands-on clinical techniques and patient care.
- **Preceptor Interaction Support:** Helps students build productive working relationships with their preceptors.
- **Graduation Preparation:** Assists with final clinical evaluations and progress toward clinical requirements.

Clinical Director – West Coast

The Clinical Director – West Coast supports students assigned to clinical sites on the West Coast.

Services include:

- **Clinical Competency Evaluation:** Tracks and reviews students' development of clinical skills.
- **Student Coaching:** Offers guidance in hands-on clinical techniques and patient care.
- **Preceptor Interaction Support:** Helps students build productive working relationships with their preceptors.
- **Graduation Preparation:** Assists with final clinical evaluations and progress toward clinical requirements.

Clinical Director – Central Florida

The Clinical Director – Central Florida supports students assigned to clinical sites in the Central Florida region.

Services include:

- **Clinical Competency Evaluation:** Tracks and reviews students' development of clinical skills.
- **Student Coaching:** Offers guidance in hands-on clinical techniques and patient care.
- **Preceptor Interaction Support:** Helps students build productive working relationships with their preceptors.
- **Graduation Preparation:** Assists with final clinical evaluations and progress toward clinical requirements.

Academic/Clinical Coordinator – East Coast

The Academic/Clinical Coordinator – East Coast provides additional support to students located at East Coast clinical sites.

Services include:

- **Academic Coaching:** Helps students understand academic requirements and stay on track.
- **Clinical Skill Support:** Offers guidance for skill development during clinical training.
- **Progress Monitoring:** Supports students in meeting clinical and academic benchmarks.
- **Student Advising:** Assists students with questions and concerns related to coursework or clinical assignments.
- **Preparation for NARM Exam/Application**: includes advice on the process and timing of submitting NARM requirements, the costs involved, and studying for the exam.
- **Job Placement Assistance**[3]: Once a student has graduated, HSM will help the student find local birth centers, or give advice on starting their own practice.
- **Personal Counseling:** If a student needs help coping with personal or clinical experiences related to midwifery/childbirth.

Academic/Clinical Coordinator – West Coast

The Academic/Clinical Coordinator – West Coast provides additional support to students located at West Coast clinical sites.

Services include:

- **Academic Coaching:** Helps students understand academic requirements and stay on track.
- **Clinical Skill Support:** Offers guidance for skill development during clinical training.
- **Progress Monitoring:** Supports students in meeting clinical and academic benchmarks.
- **Student Advising:** Assists students with questions and concerns related to coursework or clinical assignments.
- **Preparation for NARM Exam/Application**: includes advice on the process and timing of submitting NARM requirements, the costs involved, and studying for the exam.
- **Job Placement Assistance**[4]: Once a student has graduated, HSM will help the student find local birth centers, or give advice on starting their own practice.
- **Personal Counseling:** If a student needs help coping with personal or clinical experiences related to midwifery/childbirth.

Registrar

The Registrar is responsible for managing student academic records and ensuring proper enrollment processes.

Services include:

- **Academic Records Management:** Maintenance of transcripts and course completion records.
- **Enrollment and Registration Support:** Assistance with class schedules and registration procedures.
- **Compliance Support:** Ensures student data aligns with FERPA and accreditation requirements.
- **Record Requests:** Processes transcript requests and provides verification of enrollment or graduation.

Admissions and Student Services Officer

[3]HSM cannot guarantee employment.

[4]HSM cannot guarantee employment.

The Admissions and Student Services Officer oversees the admissions process and coordinates student support services to ensure a smooth experience from first inquiry through graduation.

Services include:

- **Admissions Oversight:** Manages the application review process, interview coordination, and enrollment decisions.
- **Student Onboarding:** Coordinates orientation, ensures incoming students have the resources needed to begin their program successfully.
- **Student Support Coordination:** Serves as a central resource connecting students with academic, clinical, and financial support services.
- **Policy Guidance:** Provides guidance on institutional policies, student rights, and complaint procedures.
- **Compliance:** Ensures admissions and student services processes align with applicable state regulations and institutional standards.
- Contact: KDougan@HeritageSchoolofMidwifery.com

Administrative Coordinator

The Administrative Coordinator provides general administrative support to students, faculty, and staff, and serves as a key point of contact for day-to-day operational needs.

Services include:

- **General Administrative Support:** Assists with scheduling, correspondence, and day-to-day office operations.
- **Financial Administration:** Supports bookkeeping, payment processing, and financial record management.
- **Student Assistance:** Helps students navigate administrative processes such as enrollment documentation and payment coordination.
- **Records and Communications:** Maintains accurate institutional records and supports internal and external communications.
- **Contact:** AAlter@HeritageSchoolofMidwifery.com

Disability Resource Coordinator

The Disability Resource Coordinator is HSM's primary point of contact for students with disabilities, managing the accommodations process and connecting students with available support resources.

Services include:

- **Accommodation Planning:** Works with students to establish individualized academic accommodation plans based on documented disability needs.
- **Faculty and Site Coordination:** Coordinates approved accommodations with faculty and clinical preceptors as needed.
- **Vocational Rehabilitation (VR) Liaison:** Guides eligible students through the Florida Department of Education VR application process, which may cover tuition, fees, and other educational costs.
- **Confidentiality:** Maintains all disability-related documentation in separate, secure files in accordance with FERPA and applicable law.
- **Contact:** Contact the Student Services Officer to be connected with the Disability Resource Coordinator.

IT Help Desk

The IT Help Desk provides 24/7 technical support for all HSM technology platforms, including Moodle, Microsoft 365, LIRN Library, Typhon, and the HSM Student Portal.
Services include:

- **Platform Support:** Assists with login issues, access problems, and technical errors across all HSM systems.
- **Moodle and Course Access:** Helps resolve issues with course shells, assignment submission, and grade access.
- **Microsoft 365 Support:** Assists with Heritage email, Teams, OneDrive, and other Microsoft 365 applications.
- **Typhon Support:** Coordinates with the Clinical Coordinator to resolve clinical documentation access issues.
- **Availability:** Available 24 hours a day, 7 days a week, including weekends and holidays.
- **Contact:** IT@heritageschoolofmidwifery.com | Help Desk Portal: heritageschoolofmidwifery.org/local/helpdesk/

Student Surveys and Program Effectiveness

HSM uses surveys to evaluate and improve its programs. Near the end of each term, every enrolled student receives the Student Program Satisfaction Survey, which asks about instruction, educational resources, administrative and student services, and (for CMHMA and AAS students) clinical experiences. Each preceptor completes an External Clinical Affiliate Survey for each student supervised during the term, and graduates and employers are surveyed after program completion. Each person receives a personal survey link, individual responses are kept confidential, and results are reported in aggregate and used in each program's annual Program Effectiveness Plan.

Academics

Certificate in Maternal Health Medical Assisting (CMHMA)

Prerequisites for Admission

Prior to enrollment, students must:

- Be 18 years of age or older on the first day of the term in which the student enrolls
- Hold a high school diploma or GED
- Have taken and received a passing grade in a 3-credit college-level Math course AND a 3-credit college-level English course, OR demonstrate competency by passing the CLEP with a minimum score of 50 in Math and English
- Obtain CPR for healthcare professionals certification (hands-on; American Heart Association or Red Cross only)
- Obtain NRP (Neonatal Resuscitation Program) certification (hands-on; American Academy of Pediatrics only)

Application and Enrollment

Prospective students must:

- Submit a completed application including:

    - Birth Certificate or Driver's License
    - High School Diploma or transcripts
    - Applicants who hold an associate degree or higher submit a signed and dated High School Graduation Attestation (name of high school, city, state, and year of graduation) in place of high school transcripts
    - Current (as of first day of school) NRP and CPR certifications
    - Immunization records or signed immunization waiver
    - Current physical health form (including request for any disability accommodations)
    - Typed 500-word essay titled "Why I Want to be in Maternal Healthcare Field"
    - Submit 1 professional and 2 personal references
- Submit $150 application fee (non-refundable)
- Complete an interview with our admissions committee

Upon acceptance, students must sign an Enrollment Agreement and submit an enrollment fee of $100, then attend mandatory orientation.

Application Review

Applicants are evaluated on:

- Strong verbal/written communication skills
- Ability to perform physical requirements of assisting in maternal health care
- Reliable transportation and flexibility for externship placements
- Professional demeanor and stress management skills
- Demonstrated interest or experience in healthcare

Associate of Applied Science in Direct Entry Midwifery (AAS)

Prerequisites for Admission

In accordance with Florida Statute 467 (F.S.467) & HSM Policies, prior to enrollment, matriculating students[5] need to:

- Be 18 years of age or older on the first day of the term in which the student enrolls
- Hold a high school diploma or GED
- Have taken and received a passing grade in a college-level Math class worth 3 credits AND a college-level English class worth 3 credits OR Demonstrate competency by passing the College Level Equivalent Proficiency (CLEP) (A minimum score of 50 is required for both the Math and English sections) OR Demonstrate competency by successfully passing the **HSM College-Level English Competency Oral Exam** (meets the requirement for **College-Level English – 3 credit prerequisite**).
- Have taken and received a passing grade in college-level Anatomy and Physiology I with Lab worth 4 credits prior to enrollment. Anatomy and Physiology II with Lab worth 4 credits may be completed concurrently with the student's first term of enrollment, provided Anatomy and Physiology I with Lab has been completed with a passing grade before the term begins. Anatomy and Physiology II with Lab must be completed with a passing grade by the end of that first term; students who do not may not progress to the following term.

[5]Some of the pre-requisites and/or essay may be waived for audit or non-matriculating students on a case-by-case basis. Not all classes are available to audit and non-matriculating students.

- Obtain CPR for healthcare professionals' certification. This must be a hands-on course. Online-only courses will not count. Must be through either the American Heart Association or the Red Cross.
- Obtain NRP (Neonatal Resuscitation) certification. This must be a hands-on course. Online-only courses will not count. Must be through the American Academy of Pediatrics.

Application and Enrollment

Prospective students must:

- Submit a completed application including the following:
  - Birth Certificate or Driver's License
  - High School Diploma or transcripts *High school transcripts are **not required** if the applicant holds an earned AA, AS, Bachelor's, or higher degree from a U.S.-accredited institution.*
  - Applicants who hold an associate degree or higher submit a signed and dated High School Graduation Attestation (name of high school, city, state, and year of graduation) in place of high school transcripts
  - College transcripts
  - Current (as of first day of school) NRP and CPR certifications.
  - Immunization records and/or signed immunization waiver
  - Current physical health form (including request for any disability accommodations)
  - Typed 600-700-word essay titled "Why I Want to be a Midwife"
  - Submit 1 professional and 2 personal references
- Submit a $150 application fee (non-refundable)
- Complete an interview with our admissions committee

Application Review

The practice of midwifery is very rewarding, but also rigorous and time intensive. The application process is designed to help prospective students evaluate their own ability and dedication to becoming a midwife. HSM treats all applicants and students fairly. During the application and interview process applicants are evaluated on the following and are met with reasonable accommodations:

- Strong verbal and written communication skills
- Capability of performing the physical requirements necessary to practice midwifery which include adequate sensory and motor systems
- Reliable transportation and willingness to travel to clinical sites
- Prepared to devote the time and energy required on a clinical site, including the willingness to be on call to attend births
- Fluency in English, currently classes are only offered in the English language
- Has knowledge of or experience in birth or health care setting
- The ability to handle stressful situations, make quick informed decisions, and remain professional
- Solid plan to cover the cost of midwifery school

Space is limited and priority will be given to full-time matriculating students.

Upon acceptance, students must submit a $100 enrollment fee. New students will meet with the Clinical Coordinator to start the clinical placement process. Before classes begin, there will be a mandatory orientation.

Bachelor of Science in Midwifery (BSM)

Prerequisites for Admission

Applicants must:

- Be 18 years of age or older on the first day of the term in which the student enrolls
- Hold a qualifying diploma/associate degree in Midwifery (Diploma, AS, AAS, or OAS) or equivalent
- Hold current or have held LM and/or CPM credential
- Provide high school diploma, GED, or attestation

Application and Enrollment

Prospective BSM students must:

- Submit a completed application with:
  - Proof of identity (birth certificate or driver's license)
  - College transcripts and high school diploma
  - Applicants who hold an associate degree or higher submit a signed and dated High School Graduation Attestation (name of high school, city, state, and year of graduation) in place of high school transcripts
  - Proof of midwifery credential (LM or CPM)
  - Transcripts verifying diploma/associate midwifery program completion or equivalent
  - Typed essay (800–1000 words) titled "Bridging Practice and Purpose: My Journey in Midwifery and Aspirations for the Future"
  - One (1) professional and two (2) personal references
- Submit $150 application fee (non-refundable)
- Complete admissions interview with faculty

Upon acceptance, students must submit a $100 enrollment fee and complete orientation.

Application Review

Applicants are evaluated on:

- Academic preparedness for upper-division work
- Written and verbal communication skills
- Prior professional practice experience
- Leadership potential in maternal health and midwifery care

Hybrid/Virtual Classes

Heritage School of Midwifery (HSM) offers a hybrid distance learning option for theory courses. Students may attend these specific courses virtually via **Microsoft Teams** for synchronous learning or access course materials asynchronously through **Moodle LMS**, our learning management system.

Virtual Learning Options:

- **Synchronous Learning**: Live instruction with the teacher and students present in a virtual classroom via Microsoft Teams.
- **Asynchronous Learning**: Course materials, assignments, and resources will be available through Moodle LMS, allowing students to engage in coursework on their own schedule while meeting assignment deadlines.

Remote Attendance Requirements:

To qualify for remote attendance, students must meet the following criteria:

- **Technology Requirements**:
  - Access to a computer (laptop preferred) with audio and a webcam.
  - Reliable internet connection (minimum **3 Mbps DSL**, preferably **50 Mbps high-speed internet**).
- **Technical Skills**:
  - Ability to navigate Microsoft 365, email, and a word processing program.
  - Willingness to learn and use Moodle LMS and other school-required programs.
- **Virtual Classroom Conduct**:
  - Students must be **on time** and **fully present** in the Teams meeting.
  - Participation must take place in a **quiet, distraction-free environment**.
  - Students **cannot** attend class while driving or in an unsuitable learning environment; if this occurs, they may be asked to leave the virtual classroom.

These technology requirements apply to all distance education coursework, including synchronous Microsoft Teams sessions and the asynchronous Moodle coursework that makes up the fully online Bachelor of Science in Midwifery.

Distance Education Readiness Assessment

Before enrollment, HSM assesses whether each applicant has the skills and competencies to succeed in distance education. During the admissions interview, the interviewer — the Admissions and Student Services Officer for CMHMA and AAS applicants, and the faculty interviewer for BSM applicants — reviews the applicant's computer and internet access and experience with email, Microsoft 365, uploading files, and video conferencing, and records the result in the applicant file. Applicants who need support are scheduled for Moodle and Microsoft 365 training during orientation and referred to the IT Help Desk.

HSM Discrimination Policy

HSM does not discriminate based on age, color, disability, gender, marital status, national and ethnic origin, race, religion, or sexual orientation; HSM grants to all the activities, privileges, programs, and rights generally accorded or made available to any members of the organization.

Transferability of Credits

Academic Directors review initial transcripts for transfer credit. Students who would like an additional review may request a **Credit Transfer Review** at least **four weeks prior to course registration** by submitting the following to the **Academic Director**:

- **Credit Transfer Review Form**
- **Transcripts** showing the credits earned
- **Course syllabi and descriptions** for evaluation

Credits will be reviewed to determine whether they align closely enough with HSM's curriculum for transfer. In some cases, courses must have been completed within the **last 3–5 years** to qualify. A minimum grade of **C or higher** is required for transferred credits. Students will be notified of credit transferability **at least one week before the start of classes**.

HSM accepts credit from the following sources:

- **Accredited college or university courses**
- **ACE (American Council on Education) credits**
- **CLEP (College-Level Examination Program)**
- **Sophia Learning courses**
- **Advanced Placement (AP) exams**
- **StraighterLine courses**
- **AICE (Advanced International Certificate of Education) credits**
- **IB (International Baccalaureate) credits**

Credit from vocational/career colleges, trade schools, and other non-accredited training may also be considered on a case-by-case basis, subject to individual review and evaluation by a qualified transcript evaluator. Because these sources are not covered by standard articulation or accreditation-based acceptance, applicants should expect that additional documentation may be requested, including detailed course outcomes, contact/clock hours, competencies demonstrated, and evidence of the instructor's qualifications. The transcript evaluator will determine whether the training demonstrates learning outcomes substantially equivalent to the corresponding HSM course. Acceptance is not guaranteed, and the evaluator's determination is final.

Foreign Education Equivalency

Credits and credentials earned outside the United States and its territories are accepted for transfer only when supported by a course-by-course foreign education equivalency evaluation prepared by a credential evaluation service that is a current member of the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators (AICE). The evaluation must establish that the coursework is equivalent to study at a regionally or nationally accredited United States institution and must state the U.S. semester-credit equivalent and grade for each course.

The student is responsible for requesting the evaluation and for any cost associated with it, and must have the evaluation sent directly to HSM; students may submit transcripts. Transcripts and supporting documents issued in a language other than English must be accompanied by a certified English translation. The same standards applied to domestic transfer credit — curricular alignment, recency, and a minimum grade of C — apply to evaluated foreign coursework. Applicants presenting a secondary school credential earned outside the United States must likewise provide an equivalency evaluation establishing that the credential is equivalent to a United States high school diploma.

Certificate in Maternal Health Medical Assisting (CMHMA) Transfer Credit Policy

As per **Florida law**, Students must complete at least **25%** of the CMHMA program at the Heritage School of Midwifery.

Associate of Applied Science in Direct Entry Midwifery (AAS) Transfer Credit Policy

As per **Florida law**, transferred credits cannot reduce a student's time at HSM to **less than two years**. The maximum number of transferable credits is **45**.

Bachelor of Science in Midwifery (BSM) Transfer Credit Policy

As per **Florida law**, Students must complete at least **25%** of the BSM program at the Heritage School of Midwifery.

Students transferring from HSM to another institution must verify credit transferability with that institution, as acceptance policies may vary.

Experiential Transfer Credit Policy

Overview

Heritage School of Midwifery (HSM) recognizes that students may have gained valuable knowledge and skills through prior learning experiences outside of traditional academic settings. HSM offers qualified students the opportunity to earn credit for demonstrated competencies acquired through work experience, military service-related training, professional training, volunteer work, independent study, or other non-academic learning experiences.

Eligibility Requirements

- Students must be officially enrolled in the Certificate in Maternal Health Medical Assisting (CMHMA) or Associate of Science in Direct Entry Midwifery (AAS) Programs
- Students must have completed at least one semester at HSM before applying for experiential credit
- Students must be in good academic standing (minimum 2.5 GPA)
- Prior learning experiences must be relevant to the midwifery curriculum and program learning outcomes

Credit Limitations

A maximum of 25% of total program credits (7 credits out of 31 for CMHMA; 23 credits out of 93 for AAS in Direct Entry Midwifery) may be earned through experiential transfer credit

- Clinical Lab credits (CLI courses) cannot be awarded through experiential transfer credit; all clinical requirements must be completed as part of the HSM program
- Credits awarded through experiential learning do not carry a letter grade and are recorded as "EC" (Experiential Credit) on the transcript
- Experiential credits do not factor into GPA calculations

Application Process

1. **Initial Consultation**: Students interested in pursuing experiential credit must schedule a meeting with the Academic Coordinator and/or Academic Director to discuss eligibility and the application process

2. **Portfolio Development**: Students must compile a comprehensive portfolio that includes:
    - Detailed narrative describing the prior learning experience
    - Documentation of the experience (certificates, licenses, employment records, letters of verification, etc.)

- Reflective essay connecting the experience to specific HSM course learning outcomes
- Evidence of competency (work samples, projects, photographs, videos, etc.)

3. **Course Identification**: Students must clearly identify which HSM course(s) they are seeking credit for and demonstrate how their prior learning aligns with course objectives

4. **Portfolio Submission**: Completed portfolios must be submitted to the Academic Director and/or Academic Dean at least 60 days before the start of the semester in which credit is requested

5. **Portfolio Review**: A faculty committee consisting of Executive Director, Academic Dean, and Core Faculty Member will review the portfolio and may:

- Request additional documentation or clarification
- Conduct an interview with the student
- Require demonstration of skills or knowledge through testing, practical examination, or project completion

6. **Credit Decision**: The faculty committee will determine whether to:

- Award full credit for the identified course(s)
- Award partial credit
- Deny credit

Students will be notified in writing of the decision within 30 days of portfolio submission

Assessment Criteria

Experiential learning will be evaluated based on:

- **Relevance**: The learning must relate directly to HSM course content and learning outcomes
- **Quality**: The learning must be at a college level appropriate to the course for which credit is sought
- **Depth**: The learning must demonstrate comprehensive understanding, not superficial exposure
- **Currency**: The learning should generally have occurred within the past 5 years (exceptions may be made for ongoing professional practice)
- **Documentation**: Adequate evidence must be provided to verify the learning experience

Portfolio Fee

A non-refundable portfolio review fee of $100 per course is required at the time of submission. If credit is awarded, students will pay the current per-credit tuition rate for the credits earned.

Appeal Process

Students who disagree with the credit decision may submit a written appeal to the Academic Dean within 14 days of receiving the decision. The appeal must include specific reasons for disagreement and any additional supporting documentation. The Director's decision on the appeal is final.

Records

All experiential credit awards are recorded on the official HSM transcript with the notation "Experiential Credit" and do not include a letter grade.

Policy Updates

HSM reserves the right to modify these policies at any time. Students will be notified of changes, and the policies in effect at the time of application will apply.

Important Note

All clinical requirements mandated by as defined by the Chapter 467 Florida Statutes and the North American Registry of Midwives (NARM) must be completed as specified, regardless of prior experience. Experiential credit does not exempt students from clinical requirements.

Competency-Based Credit Policy

Overview

HSM's Certificate in Maternal Health Medical Assisting (CMHMA) & Associate of Applied Science in Direct Entry Midwifery (AAS) Programs recognizes that students learn at different paces and may have varying levels of prior knowledge and experience. The competency-based credit policy allows students to demonstrate mastery of course content and earn credit by successfully completing competency assessments, regardless of the time spent in formal instruction.

Eligible Courses

The following courses may be available for competency-based credit:

- BIO110 - Anatomy & Physiology I
- BIO110L - Anatomy & Physiology I Lab
- BIO111 - Anatomy & Physiology II
- BIO111L - Anatomy & Physiology II Lab
- MED102 - Medical Terms & Charting
- DIA 201 – Screening and Diagnostic Testing
- MID101 – Midwifery Skills I
- MID102 – Midwifery Skills II
- PHA202 – Pharmacology
- RES102 – Research Analysis
- BIO103 – Microbiology & Epidemiology

Note: Any other Lab courses not listed above in list (BIO101L, BIO103L), skills courses not listed above in list (MID201, MID202), and clinical courses (CLI courses) are NOT eligible for competency-based credit and must be completed through traditional enrollment.

Credit Limitations

- A maximum of 12 credits may be earned through competency-based assessment
- Credits earned through competency assessment are recorded as "CB" (Competency-Based Credit) and do not carry a letter grade
- Competency credits do not factor into GPA calculations
- Students may attempt competency assessment for each eligible course only once

Eligibility Requirements

- Students must be officially enrolled in the Certificate in Maternal Health Medical Assisting or Associate of Applied Science in Direct Entry Midwifery Programs

- Students must be in good academic standing (minimum 2.5 GPA)
- Students must complete the competency assessment request form and receive approval before beginning the assessment process

Assessment Process

1. Application

- Students must submit a Competency Assessment Request Form to the Academic Coordinator and/or Academic Director at least 30 days before the semester in which credit is requested
- The request must include:
  - Course(s) for which competency assessment is sought
  - Brief statement of prior knowledge or experience in the subject area
  - Reason for requesting competency-based credit

2. Approval

- The Core Faculty designated course instructor and Academic Dean will review the request
- If approved, the student will receive detailed information about the assessment requirements and timeline
- If denied, the student will be provided with an explanation and must complete the course through traditional enrollment

3. Assessment Components

Competency assessments may include one or more of the following:

- **Comprehensive Written Examination**: Covers all course learning objectives and content
- **Practical Demonstration**: Hands-on skills assessment (where applicable)
- **Portfolio Submission**: Evidence of prior learning and mastery
- **Oral Examination**: Interview with course instructor to assess depth of understanding
- **Project or Paper**: Comprehensive assignment demonstrating mastery of course concepts

4. Scoring Standards

- Students must achieve a minimum score of 85% (B) on all assessment components to earn credit
- If a student scores below 85% on any component, credit is not awarded and the student must enroll in the course through traditional means
- Students may not retake competency assessments

5. Timeline

- Students must complete all assessment components within 30 days of approval
- Extensions may be granted in extenuating circumstances with approval from the Academic Dean

Fees

- **Assessment Fee**: $150 per course (non-refundable, paid at time of application)

Preparation Resources

Students are responsible for their own preparation for competency assessments. HSM recommends:

- Reviewing the course syllabus and learning objectives
- Consulting the required textbooks and reading materials
- Utilizing online resources and study guides
- Meeting with the course instructor to clarify expectations (optional)

HSM does not provide formal instruction or tutoring for students preparing for competency assessments.

Academic Integrity

All competency assessments must be completed independently unless otherwise specified. Any evidence of academic dishonesty, including plagiarism, cheating, or unauthorized assistance, will result in:

- Immediate failure of the assessment
- Ineligibility for future competency-based credit
- Possible disciplinary action up to and including dismissal from the program

Appeal Process

Students who disagree with the assessment outcome may submit a written appeal to the Academic Dean within 14 days of receiving results. The appeal must include:

- Specific reasons for disagreement
- Supporting documentation or evidence
- Requested resolution

The Academic Dean will review the appeal and issue a final decision within 14 days. This decision is final.

Records

All competency-based credits are recorded on the official HSM transcript with the notation "Competency Credit" and do not include a letter grade.

Policy Updates

HSM reserves the right to modify these policies at any time. Students will be notified of changes, and the policies in effect at the time of application will apply.

Important Note

All clinical requirements mandated by as defined by the Chapter 467 Florida Statutes and the North American Registry of Midwives (NARM) must be completed as specified, regardless of prior experience. Competency-Based credit does not exempt students from clinical requirements.

Course Drop/Add Policy

A current schedule of classroom hours for each semester will be available on RosarioSIS[6] prior to the beginning of classes. Students must pay their tuition in full by the start of their first class or pay a $50 late payment fee per course. Students have until the end of the

[6]Rosario SIS is our online student management system. Students will be taught the basics of using RosarioSIS during orientation.

second week of the semester to drop classes without a financial penalty. Withdrawing from a class after the add/drop date, but before the last day to withdraw will receive a grade of "W", but not a refund. Withdrawing after the last day to withdraw will result in a grade of "WF", and no refund.

To add or drop a course after the first week has started; students must fill out the appropriate form, have it signed by the Executive Director, and submit it (plus applicable late fees) to the office. New students are strongly encouraged to apply early to allow time for clinical placement. Scheduling at clinical sites will be done in collaboration with our Clinical Coordinator, the student, and the preceptors.

Students may not attend classes at HSM unless they have registered and paid for those courses. 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 with refund. Refer to the Fiscal Information section for more information on tuition and refunds.

Students must purchase their own supplies and textbooks. Before class starts, instructors will publish syllabi containing the textbooks and supplies required for each class. See the Tuition and Fees section for more information about books and supplies.

Non-Matriculating Students

If space permits, non-matriculating students can register for classes the week before class starts. They will be billed full tuition for all classes taken, plus equipment and technology fees. Not all courses are open to non-matriculating students. Contact the Executive Director before registering.

Class Breaks

Students will be given 10 minutes of break time for each 50 minutes of instruction. Instructors will choose when the students take their allotted breaks.

Academic Calendar 2026-2027

Fall 2026 Semester: August–December

Date	Event
April 20 – July 31	Application Period
August 3 – August 10	Enrollment
August 21	Orientation
August 28	Classes Begin
September 11	Drop/Add Ends
October 17	Last Day to Withdraw and receive a "W"
November 22 – 28	Fall Break
December 17	Last Day of Fall Semester

Spring 2027 Semester: January–April

Date	Event
August 3 – December 12	Application Period

Date	Event
December 14 – December 17	Enrollment
December 18	Orientation
January 8	Classes Begin
January 22	Drop/Add Ends
February 20	Last Day to Withdraw and receive a “W”
March 21 – March 27	Spring Break
April 29	Last Day of Spring Semester

Summer 2027 Semester: May–August

Date	Event
December 14 – April 17	Application Period
April 19 – April 23	Enrollment
April 30	Orientation
May 7	Classes Begin
May 21	Drop/Add Ends
June 25	Last Day to Withdraw and receive a “W”
July 6 – July 11	Summer Break
August 26	Last Day of Summer Semester

There are 3 semesters every year. Each semester is 16 weeks long, including one break week. In the event of a hurricane, the week following the last day of the fall semester will be designated for make-up classes to ensure that all missed sessions are rescheduled.

Skills Day

Skills Day is conducted each semester during the final in-person session of the Midwifery Skills course for that term. This structured assessment is designed to evaluate student progress from the beginning of the program to the present, ensuring the development of competencies required for safe and effective midwifery practice. Assessments are administered by Clinic Directors and/or Deans and are intended to provide a comprehensive evaluation of student readiness. Evaluations incorporate multiple modalities, including:

- **Oral examinations** to assess clinical reasoning, communication, and critical thinking.
- **Written examinations** to measure theoretical knowledge, comprehension, and application of evidence-based practice.
- **Practical examinations** to evaluate hands-on proficiency in essential midwifery skills within a supervised or simulated clinical setting.

Skills Day functions as a formative competency checkpoint, allowing faculty to verify student progress toward program learning outcomes and ensuring alignment with professional standards for Licensed Midwives. Results from Skills Day guide ongoing instruction, remediation where necessary, and support students in their trajectory toward independent practice.

Schedule

Residential; Blended model

- **Asynchronous online coursework** for all didactic classes, allowing students to study on a flexible schedule.
- **In-person skills intensives** held typically two days per month (Thursday, Friday and/or Saturday), based on cohort availability and faculty scheduling.
- **Clinicals**: Arranged directly between the student and their approved preceptor, offering maximum flexibility. Most students begin with 1–3 days per week during Year 1, increasing to 3–5 days per week by the final year.

Grading Policy

Academic performance will be graded on the following scale:

Grade	Meaning
A	91–100%
B	81–90%
C	71–80%
D	61–70%
F	0–60%
I	Incomplete
IP	In Progress (Clinical Labs)
W	Withdrawn
WF	Withdrew after the withdrawal date, or failed due to academic dishonesty
X	Audited Class
TC	Transfer Credit
CB	Competency-Based Credit
EC	Experiential-Based Credit
P	Pass (Midwifery Skills and Clinical Lab courses)
NP	No Pass (Midwifery Skills and Clinical Lab courses)

GPA is calculated using a point-per-credit system:

Grade	Points
A	4 points
B	3 points
C	2 points
D	1 point
F	0 points

The total number of points earned is divided by the number of credits attempted, and the result is the GPA. Grades of I, IP, W, X, TC, CB, EC, P, and NP carry no grade points and are not included in the GPA.

Pass/No Pass Courses

Effective Fall 2026, all Midwifery Skills courses (MID101, MID102, MID103, MID211, MID212, and MID213) and all Clinical Lab courses (CLI101 through CLI403) are graded on a Pass/No Pass basis rather than a letter grade. A grade of "P" (Pass) indicates the student met all competency, attendance, and documentation requirements for the course; a grade of "NP" (No Pass) indicates the student did not and must repeat the course. Pass/No Pass grades carry credit toward program completion but do not carry grade points and are not included in GPA calculations. They are counted as attempted and completed credits for the 67% completion-rate standard under Satisfactory Academic Progress, and a grade of "NP" results in Academic Warning on the same terms as a "D" or "F." Midwifery Skills and Clinical Lab courses completed before Fall 2026 retain the letter grades under which they were awarded, and those letter grades continue to be included in the student's GPA.

Academic Standing

Standing	Definition
Honor Roll	Student has earned all A's.
In Good Standing	Student has earned C's or better (or "P" in Pass/No Pass courses).
Academic Warning	Student earned D's, F's, or an "NP" the previous semester.
Academic Probation	Student not making Satisfactory Academic Progress. Students must maintain a cumulative GPA of 2.5 or higher and successfully complete at least 67% of the attempted credits.

Failing and Repeating a Course

If a student feels that s/he is not doing well in a course, s/he should immediately make an appointment with the instructor or Academic Director, who will attempt to assist the student in finding a tutor. A grade of a "D" or an "F" — or a grade of "NP" in a Pass/No Pass course — is considered failing a course. If a student fails a course, s/he will have to repeat failed course. After the student successfully completes the course, his/her GPA will include both the failed grade and the passing grade. Failing a course will result in Academic Warning. If the course is a prerequisite for a subsequent course, the student may not register for the subsequent course until the prerequisite course has a passing grade. This may result in the student attending only part time, or more than full time. The extra time needed to make up failed and subsequent courses is counted towards the maximum time frame. Failing a class more than once or failing more than two classes may result in dismissal.

Incomplete Policy

If a student has completed at least 80% of a course and needs an extension at the end of a semester, s/he may request an "Incomplete" grade from the instructor. The instructor will decide if the student's reasons are compelling enough to grant the request. If a request is approved, the student will receive an "I" grade and no credit until the work is completed. Student and Instructor will decide on a plan for completing the coursework, not to exceed one semester. If coursework is not completed by the end of the next semester, or within the agreed upon time frame, the student may receive an "F" for the course. If an incomplete

course is a prerequisite for a subsequent course, the student may not register for the subsequent course until the prerequisite course has a passing grade.

Auditing Courses Policy

If space is available after matriculating students enroll, students may request to audit a course. Auditing a course allows a student to take a course for no credit, without affecting GPA ("X" grade). The student is still expected to participate in class, except for tests. Prerequisites must still be met, and approval is needed from both the Executive Director and instructor. Audited classes cost the same as a credit course, and if the course is repeated for credit, full price will still apply. However, if a student has taken and passed a course for credit, s/he may audit the course in the future for free. If a student wishes to change the audit/credit status of a course, s/he must do so before the add/drop date.

Academic Warning

Students who receive a "D," "F," or "NP" will be put on Academic Warning. These students will be required to meet with the Academic Director for counseling before the following semester and again halfway through the next semester. They will be encouraged to seek tutoring. Tutoring services may have an additional cost, to be determined by the tutor.

Academic Probation

Any student who has a GPA below 2.5 or does not complete 67% of the cumulative attempted credits will be placed on academic probation for failing to make satisfactory academic progress. See the Satisfactory Academic Progress (SAP) Policy section for full SAP standards, warning procedures, suspension processes, and appeal rights. Students on academic probation will be required to have a performance review with the Academic Director before the start of the next semester. Students remain on probation until their GPA has risen to at least 2.5 and they are completing more than 67% of attempted credits. Students who are on Academic Probation for more than two semesters may be considered for dismissal.

Maximum Timeframe for Program Completion

Students must complete their program within the maximum timeframe allowed. The maximum timeframe is defined as **150% of the published program length**, except where otherwise specified.

- The **Bachelor of Science in Midwifery (BSM)** must be completed within **150% of the program length**.
- The **Certificate in Maternal Health Medical Assisting** must be completed within **150% of the program length**.
- The **3-Year Associate of Applied Science in Direct Entry Midwifery Program (AAS)** must be completed within 150% of the published program length, not to exceed a maximum of 6 years from the date of first enrollment.

If a student cannot meet graduation requirements within the applicable timeframe, the student will not be making Satisfactory Academic Progress and may be dismissed.

Satisfactory Academic Progress (SAP) Policy

Heritage School of Midwifery requires all students to maintain Satisfactory Academic Progress (SAP) toward program completion. SAP is evaluated at the end of every semester for all enrolled students. Failure to maintain SAP has academic consequences and may affect eligibility for institutional scholarships and payment plans.

SAP Standards — Three Components

SAP is measured by three independent standards. A student must meet ALL three to be considered making satisfactory progress.

Component 1 — Qualitative Standard (GPA)

Students must maintain a minimum cumulative GPA of 2.5 (on a 4.0 scale) at all times. A GPA below 2.5 at any SAP evaluation point constitutes failure to meet the qualitative SAP standard.

Component 2 — Quantitative Standard (Pace of Completion)

Students must successfully complete at least 67% of all credits they have cumulatively attempted. Formula: Credits Successfully Completed Credits Attempted = Completion Rate.

Grade or notation	Counted as attempted	Counted as completed	Included in GPA
A, B, C, D	Yes	Yes	Yes
F	Yes	No	Yes
P (Pass)	Yes	Yes	No
NP (No Pass)	Yes	No	No
W, WF	Yes	No	WF: Yes (as F); W: No
I (Incomplete), IP (In Progress)	Yes	No, until resolved	No, until resolved
TC (Transfer Credit)	Yes	Yes	No
CB (Competency-Based Credit)	Yes	Yes	No
EC (Experiential-Based Credit)	Yes	Yes	No
X (Audit)	No	No	No
Repeated courses	Each attempt	Passing attempt	Each attempt

Transfer, competency-based, and experiential credits accepted toward the program also count toward the Maximum Timeframe.

Component 3 — Maximum Timeframe

Students must complete their program within the maximum allowable timeframe: CMHMA: 150% of the published 8-month program length; AAS Direct Entry Midwifery: Maximum 6 years from the date of first enrollment; BSM: 150% of the published program length. Once a student has exceeded 150% of required credits (or the 6-year AAS limit), they are no longer making SAP regardless of GPA or completion rate.

SAP Evaluation Schedule

SAP is evaluated at the end of every semester after final grades are posted. For new students, the first SAP evaluation occurs after Semester 1. Students receive written SAP status notification via official HSM email within two weeks of semester end.

SAP Warning

A student who fails to meet one or more SAP standards at a semester evaluation is placed on SAP Warning for the following semester. During a SAP Warning semester, the student remains enrolled and may continue attending classes and clinicals; the student must meet with the Academic Director within the first two weeks of the warning semester to develop a SAP Academic Plan; and institutional scholarships and payment plan eligibility are placed under review. If the student meets all SAP standards at the end of the Warning semester, the Warning is removed and the student returns to Good Standing. Failure to meet SAP standards at the end of the Warning semester results in SAP Suspension.

SAP Suspension

A student on SAP Suspension may not enroll in the following semester unless a successful appeal is filed. During suspension, the student is administratively withdrawn from all registered courses for the upcoming semester, clinical participation is suspended, institutional scholarships are suspended, and the student may not register for any courses until formal reinstatement is granted.

SAP Appeal Process

A student placed on SAP Suspension may appeal if the failure was due to extenuating circumstances beyond their control (serious illness or injury, death of an immediate family member, or other documented extraordinary circumstances). The appeal must be submitted within 14 calendar days of the SAP Suspension notice and must include: a personal statement explaining the circumstances; supporting documentation; and a Student Recovery Plan. The Academic Director and Executive Director will issue a written decision within 14 calendar days of receipt. The decision is final. An approved appeal places the student on an Academic Plan for the return semester.

Academic Progress Warning and Clinical Suspension Policy

HSM is committed to student success. This policy establishes a clear, fair, and consistent process for identifying students who fall behind academically, providing structured support, and — when necessary — temporarily suspending clinical participation to protect both the student and the patients they serve. This policy applies to all matriculating students enrolled in the CMHMA and AAS programs.

Grounds for Issuing a Warning

An Academic Progress Warning may be issued when a student: has one or more outstanding or incomplete assignments past the original due date; has failed to submit required documentation in Typhon within the 7-day window; is at risk of falling below a 2.5 cumulative GPA based on current semester performance; has not responded to prior outreach from faculty or academic/clinical staff within 5 business days; or has missed more than 15% of scheduled clock hours for any course in the current semester without an approved excuse.

Step 1 — Initial Outreach (Informal)

Before issuing a formal written warning, faculty or the Academic/Clinical Coordinator will attempt informal contact with the student via phone, email, or text to offer support and identify barriers. A minimum of one documented outreach attempt is required before a formal warning is issued.

Step 2 — Academic Progress Warning Notice (Formal Written Warning)

If informal outreach does not result in resolution within 5 business days, the Academic Director or Clinical Director issues a formal Academic Progress Warning Notice. This notice identifies outstanding assignments, sets a clear deadline (minimum 5 calendar days, maximum 14 calendar days), states that failure to meet the deadline will result in temporary clinical suspension, and invites the student to respond within 48 hours. Issuance of a warning does not automatically trigger Academic Probation, but the underlying grade impact may do so.

Step 3 — Deadline Review and Clinical Suspension

Upon the deadline stated in the warning notice, the Academic/Clinical Coordinator reviews submission status. If all requirements are met, the warning is resolved and closed. If partial completion with communication, a brief extension of no more than 7 additional calendar days may be granted once. If no completion or no response, a Final Notice is issued immediately and clinical suspension takes effect. Clinical Suspension means the student is immediately prohibited from attending scheduled clinical shifts, assisting at births, or logging clinical hours in Typhon.

Reinstatement from Clinical Suspension

A suspended student may be reinstated only after: all outstanding assignments are completed and submitted; the student notifies the Academic/Clinical Coordinator in writing; faculty reviews the submitted work and confirms it meets academic standards; and the Academic Director or Clinical Director issues written clearance. Reinstatement is not automatic upon submission — faculty review is required (typically 3–5 business days).

Escalation to Dismissal

A student who fails to respond to the Final Notice within 48 hours, or who fails to complete the outstanding work within the extended deadline, will be referred to the Academic Director and Executive Director for a formal performance review. Depending on the outcome, the student may be placed on Academic Probation, receive a failing grade, or be dismissed from the program.

Absences

General Policy

Students are required to attend **at least 75% of the total clock hours** for each course. Students may be absent for **up to 25%** of the scheduled clock hours for that course. All absences within this limit must be **excused**, and students are responsible for arranging with their instructors to complete any missed assignments, assessments, or required activities.

An Academic Progress Warning may be started when a student misses more than 15% of the scheduled clock hours in a course (see Academic Progress Warning and Clinical Suspension Policy). This earlier trigger is deliberate: it provides outreach and support before the student reaches the 25% absence limit.

Excused Absences

An absence will be excused for the following reasons:

- Illness of the student or the student's dependent
- Death in the student's immediate family
- Observance of religious holidays (with advance notice to HSM and the instructor)
- Birth-related absence (see policy below)

Documentation Requirements

HSM administration or faculty may require **written, verifiable documentation** to support the reason for an absence. If documentation is requested but not provided, the absence may be marked unexcused. In such cases, instructors may apply grade penalties or deny make-up opportunities for quizzes or tests at their discretion.

Some courses are less than a semester long. See the instructor's syllabus for details on their absence policy.

Birth-Related Absences

Birth-related absences occur when a student enrolled in Clinical Lab is on-call for an assigned client and must attend the client's labor and birth, resulting in the student being unable to attend scheduled class sessions. For example, if a student is on-call Thursday and is called to support a client at 4:00 pm but remains with the client through 6:00 pm the following day, the student's absence from Friday's classes qualifies as a birth-related absence. Students are required to be **off call for all scheduled classes**, except when attending an actively laboring client under this policy.

To qualify as a birth-related absence, the following conditions must be met:

- The student must be enrolled in **Clinical Lab**.
- The birthing individual must be a client of the student's assigned **Preceptor**.
- Students may use birth-related absences for **up to 25% of the total clock hours** for each course per semester. Any birth-related absences beyond this limit will be considered unexcused.
- The student must notify each instructor **before the start of class** when possible. If the instructor cannot be reached, the student must contact the Executive Director.
- All missed assignments must be made up promptly. Some assignments—such as quizzes—may not be eligible for make-up at the instructor's discretion. Students should review the syllabus for each instructor's specific make-up policy.
- The student must submit a **Birth-Related Absence Form** to each instructor for every missed class. The form must include the Preceptor's signature, the date and time of the birth, and the dates and times the student attended the birth.

Unexcused Absences

An absence will be considered unexcused if:

- The student exceeds **25% of the total clock hours** allowed for absences in a course, even if the reason would otherwise be excused

- Required documentation is missing, incomplete, or not submitted as requested Unexcused absences may result in grade penalties or inability to make up missed work, at the instructor's discretion. Excessive unexcused absences may result in failing the course).

Leave of Absence

A request must be submitted in writing to the Executive 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. A leave of absence may be requested for no more than one year. To be considered for an approved leave of absence a student must be in good academic standing with no "Incompletes" pending and be current in all financial obligations to the school. To ensure continuity and logical progression, it may be necessary for students returning from a leave of absence to wait a semester or two until the courses they need are available.

Military Service Members

HSM values our armed forces. We will grant an extended leave of absence to all military students who are leaving for active duty. Upon return, the students will be readmitted as soon as in-sequence courses are available to pick up where he or she left off. The student will be readmitted to the same program, at the same enrollment status, with the same number of completed credits, and the same academic standing. HSM will make every effort to help the student to prepare for returning to school. If more than 2 years have elapsed since the student left the program, the student will be tested to see if there is a need to repeat 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.

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, s/he may need to reapply.

Students with Disabilities

Academic accommodation will be made for students with physical, emotional, or learning disabilities. Students with disabilities must provide written documentation of their disability from a licensed health care provider and a written request for academic accommodation. Requests and documentation should be given to the Executive Director before the first week of class. Academic accommodation will be established on an individual basis.

Graduation Requirements[7]

- Complete all classes listed in the program curriculum with a grade of "C" or better — or a grade of "P" in courses graded Pass/No Pass — and a cumulative GPA of 2.5 or higher.
- Finish and submit documentation for all clinical requirements, including hours, experiences, and skills.

[7] See Clinical section for the requirements to get a CPM or LM after graduation.

- Meet all financial obligations.

Student Records

Student records are kept on file at HSM. Students may see their grades by accessing their RosarioSIS account. Official transcripts may be ordered by filling out a Transcript Release form and submitting it to the office. The student will be charged $12 per copy. Students will receive 3 copies of their official transcripts upon graduation. Transcripts are kept on record for as long as the school exists. Clinical and other academic records will be kept for 5 years after graduation or withdrawal/dismissal before being purged.

Notification of Rights under FERPA for Postsecondary Institutions

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Heritage School of Midwifery and Natural Health Sciences ("HSM") receives a request for access. A student should submit to the Executive Director a written request that identifies the record(s) the student wishes to inspect. The Executive Director will plan for access and notify the student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education record that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the school to amend a record should write the Executive Director, clearly identify the part of the record the student wants changed and specify why it should be changed.

If the school decides not to amend the record as requested, the school will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the School discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The school discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by HSM in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of HSM who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibilities for HSM.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the HSM to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Student Privacy Policy Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, DC 20202

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student:

- To other school officials, including teachers, within HSM whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in

§99.31(a)(1)(i)(B)(1) -

(a)(1)(i)(B)(2) are met. (§99.31(a)(1))

- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. ((§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))

- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))
- To the public, the results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that HSM, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your education records. However, HSM may disclose appropriately designated "directory information" without written consent, unless you have advised HSM to the contrary in accordance with HSM procedures. The primary purpose of directory information is to allow HSM to include this type of information from your education records in certain school publications. Examples include:

- A playbill, showing the student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a student's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless students have advised the LEA that they do not want their information disclosed without their prior written consent.[8]

If you do not want HSM to disclose directory information from your education records without your prior written consent, you must notify HSM in writing before the first day of classes. HSM has designated the

[8]These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).

following information as directory information:

-Student's name

-Address

-Telephone listing

-Electronic mail address

-The most recent educational agency or institution attended

-Degrees, honors, and awards received

-Student ID number used to communicate in electronic systems that cannot be used to access education records without a password

-Photograph

-Date and place of birth

-Major field of study

-Dates of attendance

-Grade level

Certificate in Maternal Health Medical Assisting Program Requirements

Semester Credit Conversion Formula

Class Type	Clock Hours per Credit
Theory	15
Practical Lab	30
Clinical Lab	60

Program Credit Distribution

Credits	Type	Clock Hours
22	Theory	330
3	Practical Lab	90
6	Clinical Lab	360
31	**Total**	**780**

Cost per Credit Hour: $335* **Total Tuition Cost:** $10,385

Clinical Requirements*

Requirement	Number
Total Clinical Credits	6
Birth Observations	10
Required Home Births	1
Required Hospital Births	1
Required Birth Center Births	1

*All program credits, clock hours, tuition, and fees are subject to change.

Definitions:
Semester credit: A single unit of credit earned over the course of a 16-week semester.
Program length: 2 semesters — 32 weeks total (approx. 8 months). **Program delivery:** Residential; Blended.
Part time: Less than 9 credit hours per semester. **Full time:** 9 or more credit hours per semester.
Clock hours: The number of hours the student spends in contact with HSM staff, whether in a classroom or clinical setting. Students get a 10-minute break each hour, making a clock hour 50 minutes in length.

Associate of Applied Science in Direct Entry Midwifery Program Requirements

Semester Credit Conversion Formula

Class Type	Clock Hours per Credit
Theory	15
Practical Lab	30
Clinical Lab	60

Program Credit Distribution

Credits	Type	Clock Hours
67	Theory	1,005
2	Practical Lab	60
24	Clinical Lab	1,440
93	**Total**	**2,505**

Cost per Credit Hour: $335* Total Tuition Cost: $31,155

Clinical Requirements

Requirement	Number
Total Clinical Credits	24***
Prenatal Exams	100
Initial Prenatal Exams	23
Birth Observations	10
Birth Assists	20
Birth Managements	50
Newborn Exams	50
Postpartum Exams	50
Continuity of Care	15
Required Home Births	5
Required Hospital Births	2

See Clinical Requirements for Associate of Applied Science in Direct Entry Midwifery (AAS) Program for a detailed breakdown of clinical requirements.

*All program credits, clock hours, tuition, and fees are subject to change.

These requirements meet or exceed all mandates as defined by the Chapter 467 Florida Statutes and the North American Registry of Midwives (NARM) and are subject to change at any time. See the Clinical Requirements section for a complete breakdown of the required clinical experience

Students who have completed their academic requirements but have not finished their clinical requirements must continue to register for Clinical Lab using course codes CLI401, CLI402, and CLI403 until all clinical requirements have been me

Definitions:

Semester credit: A single unit of credit earned over the course of a 16-week semester.

Program length: 9 semesters — 144 weeks total (approx. 3 years). **Program delivery:** Residential; Blended.

Part time: Less than 9 credit hours per semester. **Full time:** 9 or more credit hours per semester.

Clock hours: The number of hours the student spends in contact with HSM staff, whether in a classroom or clinical setting. Students get a 10-minute break each hour, making a clock hour 50 minutes in length.

Bachelor of Science in Midwifery Program Requirements

Semester Credit Conversion Formula

Class Type	Clock Hours per Credit
Theory	15
Practical Lab	30
Clinical Lab	60

Program Credit Distribution

Credits	Type	Clock Hours
30	Theory	450
30	**Total**	**450**

Cost per Credit Hour: $335* Total Tuition Cost: $10,050

*All program credits, clock hours, tuition, and fees are subject to change.

Definitions:

Semester credit: A single unit of credit earned over the course of a 16-week semester.

Program length: 2 semesters — 32 weeks total. **Program delivery:** Full Distance Education.

Part time: Less than 9 credit hours per semester. **Full time:** 9 or more credit hours per semester.

Clock hours: The number of hours the student spends in contact with HSM staff, whether in a classroom or clinical setting. Students get a 10-minute break each hour, making a clock hour 50 minutes in length.

Program Structure: 120 total credits required (90 transfer credits + 30 upper-division credits completed online at HSM).

Certificate in Maternal Health Medical Assisting Curriculum

Year 1, Semester 1

Course Number	Course Name	Credits	Clock Hours	Delivery
BIO110	Anatomy & Physiology I	3	45	Virtual
BIO110L	Anatomy & Physiology I Lab	1	30	On Campus
MID101	Midwifery Skills I	1	15	On Campus
ETH101	Ethics	1	15	Virtual
COM101	Communication	2	30	Virtual
STR101	Strategies for Success	1	15	Virtual
CLI101	Clinical Lab	1	60	Clinical Site

Course Number	Course Name	Credits	Clock Hours	Delivery
CLI102	Clinical Lab	1	60	Clinical Site
CLI103	Clinical Lab	1	60	Clinical Site
PSY102	Psychology for Midwives	1	15	Virtual
MED102	Medical Terms & Charting	1	15	Virtual
Total		**14**	**360**	

Year 1, Semester 2

Course Number	Course Name	Credits	Clock Hours	Delivery
BIO111	Anatomy & Physiology II	3	45	Virtual
BIO111L	Anatomy & Physiology II Lab	1	30	On Campus
MID102	Midwifery Skills II	2	30	On Campus
BIO103	Microbiology & Epidemiology	3	45	Virtual
BIO103L	Microbiology Lab	1	30	On Campus
DIA201	Screening & Diagnostic Tests	2	30	Virtual
CLI201	Clinical Lab	3	180	Clinical Site
PHA202	Pharmacology	2	30	Virtual
Total		**17**	**420**	

Program Total: 31 Credits / 780 Clock Hours

Associate of Applied Science in Direct Entry Midwifery Curriculum

Year 1, Semester 1

Course Number	Course Name	Credits	Clock Hours	Delivery
BIO101	Reproductive Anatomy and Physiology	2	30	Virtual
BIO101L	Reproductive Anatomy and Physiology Lab	1	30	On Campus
LAW101	Florida Law and Rule	1	15	Virtual
HIS101	History of Midwifery	1	15	Virtual
ETH101	Ethics	1	15	Virtual
COM101	Communication	2	30	Virtual
DOU101	Labor Support	1	15	Virtual
STR101	Strategies for Success	1	15	Virtual
MID101	Midwifery Skills I	1	15	On Campus
CLI101	Clinical Lab	1	60	Clinical Site
Total		**12**	**240**	

Year 1, Semester 2

Course Number	Course Name	Credits	Clock Hours	Delivery
BIO112	Genetics, Embryology, & Fetal Development	3	45	Virtual
NUT102	Nutrition	3	45	Virtual
RES102	Research Analysis	1	15	Virtual

Course Number	Course Name	Credits	Clock Hours	Delivery
PSY102	Psychology for Midwives	1	15	Virtual
MED102	Medical Terms & Charting	1	15	Virtual
MID102	Midwifery Skills II	2	30	On Campus
CLI102	Clinical Lab	1	60	Clinical Site
Total		**12**	**225**	

Year 1, Semester 3

Course Number	Course Name	Credits	Clock Hours	Delivery
BIO103	Microbiology & Epidemiology	3	45	Virtual
BIO103L	Microbiology Lab	1	30	On Campus
LAC103	Breastfeeding	3	45	Virtual
WEL103	Alternative Modalities I	2	30	Virtual
MID103	Midwifery Skills III	2	30	On Campus
CLI103	Clinical Lab	1	60	Clinical Site
Total		**12**	**240**	

Year 2, Semester 1

Course Number	Course Name	Credits	Clock Hours	Delivery
MID201	Antepartum	4	60	Virtual
WEL201	Alternative Modalities II	1	15	Virtual
DIA201	Screening and Diagnostic Tests	2	30	Virtual
MID211	Midwifery Skills IV	2	30	On Campus
CLI201	Clinical Lab	3	180	Clinical Site
Total		**12**	**315**	

Year 2, Semester 2

Course Number	Course Name	Credits	Clock Hours	Delivery
MID202	Intrapartum	4	60	Virtual
PHA202	Pharmacology	2	30	Virtual
MID212	Midwifery Skills V	2	30	On Campus
CLI202	Clinical Lab	3	180	Clinical Site
Total		**11**	**300**	

Year 2, Semester 3

Course Number	Course Name	Credits	Clock Hours	Delivery
MID203	Postpartum	3	45	Virtual
PED203	Newborn	3	45	Virtual
MID213	Midwifery Skills VI	2	30	On Campus
CLI203	Clinical Lab	3	180	Clinical Site
Total		**11**	**300**	

Year 3, Semester 1

Course Number	Course Name	Credits	Clock Hours	Delivery
MID301	Gynecology and Women's Health	2	30	Virtual
MID311	Protocol Development	3	45	Virtual
MID321	Collaborative Management	1	15	Virtual
CLI301	Clinical Lab	4	240	Clinical Site
Total		**10**	**330**	

Year 3, Semester 2

Course Number	Course Name	Credits	Clock Hours	Delivery
MID302	Establishing a Practice	2	30	Virtual
MID312	Issues in Professional Midwifery	1	15	Virtual
CUL302	Religions and Cultures	1	15	Virtual
MID332	NARM Exam Prep	1	15	Virtual
CLI302	Clinical Lab	4	240	Clinical Site
Total		**9**	**315**	

Year 3, Semester 3

Course Number	Course Name	Credits	Clock Hours	Delivery
CLI303	Clinical Lab	4	240	Clinical Site
Total		**4**	**240**	

Program Total: 93 Credits / 2,505 Clock Hours

Note: Students who have completed their academic requirements but have not finished their clinical requirements must continue to register for Clinical Lab using course codes CLI401, CLI402, and CLI403 until all clinical requirements have been met.

Course numbers are based on the abbreviated subject name, the year, a sequence number, and the semester. For example, BIO 101 is a Biology course taught in the first year, first semester. The letter L denotes Practical Lab. Please see full course descriptions with clock hour requirements at the end of this catalog.

Bachelor of Science Midwifery Curriculum

Year 1, Semester 1

Course Number	Course Name	Credits	Clock Hours	Gen Ed Category
COM401	Advanced Communication for Health Professionals	3	45	Communication
STA402	Applied Statistics for Healthcare	3	45	Mathematics
PSY403	Psychology of Childbearing Families	3	45	Social Science
ETH404	Ethics and Human Rights in Global Health	3	45	Humanities / Ethics
CUL405	Cultural Anthropology in Maternal Health	3	45	Social Science / Culture
Total		**15**	**225**	

Year 1, Semester 2

Course Number	Course Name	Credits	Clock Hours	Gen Ed Category
BIO406	Biology of Reproduction and Development	3	45	Natural Science
WEL407	Environmental Health and Community Wellness	3	45	Natural Science
SOC408	Sociology of Birth and Reproductive Health	3	45	Social Science
HIS409	History and Philosophy of Midwifery	3	45	Humanities / History
RES410	Research Methods and Evidence-Based Practice	3	45	Interdisciplinary / Writing
Total		**15**	**225**	

Program Total: 30 Credits / 450 Clock Hours

Optional Capstone Seminar

Students may elect to complete MID411 – Capstone Seminar (3 credits / 45 clock hours) as a culminating experience focused on professional synthesis, portfolio development, or scholarly inquiry in lieu of one of the above courses.

Clinical Lab Policies

Overview[9]

Every semester, students will enroll in clinical lab to gain real world experience. Throughout these labs, each student will work closely with a Licensed

Midwife/preceptor to learn midwifery. Students start by observing, and as they gain skills and experience, they become supervised assistants, and eventually act as a supervised primary.

Student's Clinical Responsibilities[10]

At the beginning of the preceptor relationship, the student and preceptor will meet to determine their mutual expectations and responsibilities. The preceptor may require the student to complete office duties or other tasks as part of the training. Students are responsible for all travel costs related to clinical duties, including room and board, when necessary.

Students will:

- Keep their CPR and NRP certifications up to date
- Follow the rules and policies set by their preceptor
- Wear their student ID whenever they are working in a clinical capacity
- Have a reliable means of communication (preferably cell phone)
- Have reliable transportation
- Abide by HIPAA regulations (see below)

[9]See the Student Handbook for an in-depth look at the clinical training process.

[10]See the "Code of Conduct" section for more information about expected behavior and the consequences for non-compliance.

- Obey Florida midwifery statutes
- Be professional
    - Punctual
    - Appropriately dressed
    - Positive attitude
    - Respectful
- Be ethical
- Be honest

Students will not:

- Practice midwifery without a preceptor present, except in an emergency
- Use the title “midwife” before being licensed
- Falsify records
- Practice midwifery when under the influence of drugs or alcohol or when otherwise impaired (debilitating illness, medication, etc.)
- Fail to show up at a birth while on call

If anyone requests that the student perform clinical duties that violate Florida statutes or these policies, the student should decline, discuss the matter privately with the preceptor, and inform the Clinical Coordinator within 24 hours.

HIPAA

Students must comply with HIPAA (Health Insurance Portability and Accountability Act) at all times — in the classroom, at the clinical site, and in all written and electronic communications.

Core Requirements:

- Protect all patient health information (PHI) in all forms (written, electronic, verbal).
- Never share identifying details about patients outside the clinical setting.
- Follow all clinical site privacy policies in addition to federal HIPAA requirements.
- Use client codes or code names — never real patient names — in all documentation, Typhon entries, emails, or messages.
- Redact all names when submitting forms that verify clinical experiences to HSM or NARM.
- Never input patient health information into any AI tool, personal device, or unauthorized software.

Consequences of HIPAA Violations: A HIPAA violation will result in a mandatory performance review with the Clinical Coordinator. The student may be placed on Clinical Probation and removed from clinical lab work for the remainder of the semester, and subject to disciplinary action up to and including dismissal from the program. If a formal complaint is issued by a preceptor or client, the student may be dismissed from the midwifery program. HIPAA violations are also reportable to the Florida Department of Health, which may deny an LM license application.

Professional Liability

As part of the tuition and fees structure, students enrolled in the Program are charged a **mandatory insurance fee**. This fee provides coverage under a **School-maintained professional liability (malpractice) insurance policy** to assist students with legal expenses related to professional liability claims (e.g., malpractice claims) that may arise from

participation in clinical training or activities required by the Program. **The only exception is VBACs (Vaginal Birth After Cesarean) in homebirth settings, which are not covered.**

If a Student becomes aware of any incident, occurrence, or situation that may reasonably give rise to a malpractice or professional liability claim, the Student must notify the Clinical Coordinator in writing within **24 hours** of the incident or as soon as practicable. Failure to report an incident in a timely manner may affect the Student's eligibility for coverage under the professional liability policy.

The School's professional liability insurance is subject to the terms, conditions, and limits of the policy. While the School provides coverage for most clinical activities, it **cannot guarantee that sufficient funds will always be available to cover all legal expenses in the event of multiple claims or significant litigation**. If coverage limits are exceeded, the Student will be personally responsible for any additional legal costs, settlements, or judgments arising from professional liability claims.

Given the limitations of the School's policy, the School strongly recommends that Students obtain **individual malpractice insurance policies** to supplement the School's coverage. This provides an additional layer of protection and ensures that the Student is adequately insured in the event of a legal claim.

Clinical Requirements for Associate of Applied Science in Direct Entry Midwifery (AAS) Program

The following is a list of clinical experiences required for graduation:

Phase	Initial Prenatal Exams	Prenatal Exams[1]	Full Continuity of Care[2]	Partial Continuity of Care[3]	Vaginal Sutures	Births[4]	Newborn Exams	Postpartum Exams
Phase 1: Observations						10		
Phase 2: Observations as Supervised Assistant	3	25				20	20	10
Phase 3: Clinical Management as Supervised Primary	20	75	5	10	5	50	30	40
Total[5]	**23**	**100**	**5**	**10**	**5**	**80**	**50**	**50**

1. Includes Initial Prenatal Exams and all other Prenatal Exams

2. Includes at least 5 Prenatal Exams over 2 trimesters, 1 Birth, 1 Newborn Exam and 2 Postpartum Exams on the same woman within 6 weeks of the birth

3. Includes at least 1 Birth and 1 Prenatal Exam on the same woman

4. Includes all Births, whether or not they qualify as Continuity of Care

5. Florida Law requires students to care for at least 50 women in each of the antepartum, intrapartum, and postpartum periods, although the same woman does not need to be seen in all three. All clinical requirements are in compliance with Florida Statute 467 and NARM. Regulations require:

- A minimum of 5 births must be conducted in the home
- A minimum of 2 births must be planned hospital births, which cannot be during an intrapartum transport, but can be an antepartum transport
- No more than five percent (5%) of the required intrapartal managements shall include TRANSFERS in active labor.
- In all categories, the supervised assistant requirements must be completed before the student midwife can begin as a supervised primary midwife.

Clinical Progress Report:

The Clinical Director will speak with each student to review clinical progress at the end of each semester. New students and those on probation may be required to meet with clinical staff more than once per semester if needed.

Clinical Documentation

Students will track their clinical experiences using the online platform, Typhon. All clinical case logs need to be entered into Typhon on a weekly basis to allow ample time for preceptors to review. Typhon will not accept case or time logs that are entered in more than 2 weeks following the encounter. The Clinical Coordinator will audit student case logs monthly and semesterly to monitor student progress.

Clinical Hours

Students will record their clinical hours using the online platform, Typhon. All hours need to be recorded in Typhon within one week. Clinical hours do not include time spent driving to the clinic, hospital, or birth site. 60 clinical hours equal one Clinical Lab credit. The student must complete the minimum required hours based on how many Clinical Lab credits s/he is registered for. For example, if the student is registered for 3 credits of Clinical Lab, s/he must complete 180 Clinical Lab clock hours. It is likely that a student will complete more than the required number of clinical hours each semester, based on the arrangements made with the preceptor.

Request for Extension

If a student does not complete all of the required Clinical Lab hours, s/he may meet with the Clinical Coordinator to request additional time to complete the remaining hours. The student must provide adequate reason for the request, which will be granted at the Clinical Coordinator's discretion. A grade of IP (In Progress) will be given until the hours are completed. If the hours are not completed by the deadline set by the Clinical Coordinator (1 semester or less), the student will fail the course.

Issues at the Clinical Site

If a problem arises between a preceptor and a student, either can contact the Clinical Coordinator to request mediation. If problems are not resolved by the end of the semester, the student may be withdrawn from that clinical site, and a new preceptor will be secured the following semester.

Preceptors have the right to dismiss students from the site for poor performance or refusal to appear at a birth while on call. If a student is dismissed from the clinical site, that student will have to attend a disciplinary performance review with the Clinical Coordinator. The Clinical Coordinator may decide to dismiss the student from the midwifery program, put the student on clinical probation and give a failing grade for the current Clinical Lab, or require the student to retake relevant coursework. Any further issues while on probation will result in dismissal from the midwifery program.

Clinical Probation

Students who fail to show up for a birth while on call or who have poor performance at the clinical site will be given Clinical Probation. Students on Clinical Probation will not be

allowed to continue clinical work until the next semester, which may result in failing the clinical lab. The following semester, the student's preceptor may submit weekly or monthly progress reports to the Clinical Coordinator. Students on Clinical Probation will meet with the Clinical Coordinator to discuss how they will improve in future semesters and may be assigned to a different preceptor.

Students who allow their CPR or NRP certification to lapse will be put on temporary Clinical Probation until they regain their certificate(s). These students will not be allowed to complete clinical work until HSM has their new certification on file.

Students may not change clinical sites without the Clinical Coordinator's approval. If a student changes sites without permission, s/he will not receive credit for any time spent at the unapproved site and must attend a performance review.

NARM Exam

During students' third year, they will take a course to help them prepare for the NARM exam. This exam is required for both the CPM and LM credentials. First, a student will the Florida Department of health, then they will register and take the exam. Certification and licensure will be granted upon passing the exam and paying all required fees. More information can be found here: http://narm.org/category/testing/

Clinical Supervision Levels, Equipment and Site Requirements

This section provides additional detail about the supervision structure, equipment you are expected to have, and specific requirements for different clinical site types. It supplements the Clinical Lab Policies section of this catalog.

Clinical Preparedness and Required Equipment

Once you begin attending clinical sites regularly, you are expected to come prepared and present yourself as a future healthcare professional. The following are required:

- Stethoscope
- Watch with a second hand (for assessing fetal heart tones and vital signs)
- Professional dress in compliance with your preceptor site's standards
- Current CPR for Healthcare Professionals certification (hands-on; AHA or Red Cross)
- Current NRP (Neonatal Resuscitation Program) certification (hands-on; AAP only) If you allow your CPR or NRP certification to lapse, you will be placed on temporary Clinical Probation immediately and may not participate in any clinical activities until updated certification is on file with HSM.

Supervision Levels

Level 1 — Observation

Your preceptor performs all clinical tasks. You observe and assist only when directed. This stage builds foundational understanding of midwifery care in a real-world setting.

Level 2 — Assisted Practice

You perform clinical skills under direct preceptor presence with real-time guidance. Your preceptor is physically present and actively supervising every interaction.

Level 3 — Supervised Independence

You perform clinical skills with your preceptor available but not necessarily at your side at all times. However, your preceptor must be physically present at all births — remote availability is never sufficient for any birth event. You must complete all supervised assistant requirements before beginning as a supervised primary midwife.

Student-to-Preceptor Ratio

A maximum of two students may be present at any single clinical event. When two students are present, the preceptor will assign clearly differentiated roles before the event begins. You may never act as the sole attendant at any birth or clinical event regardless of your supervision level.

Clinical Site Change Policy

You may not change clinical sites without prior written approval from the Clinical Coordinator and/or Clinical Director. If you change sites without permission, you will not receive credit for any hours spent at the unapproved site and will be required to attend a mandatory performance review.

Hospital Placement Requirements

Hospital and OB clinical placements require a minimum 60-day lead time before any hospital placement can begin, to allow for Affiliation Agreement negotiation and institutional review. In hospital settings, you must: always be introduced as a “student midwife” or “student clinician”; wear your HSM-issued student identification and any required institutional badges at all times; access the Electronic Health Record (EHR) only for assigned clients and only within your authorized access level; have all EHR documentation co-signed by your supervising preceptor; never independently order medications, diagnostics, or procedures; and complete all required hospital orientation modules before your first clinical day.

Certification

Upon graduation, students may apply to the Florida Department of Health to become an LM. Once they receive their Florida midwifery license (LM), they can use that to apply to NARM for their CPM by using the LM equivalency application found here: State Licensed Midwife – North American Registry of Midwives (narm.org)

CPM vs. LM

The CPM (Certified Professional Midwife) credential is accepted in most states, but Florida is not one of them. In order to practice in Florida, students must apply for their LM (Licensed Midwife) credential. However, both credentials require testing, and Florida accepts the NARM test results as part of the application for LM. Because the application process is similar, and the test qualifies for both credentials, many students will apply for both after graduation.

Employment

After the student has graduated and received an LM and/or CPM, s/he has several options for employment. Some new midwives will join a birth center. Many new midwives will start their own practices close to home. Our curriculum covers the steps necessary to start a practice in Florida, so students will be prepared for this step when they graduate. Although

HSM cannot guarantee employment, our administrative staff will help students explore their employment options.

Licensure and Credentialing Disclosures

Heritage School of Midwifery is required to inform students of the licensure and credentialing requirements applicable to its programs and to disclose whether its curriculum meets the educational requirements for licensure in the states where students are located.

HSM Institutional Licensure

Heritage School of Midwifery is licensed by the Florida Commission for Independent Education (CIE), License No. 5610. Florida Commission for Independent Education: 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400 | (888) 224-6684 | www.fldoe.org/policy/cie.

AAS in Direct Entry Midwifery — Florida Licensure Pathway

The AAS program is approved by the Florida Department of Health, Council of Licensed Midwifery, as a Florida-approved midwifery training program. Graduates of HSM's AAS program satisfy the educational requirements to sit for the NARM examination in Florida. Upon passing the NARM examination, graduates are eligible to apply for licensure as a Licensed Midwife (LM) in the State of Florida under Florida Statutes Chapter 467. Graduates who obtain Florida LM licensure through this pathway are also eligible to receive the Certified Professional Midwife (CPM) credential from NARM through the state licensure pathway.

Change of Credential — Diploma to AAS

Prior to January 2026, HSM's direct entry midwifery program was offered as a diploma program, and students who completed it before that date were awarded a Diploma in Direct Entry Midwifery. Effective January 2026, the program is offered as the Associate of Applied Science in Direct Entry Midwifery, and students who complete it are awarded the AAS degree. The Diploma in Direct Entry Midwifery is no longer offered to new students. Both credentials satisfy the same Florida Department of Health educational requirements for Licensed Midwife (LM) licensure and NARM examination eligibility that were in effect at the time each was awarded; graduates holding the Diploma retain that credential and are not required to complete the AAS. Course descriptions in this catalog that reference a Diploma program do so because those courses were part of the diploma curriculum and continue in the AAS curriculum.

Licensure in Other States

Licensure requirements for midwifery practice vary by state. Completion of HSM's AAS program satisfies Florida's educational requirements for LM licensure. For states not listed on NARM.org, or for students physically located in states where HSM has not made a determination regarding licensure compatibility, HSM will make determination whether program meets licensure and/or certificate requirements with the applicable state licensing board before enrolling. HSM will notify student of determination within 14 calendar days. For more information, visit NARM.org for state-by-state licensure requirements.

CMHMA — Medical Assisting

The CMHMA program prepares students for employment as medical assistants in maternal health settings. Medical assisting is not a licensed profession in Florida; no state license is required to practice as a medical assistant in Florida. Students seeking employment in states that do regulate medical assistants, HSM will make determination whether program meets licensure and/or certificate requirements with the applicable state licensing board before enrolling. HSM will notify student of determination within 14 calendar days.

BSM — Bachelor of Science in Midwifery

The BSM program is designed for students who already hold an LM and/or CPM credential. Completion of the BSM does not independently confer additional licensure rights.

Approved Clinical Preceptor Sites

Every clinical site where HSM students complete clinical hours operates under three written agreements:

- **Clinical Affiliation Agreement** — a site-level agreement between HSM and the clinical site, signed by the site's authorized representative and countersigned by HSM. It sets out the responsibilities of the site and of HSM, including student supervision, orientation and conduct, patient safety and privacy, insurance, and how either party may end the affiliation. HSM places students only at sites with an executed Clinical Affiliation Agreement.
- **Clinical Preceptor Agreement** — an agreement between HSM and each approved preceptor at the site, documenting the preceptor's qualifications and supervisory responsibilities.
- **Student–Preceptor Contract** — signed each term by the student, the preceptor, and HSM, confirming the placement, term dates, level of supervision, and the student's responsibilities.

Students participate at clinical sites as learners and are not employees of the site. Students must follow the site's policies in addition to HSM policy, and either the site or HSM may remove a student from a placement as described under Clinical Lab Policies. HSM's professional liability coverage for required clinical activities is described under Professional Liability. Before a site is approved, a qualified HSM faculty member — Jordan Hall, LM, CPM, Clinical Director, or Rose Trombley, LM, CPM, Academic/Clinical Coordinator — conducts a site viability evaluation.

The following clinical sites have been reviewed and approved by HSM and have an executed Clinical Affiliation Agreement. Students may only complete clinical hours at approved sites with approved preceptors. Sites and preceptors are reviewed annually; the most current list is maintained in the HSM Typhon Clinical Tracking System. A site whose preceptor approval is pending may not host students until the preceptor is approved. Contact your Clinical Director before beginning any new clinical placement.

Abundant Life Birth Center LLC

611 SW Federal Highway, Ste. M, Stuart, FL 34994 | Home Birth Practice | www.thealbc.com — Approved In-Class Skills Intensive Site

Approved Preceptor(s):

- Tammy Verdegem, LM
- Karina Aguirre, LM

Agape Birth

160 Prestige Dr., Royal Palm Beach, FL 33411 | Home Birth Practice | www.agapebirths.com

Approved Preceptor(s):

- Erika Lampkin, LM

Barefoot Birth

2740 N Florida Ave, Tampa, FL 33602 | Home Birth Practice | www.barefootbirth.com

Approved Preceptor(s):

- Charlie Young, LM, CPM

Beachside Midwifery

316 Dunlawton Ave, Port Orange, FL 32127 | Home Birth Practice | www.beachsidemidwifery.com

Approved Preceptor(s):

- Karen Kennedy, LM

Beautiful Beginnings Midwifery, LLC

3150 N Wickham Rd, Ste. 1, Melbourne, FL 32935 | Birth Center | beautifulbeginningsmidwifery.com

Approved Preceptor(s):

- Rachel Powers, LM, CPM
- Susan Testerman, LM

Being Born

17499 Hanna Rd, Lutz, FL 33549 | Home Birth Practice

Approved Preceptor(s):

- Glenda Datsko, LM

Birth Blossoms

1903 Sunrise Blvd., Fort Pierce, FL 34950 | Home Birth Practice

Approved Preceptor(s):

- Mary Rainer, LM, CPM (preceptor approval pending)

Birth Cottage

2951 Huntington Dr., Tallahassee, FL 32308 | Birth Center | www.thebirthcottage.com

Approved Preceptor(s):

- Layla Swisher, LM

Birthways Family Birth Center

4222 McIntosh Ln, Sarasota, FL 34232 | Birth Center / Home Birth Practice | www.birthwaysfamily.com

Approved Preceptor(s):

- Aliaja Allison, LM
- Christy Hersey, LM, CPM
- Christina Lavender, CPM, LM

Cape Coral Midwifery

6325 Presidential Court, Ste. 1B, Fort Myers, FL 33919 | Home Birth Practice | www.capecoralmidwifery.com

Approved Preceptor(s):

- Maureen Berning, LM, CPM

Celebrate Birth Midwifery

1525 Edgewater Beach Dr., Lakeland, FL 33805 | Birth Center | www.celebratebirth.info

Approved Preceptor(s):

- Melissa Conord-Morrow, LM
- Michelle Hannah, LM

Community Birth & Wellness Center

14 N Eustis Street, Eustis, FL 32726 | Birth Center | communitybirthcenterfl.com

Approved Preceptor(s):

- Rebecca Luckey, LM
- Delmari Howell, LM

Earthside Midwifery Care

3511 5th Ave N., Saint Petersburg, FL 33713 | Home Birth Practice | earthsidemidwiferycare.com

Approved Preceptor(s):

- Sarah Waugh, LM

East Coast Midwifery

2263 NW 2nd Ave, Ste. 206, Boca Raton, FL 33431 | Home Birth Practice | eastcoastmidwifery.com

Approved Preceptor(s):

- Michelle Cerami, LM

Essential Midwifery

Ocala, FL | Home Birth Practice | www.essentialmidwifery.com

Approved Preceptor(s):

- Carolyn Ayala, LM

Fearless Midwifery

Lakeland, FL | Home Birth Practice

Approved Preceptor(s):

- Belinda Cleaves, LM

Gentle Birth Options

210 N Walton Lakeshore Dr., Inlet Beach, FL 32461 | Home Birth Practice | gentlebirthoptions.com

Approved Preceptor(s):

- Cynthia Denbow, CNM, ARNP

Guardian Midwifery

275 S Charles Richard Beall Blvd, DeBary, FL 32713 | Home Birth Practice | guardianmidwife.com

Approved Preceptor(s):

- Rhonda Huggins, LM

Guiding Star Tampa Bay Birth & Wellness Center

1900 E Bay Dr., Largo, FL 33771 | Birth Center | guidingstartampa.org

Approved Preceptor(s):

- Tammy Masut, RN, CNM, APRN

Health First Medical Group

2325 Vidina Dr., Melbourne, FL 32940 | Hospital / OB Practice | www.hf.org

Approved Preceptor(s):

- Alanna Colon, CNM, ARNP

Heart 2 Heart Birth Center

1110 Lexington Green Lane, Sanford, FL 32771 | Birth Center | www.h2hbirthcenter.com

Approved Preceptor(s):

- Robin Coon, LM

Holistic Maternity, LLC

2519 McMullen Booth Rd., Ste. 510-219, Clearwater, FL 33761 | Home Birth Practice | www.myholisticmaternity.com

Approved Preceptor(s):

- No active preceptor at this time

Hollywood Birth Center

2316 Hollywood Blvd., Hollywood, FL 33020 | Birth Center | www.hollywoodbirthcenter.com

Approved Preceptor(s):

- Gelena Hinkley, LM, CPM

Illuminated Midwifery

215 Lithia Pine Crest, Brandon, FL 33511 | Home Birth Practice | www.illuminatedmidwifery.com

Approved Preceptor(s):

- Kitty Lakey, LM, CPM, CLC

Jen Roberts Midwifery and Massage

7120 Okeechobee Blvd., West Palm Beach, FL 33411 | Home Birth Practice | jenrobertsmidwife.com

Approved Preceptor(s):

- Jennifer Roberts, LM

Joyful Birth Midwifery Care

6225 Presidential Ct., #170, Fort Myers, FL 33919 | Home Birth Practice | joyfulbirthandbaby.com

Approved Preceptor(s):

- Sabrina Hennessy, LM

LifeSong Midwifery

2575 Toledo Blade Blvd #3, North Port, FL 34289 | Home Birth Practice | www.LifeSongMidwiferyCare.com

Approved Preceptor(s):

- Kristin Schuchmann, CPM, LM
- Rose Trombley, CPM, LM

Magnolia Birth House

16821 NE 6th Ave, North Miami Beach, FL 33162 | Birth Center | www.magnoliabirthhouse.com

Approved Preceptor(s):

- Dawna Insua, LM, CPM
- Audrey Luck, LM
- Tamara Taitt, LM

Marigold Midwifery

15701 SW 47th Ave. Rd., Ocala, FL 34473 | Home Birth Practice | www.themarigoldmidwife.com

Approved Preceptor(s):

- Hannah Baker, LM, CPM (preceptor approval pending)

Midwife Love

126 43rd Ave SW, Vero Beach, FL 32968 | Home Birth Practice | midwifelove.com

Approved Preceptor(s):

- Angela Dawn Love, CNM, ARNP

Midwife of Miami

9621 SW 163rd Ave., Miami, FL 33196 | Home Birth Practice | www.themidwivesofmiami.com

Approved Preceptor(s):

- Melanie Yepez, RN, APRN

Midwife360

2135 S. Congress Ave 1C, Palm Springs, FL 33406 | Home Birth Practice | midwife360.com

Approved Preceptor(s):

- Fadwah Halaby, LM

Modern Midwives

2344 3rd St. South, Jacksonville Beach, FL 32250 | Home Birth Practice

Approved Preceptor(s):

- Malu Critchley, LM
- Amanda (Mandi) West, LM

Mother of Thousands Midwifery

1409 Saddleridge Dr., Orlando, FL 32835 | Home Birth Practice

Approved Preceptor(s):

- Nicolle Arendt, LM (preceptor approval pending)

My Mom Glow

513 Melaluca Dr., Margate, FL 33063 | Home Birth Practice | www.mymomglow.com

Approved Preceptor(s):

- Sandra Lobaina, LM, CPM

Nourish Her Birth Services

12310 NW 52nd Court, Coral Springs, FL 33076 | Home Birth Practice | www.nourishherbirthservices.com

Approved Preceptor(s):

- Layali Etayem, LM

Nurturing Birth Services

Home Birth Practice | www.nurturingbirthservices.com

Approved Preceptor(s):

- Jehmia Williams, LM

Palms Birth House

236 SE 23rd Ave, Boynton Beach, FL 33435 | Birth Center | palmsbirthhouse.com

Approved Preceptor(s):

- Elizabeth Charron, LM

Pauline Carr Midwife LLC

4835 Red Oak Drive, Milton, FL 32583 | Home Birth Practice | www.paulinecarrmidwife.com

Approved Preceptor(s):

- Pauline Carr, LM, CPM

Peaceful Beginnings North

13129 Broadhurst Lp, Ft. Myers, FL 33919 | Home Birth Practice | www.pbnmidwifery.com

Approved Preceptor(s):

- Jamie Musich, LM, CPM

Red Moon Midwifery

12220 Atlantic Blvd., Ste. 130, Jacksonville, FL 32225 | Home Birth Practice | midwifeme.org

Approved Preceptor(s):

- Victoria Gordon, CNM, APRN

Sacred Birth Midwifery

230 Benmore Drive, Winter Park, FL 32792 | Home Birth Practice | sacredbirthfl.com

Approved Preceptor(s):

- Michelle Isla, LM

Sarasota Holistic Midwifery

Sarasota, FL | Home Birth Practice

Approved Preceptor(s):

- Shivani Lash, CPM, LM

Shugapott Birth & Wellness

747 SE 2nd Pl., Unit J, Gainesville, FL 32601 | Home Birth Practice | www.shugapott.com

Approved Preceptor(s):

- Sherlonda McNeil LM

STA Birth Collective

906 Anastasia Blvd., St. Augustine, FL 32080 | Birth Center | stabirthcollective.com

Approved Preceptor(s):

- Tiffany Martin, LM, CPM
- Louise Osborn, LM, CPM

Summit Maternity Care

950 Tamiami Tr., Unit 101, Port Charlotte, FL 33953 | Birth Center | www.summitmaternitycarecenter.com

Approved Preceptor(s):

- Deborah Fuentes, LM

Sweet Child O' Mine

215 Lithia Pine Crest, Brandon, FL 33511 | Home Birth Practice | www.sweetchildbirth.com

Approved Preceptor(s):

- Kimberly Veda (Verbarg), LM

Transitions Birth Center

6885 Belfort Oaks Pl., Ste. 215, Jacksonville, FL 32216 | Birth Center | www.transitionsjax.com — Approved Off-Campus Skills Intensive Site

Approved Preceptor(s):

- Victoria Gordon, CNM, APRN

Triple Cord Midwifery

15369 Briarcrest Cir, Ft. Myers, FL 33912 | Home Birth Practice | www.triplecordmidwifery.com

Approved Preceptor(s):

- Nicole Gawel LM

Wild Rose Midwifery

106 W Cervantes St., Pensacola, FL 32501 | Home Birth Practice | birthwithwildrosemidwifery.com

Approved Preceptor(s):

- Meagan Kennedy, LM, CPM

Code of Conduct

Student Behavior

HSM students are expected to maintain the highest ethical standards in the classroom, at clinical sites, and in all professional interactions. Suspected violations should be reported to the Academic or Clinical Coordinator. Violations include but are not limited to:

- **Illegal activities:** Students will act in a professional and ethical manner. They will observe all laws and regulations, inside and outside of the classroom. Students will become familiar with and observe HIPAA laws to protect patient confidentiality. The Florida Department of Health may deny Licensed Midwife applicants who have a criminal record.
- **Cheating:** Cheating of any kind will not be tolerated.
- **Plagiarism:** Plagiarism is when a person claims that someone else's work is his/her own, fails to properly cite sources, or claims that a previously existing work is new and original. All assignments will be original works created by the student with sources properly cited.
- **Deception:** It is not permitted to mislead others, by either action or omission. This is especially important in clinical settings, where a client's choices are often based on the information given to them by medical staff.
- **Professionalism**: Students will dress and act professionally in the classroom, at the clinical site, and when with clients. Disrespectful or unprofessional behavior may result in being dismissed from the preceptor site.

Artificial Intelligence (AI) Usage Policy

HSM recognizes that AI tools — including large language models, AI writing assistants, and AI-powered research tools — are increasingly present in academic and clinical settings. HSM's AI policy is grounded in three principles: academic integrity, clinical safety, and professional responsibility. AI is a tool, not a substitute for critical thinking, clinical judgment, or the human relationship at the heart of midwifery care.

Permitted Uses of AI

Students may use approved AI tools for: research assistance (identifying sources, summarizing literature); brainstorming and idea generation for assignments; grammar and spelling checking of student-authored writing; self-testing (generating practice questions, flashcards, or explanations of course concepts); and administrative tasks such as drafting personal emails not related to academic submissions.

Prohibited Uses of AI

The following AI uses are prohibited and constitute Academic Dishonesty: submitting AI-generated text as original student work without disclosure and instructor approval; using AI to complete quizzes, exams, or competency assessments; generating, altering, or fabricating clinical documentation, patient records, Typhon logs, or birth records using AI; inputting protected health information (PHI) into any AI tool (constitutes a HIPAA violation); using AI to generate care plans intended for direct use with patients without faculty review; and using AI to misrepresent clinical skills, hours, or experiences.

Disclosure Requirements

When AI use is permitted by an instructor for an assignment, students must disclose that use in the submission with the statement: "This work was completed with the assistance of [AI tool name]. AI was used for [specific purpose]. All analysis, conclusions, and clinical judgments are my own." Submissions that use AI without disclosure will be treated as Academic Dishonesty regardless of the student's intent. Individual instructors may establish more restrictive AI policies for their courses in the course syllabus.

Performance Review

Every year, students will attend a performance review with the Clinical Coordinator and/or Academic Director. This review will evaluate the student's academic and clinical performance over the past year. A poor review may result in probation, dismissal, or non-placement with a preceptor until any issues are resolved. Disciplinary Performance Reviews may also be scheduled as needed.

Some areas that the Performance Review may cover include:

- Grades
- Classroom behavior
- Ethics
- Professionalism
- Respect for preceptor, instructors, staff and students
- Respect for clients and their families
- Progress learning clinical skills
- Punctuality and attendance
- Preserving confidentiality and observing HIPAA regulations
- Maintaining a positive attitude
- Dressing appropriately
- Consistent and effective communication

Conditions for Dismissal

Students may be dismissed for the following reasons:

- Failing more than two classes
- Failing more than one clinical exam
- Violating academic probation
- Violating the code of conduct
- Failure to show up to a birth when on call
- Being dismissed by more than one preceptor for poor performance or behavior
- Showing up to class, clinic, or a birth under the influence of drugs or alcohol.
- Not improving after a poor performance review
- Not paying financial obligations in a timely manner
- HIPAA violations (depending on severity)
- Committing Academic Dishonesty (including AI misuse, plagiarism, or falsification of clinical records)

Dismissal and Re-Admission

When a student is dismissed, s/he will meet with the Academic and/or Clinical Coordinator to discuss the reason for dismissal and the possibility for readmission. Students who are dismissed for violence, HIPAA violations, drug or alcohol abuse, or illegal activity may not be readmitted.

If a student desires to be readmitted after dismissal, s/he may reapply for the program one year after being dismissed (or if dismissed for failure to pay financial obligations, s/he may apply after those obligations have been met.)

A student applying for readmission will have to complete all of the normal entrance requirements, including interview, application and enrollment fees. However, instead of writing an essay titled “Why I Want to be a Midwife”, the essay will be titled “My Plan for Success” and will include what steps the student has taken to rectify his or her past violations, and how the student intends to avoid making similar future violations. Readmission will be granted at the discretion of the Executive Director, Academic Dean and Clinical Dean. If a student is readmitted, s/he will be placed on Academic Probation the first semester. Any violations during that probationary period may be cause for permanent expulsion.

Formal Complaints, Appeals & Grievances

Definition. A grievance is a written complaint by a student that HSM, or a member of its faculty, staff, or a clinical preceptor, has violated a published HSM policy or procedure, treated the student unfairly, or failed to provide a service or meet an obligation to the student. Grievances may concern academic or clinical decisions, grades, discrimination, harassment, or the conduct of an HSM employee or preceptor.

Any complaints or appeals should be submitted in writing to the Academic/ Clinical Coordinator. The Academic Director and/or Clinic Director will investigate the situation, and either resolve it, if possible, or escalate it to the Clinical Dean, Academic Dean or Executive Director, as appropriate. The Executive Director may call for mediation between the student and any appropriate parties. Complaints and appeals will be addressed within 60 days after being filed. If the student is not satisfied with the results, the student may file a formal grievance with the Executive Director. Formal complaints, appeals, grievances and their resolutions will be kept on file for 7 years. If a complaint or grievance concerns the Executive Director, the student contacts the Disciplinary Committee of the Board of Trustees at disciplinary.committee@HeritageSchoolofMidwifery.com. The Executive Director, and any trustee who is employed by HSM or related to the Executive Director, is recused from the review; the Board’s external trustees review the matter and issue the decision. The same recusal applies to Title IX, ADA/Section 504, and Satisfactory Academic Progress appeal matters in which the Executive Director would otherwise decide.

Discrimination against students, staff, or faculty who file complaints is not permitted. Discrimination or retaliation of any kind will be documented and could be potential grounds for dismissal or termination of employment. HSM maintains confidentiality whenever such is legally and morally possible. The Executive Director will only notify other staff members of an issue if such notification is essential to resolution of the issue. Issues will not ever be shared outside of school employees, except as required by law and for accreditation purposes.

If, 60 days after filing a grievance with the Executive Director, the student is still not satisfied with the resolution, s/he may file a formal grievance with the Commission for Independent Education. They will act on all written and signed complaints. To do so please write a letter or send an e-mail containing the following information:

1. Name of Student (or individual wishing to voice their concern)
2. Address of Student (or individual wishing to voice their concern)
3. Phone Number

4. Name of Institution

5. Location of the Institution (City)

6. Dates of Attendance

7. A full description of the problem and any other documentation that will support your claim such as enrollment agreements, correspondence, etc. 8. The process of the Commission involves contacting the institution to obtain their response to your concern. If you do not want the Commission to contact the institution you are attending, you must state so in your documentation; however, doing so will greatly hinder the Commission's ability to assist you with your concern.

Send Letter To: *Commission for Independent Education 325 W. Gaines Street, Suite 1414 Tallahassee, FL. 32399-0400 Or E-mail: CIEINFO@fldoe.org Or Fax: 850-245-3238*

Note: Documents received in this office are considered public record. Confidentiality cannot be guaranteed. This office cannot give legal advice to any individual or take any legal action on behalf of any individual. We will investigate your concern to see what assistance, if any, we may be able to offer.

Students Located Outside Florida

Students who live outside Florida, including Bachelor of Science in Midwifery students enrolled through distance education, may also file a complaint with the postsecondary education authority in their state of residence. At enrollment, and whenever a student reports a change of physical location, the Registrar provides the student with the contact information for the complaint process in the student's state of residence as recorded in RosarioSIS. Students may request this information from the Registrar at any time.

Sexual Harassment and Title IX Policy

Heritage School of Midwifery is committed to maintaining an educational and work environment free from sexual harassment and all forms of sex discrimination. This policy applies to all students, faculty, staff, and third parties participating in HSM programs or activities, regardless of program format.

Policy Statement

HSM prohibits sexual harassment, sexual assault, sexual exploitation, stalking, dating violence, domestic violence, and any other form of sex-based misconduct. Such conduct violates HSM policy and may also violate Title IX of the Education Amendments of 1972 and applicable Florida law.

Definition of Sexual Harassment

Sexual harassment includes but is not limited to: (1) quid pro quo harassment — conditioning an educational benefit or opportunity on submission to unwelcome sexual conduct; (2) hostile environment harassment — unwelcome conduct of a sexual nature that is sufficiently severe, pervasive, or objectively offensive that it effectively denies a person equal access to HSM's educational program or activity; and (3) sexual assault, dating violence, domestic violence, or stalking as defined under applicable federal and Florida law.

Designated Title IX Coordinator

HSM has designated the Executive Director as its Title IX Coordinator. Title IX Coordinator: Executive Director, Conner@HeritageSchoolofMidwifery.com, (941) 423-4376, 2575 N. Toledo Blade Blvd. #3, North Port, FL 34289. If the complaint involves the Executive Director, contact the HSM Board of Trustees Disciplinary Committee at disciplinary.committee@HeritageSchoolofMidwifery.com.

How to Report

Any student, faculty member, or staff member who experiences, witnesses, or becomes aware of sexual harassment or sex-based misconduct is encouraged to report it to the Title IX Coordinator. Reports may be made in person, by phone, by email, or in writing. Anonymous reports may be submitted through the anonymous concern box on the HSM Student Portal. Reports may also be made to the U.S. Department of Education's Office for Civil Rights (OCR): 400 Maryland Ave. SW, Washington, DC 20202 | (800) 421-3481.

Confidentiality

HSM will handle all reports with appropriate sensitivity and will protect the privacy of all parties to the extent possible and consistent with its legal obligations.

Grievance Process

Upon receipt of a report, the Title IX Coordinator will conduct an initial assessment and, where appropriate, initiate a formal grievance process that provides written notice of the allegations, an investigation by a trained impartial investigator, equal opportunity for both parties to present evidence, written findings, and the right to appeal.

Prohibition on Retaliation

Retaliation against any person who reports, assists in reporting, or participates in an investigation under this policy is strictly prohibited and is itself a violation of this policy.

ADA and Disability Non-Discrimination Policy

Heritage School of Midwifery complies with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and the ADA Amendments Act of 2008 (ADAAA). HSM does not discriminate against qualified individuals with disabilities in any aspect of its educational programs, activities, or employment.

Designated ADA / Section 504 Coordinator

The Executive Director serves as HSM's designated ADA/Section 504 Coordinator. Email: Conner@HeritageSchoolofMidwifery.com | Phone: (941) 423-4376. If the concern involves the Executive Director, contact the HSM Board of Trustees Disciplinary Committee at disciplinary.committee@HeritageSchoolofMidwifery.com.

Student Accommodation Process

Students seeking academic accommodations must: (1) submit a written request to the Disability Resource Coordinator; (2) provide written documentation from a licensed healthcare provider identifying the disability and recommending specific accommodations;

and (3) meet with the Disability Resource Coordinator to establish an individualized accommodation plan. Requests should be submitted before the first week of the semester in which accommodations are needed. The Disability Resource Coordinator can also guide students through the Florida Department of Education Vocational Rehabilitation (VR) application process.

Confidentiality

All disability-related information is treated as confidential and maintained in separate, secure files. Disability information will not be disclosed to faculty, staff, or clinical preceptors beyond what is necessary to implement an approved accommodation.

Grievance Procedure

Students who believe they have been subjected to disability discrimination or denied a reasonable accommodation may file a grievance using HSM's internal complaint process. Students may also file a complaint with the U.S. Department of Education's Office for Civil Rights: 400 Maryland Ave. SW, Washington, DC 20202 | (800) 421-3481 | OCR@ed.gov.

Student Physical Location Policy

Applies to: All Programs — CMHMA, AAS, and BSM

Heritage School of Midwifery and Natural Health Sciences is committed to ensuring that all students are enrolled in programs that meet the educational requirements applicable to their intended state of licensure, credentialing, or employment. This policy governs how the institution determines a student's physical location, how students notify the institution of a change to their physical location, and the potential impact of physical location on program completion and employment eligibility.

Determination of Physical Location at Enrollment

A student's physical location at the time of enrollment is determined using the following documentation, which is required from all applicants as part of the admissions process:

- Government-issued photo identification (birth certificate or driver's license); and
- Current mailing address provided on the admission application and signed Enrollment Agreement.

The state reflected in the submitted identification and the address provided on the admission application and Enrollment Agreement together establish the student's official physical location at the time of enrollment. This information is recorded by the Registrar in RosarioSIS as part of the student's official enrollment record. This process is applied consistently to all students regardless of program or delivery method.

Geographic Enrollment Restriction — CMHMA and AAS Programs

The Certificate in Maternal Health Medical Assisting (CMHMA) and the Associate of Applied Science in Direct Entry Midwifery (AAS) programs are only open to students who are physically located in the State of Florida at the time of enrollment, OR who intend to relocate to Florida and become licensed in Florida upon program completion.

This restriction reflects the institution's determination that:

- The AAS program **satisfies** the educational requirements for Licensed Midwife (LM) licensure in the State of Florida under Florida Statutes Chapter 467, as approved by the Florida Department of Health, Council of Licensed Midwifery.
- Medical assisting is **not a licensed profession in Florida**; no state license is required to practice as a medical assistant in Florida. The CMHMA is designed to prepare graduates for the Florida maternal healthcare employment market.
- HSM has not made a determination regarding whether the CMHMA or AAS curriculum satisfies the educational requirements for licensure or credentialing in states other than Florida. Accordingly, HSM does not enroll students who are physically located outside Florida unless they meet the relocation attestation requirement described below.

BSM Program: The Bachelor of Science in Midwifery is a fully online program for students who already hold an active or prior LM and/or CPM credential. Because the BSM does not independently confer initial licensure rights and is available to already-credentialed practitioners, the geographic enrollment restriction applicable to the CMHMA and AAS does not apply to the BSM program. BSM students may be physically located in any state at the time of enrollment.

Enrollment of Students Located Outside Florida — CMHMA and AAS

A prospective CMHMA or AAS student who is physically located outside the State of Florida at the time of application may be considered for enrollment only if the student provides a signed and dated Student Location and Relocation Attestation prior to enrollment that confirms all of the following:

1. The student has received and reviewed HSM's disclosure that the CMHMA and AAS programs are designed to satisfy Florida educational requirements for employment and licensure, and that HSM has not made a determination regarding whether these programs satisfy the educational requirements for licensure or credentialing in the student's current state of residence; 2. The student intends to relocate to the State of Florida before or upon program completion for the purpose of seeking employment or licensure in Florida; and 3. The student understands and acknowledges that the AAS program satisfies the educational requirements for Florida Licensed Midwife (LM) licensure under Florida Statutes Chapter 467, and that the CMHMA prepares graduates for maternal healthcare medical assisting roles in Florida where medical assisting is not a licensed profession.

The Student Location and Relocation Attestation must be signed, dated, and submitted to the Admissions & Student Services Director before any offer of enrollment is extended. HSM maintains a campus-level validation policy requiring the Admissions & Student Services Director and Executive Director to jointly verify that the attestation is authentic, complete, and consistent with the student's stated application information before the student may be enrolled. Attestations are maintained in the student's permanent admissions file.

Notification of Change in Physical Location

All enrolled students in all programs are required to notify the Registrar in writing of any change to their physical location — including a change of permanent address or state of residence — within 30 days of the change occurring. Notification must be submitted by email to OfficeofRegistrar@heritageschoolofmidwifery.com or by completing a Change of Address form available from the Registrar's office. Upon receipt of a change notification, the Registrar will:

1. Update the student's address and physical location in RosarioSIS;

2. Forward the updated information to the Admissions & Student Services Director and Executive Director for review; and

3. Initiate the applicable response procedure described below.

For CMHMA and AAS students who relocate outside Florida during enrollment: If an enrolled CMHMA or AAS student notifies the institution of a change in physical location to a state outside Florida, and the student does not attest to an intent to return to Florida for employment upon graduation, HSM will provide direct written notice to the student within 14 days of receiving the change notification, stating that completion of the program may not be sufficient to meet the licensure, credentialing, or employment requirements applicable in the student's new state of residence, and that the student should independently verify their state's requirements with the applicable state licensing authority before continuing enrollment. The student will be required to meet with the Admissions & Student Services Director to review their enrollment status and options.

For AAS students completing clinical hours: A change in physical location that affects access to an approved preceptor site must also be reported to the

Academic/Clinical Coordinator within the same 30-day window so that continued placement at an HSM-approved clinical site in the student's location can be arranged.

Impact of Physical Location on Program Completion and Employment

A student's physical location — and any change to that physical location — may impact the student's ability to complete the program or to gain employment in the field for which they are trained, including eligibility for state licensure and credentialing requirements for employment. Specifically:

- **AAS graduates** must hold a Florida Licensed Midwife (LM) license to practice midwifery in Florida. Florida LM licensure requires passage of the NARM Written Examination and Practical Skills Assessment. Midwifery licensure requirements vary by state; students who relocate to another state after graduation must independently verify that state's requirements through NARM.org and the applicable state licensing board.
- **CMHMA graduates** may practice as medical assistants in Florida without a state license, as medical assisting is not a licensed profession in Florida. Students who relocate to a state that regulates medical assisting must independently verify that state's requirements before seeking employment.
- **BSM graduates** hold an advanced academic credential building upon an existing LM and/or CPM. The BSM does not independently confer licensure rights in any state. Students should consult their state licensing board regarding any impact of the BSM degree on their existing licensure or scope of practice.

Students are encouraged to contact the Admissions & Student Services Director with any questions regarding the impact of their physical location on program completion, licensure eligibility, or employment opportunities before and during enrollment.

Change of Program (Major) Policy

A Change of Program occurs when an enrolled student wishes to transfer between HSM's three academic programs. This policy governs the process, eligibility, and credit applicability for such transitions.

Eligible Program Changes

CMHMA to AAS: The most common change. CMHMA graduates receive advanced standing into the AAS program; up to 31 CMHMA credits may be applied. AAS to BSM: Upon earning the AAS degree and obtaining LM/CPM credential, students may enroll in the BSM program; AAS credits count toward the 90 transfer credits required. BSM to AAS: Generally not applicable; students interested must meet all AAS admission prerequisites and apply as a new student. AAS to CMHMA: Downward program change is rare but reviewed on a case-by-case basis.

Eligibility Requirements

- Student must be in good academic standing (minimum 2.5 cumulative GPA).
- Student must have no outstanding financial obligations to HSM.
- Student must meet all admission prerequisites of the new program.
- Student must submit a Change of Program Request Form at least 30 days before the start of the desired semester.
- Change of program may not be processed retroactively for a semester already in progress.

Credit Transfer on Program Change

Credits earned in one HSM program that are equivalent to courses in the new program will be reviewed by the Academic Director. Clinical Lab credits (CLI courses) are not automatically transferable between programs and are subject to individual review. Students who change programs must meet all clinical requirements of the new program regardless of clinical experience completed in the prior program.

Tuition and Fee Implications

Students who change programs will be subject to the tuition and fee structure of the new program as of the date of the change. The $100 enrollment fee is waived for intra-HSM program changes; the application fee is also waived if the student applies within 12 months of completing or withdrawing from the prior HSM program.

Important Notes

- A change of program resets the student's Maximum Timeframe calculation to that of the new program.
- Students who change programs more than once in a 12-month period require Executive Director approval.
- Changing programs does not affect disciplinary or academic standing records.

Re-Enrollment and Readmission Policy

Students who withdraw, are administratively withdrawn, or are dismissed from HSM programs may apply for readmission subject to the conditions outlined below. Readmission is not guaranteed and is subject to available space, satisfactory resolution of any outstanding issues, and administrative approval.

Voluntary Withdrawal — Readmission

A student who voluntarily withdraws in good academic standing may apply for readmission within two (2) years of their withdrawal date by submitting a written readmission request to the Academic Director. Readmitted students will be subject to the current catalog year's requirements. Credits earned prior to withdrawal will be evaluated for applicability under the current program requirements.

SAP Suspension — Readmission

Students suspended for failure to meet SAP must either file a successful SAP appeal or sit out for the required suspension period before applying for readmission. Readmitted students returning after SAP suspension are placed on a mandatory Academic Plan for their return semester and will be dismissed permanently if they fail to meet SAP at the subsequent evaluation.

Dismissal for Conduct or Academic Dishonesty — Readmission

Students dismissed for violations of the Code of Conduct, academic dishonesty, HIPAA violations, violence, or substance abuse may not be readmitted to any HSM program without the express written approval of the Executive Director. Such students may not apply for readmission until at least twelve (12) months after the date of dismissal, and only if the circumstances that led to dismissal have been fully resolved. The Executive Director's decision on readmission following dismissal is final.

Financial Holds

No student may be readmitted while carrying an outstanding financial obligation to HSM. All balances must be paid in full before a readmission application will be considered.

Re-Enrollment Conditions

All readmitted students must: sign a new Enrollment Agreement; complete any required updated orientation; meet all current admission prerequisites; and provide updated immunization records, CPR/NRP certifications, and any other required documentation. Students readmitted after an absence of more than two (2) years may be required to repeat clinical preparation coursework at the discretion of the Academic Director.

Social Media and Electronic Communications Policy

HSM students, faculty, and staff are expected to conduct themselves professionally in all electronic communications, including social media, email, text messaging, online forums, and any other digital platform. This policy applies to communications made in a personal capacity when those communications may reasonably be associated with HSM, its students, patients, preceptors, or clinical sites.

General Principles

- Professionalism: All online communications should reflect the professional standards expected of a healthcare professional.
- Patient Privacy: HIPAA applies to all electronic communications. Students must never share patient information — including photos, videos, descriptions, or any identifying

details — on any social media platform or in any electronic format, regardless of privacy settings. This prohibition applies even with patient permission.
- Clinical Site Confidentiality: Do not photograph, record, or post content from clinical sites without explicit written approval from the site and HSM.
- HSM Representation: Students may not post content that implies they are speaking on behalf of HSM without written authorization.
- Respectful Conduct: Online interactions involving faculty, staff, fellow students, preceptors, or patients must be respectful. Harassment, defamation, threats, or discriminatory content is prohibited.

Electronic Communications

All official communications from HSM will be sent to students' Heritage School email addresses. Students are required to monitor their HSM email regularly.

Communications containing patient information must be conducted through approved, HIPAA-compliant channels only.

Cell Phone Policy

Cell phones and personal electronic devices must be silenced during all synchronous class sessions, skills intensives, and clinical experiences. Device use during class is limited to course-related activities unless the instructor expressly permits otherwise. Photography or video recording of patients, clinical procedures, or clinical environments using personal devices is strictly prohibited without explicit written consent from both the patient and the clinical site. Violations constitute a HIPAA breach and are grounds for disciplinary action up to and including dismissal.

Drug and Alcohol Policy

Heritage School of Midwifery is committed to providing a safe, healthy, and professional educational environment. The unlawful manufacture, distribution, dispensing, possession, or use of controlled substances, and the use of alcohol in violation of this policy, is prohibited on HSM premises, at HSM-sponsored events, and at all clinical sites.

Prohibited Conduct

- Attending class, a clinical experience, a birth, or any HSM-sponsored activity while under the influence of alcohol or any controlled substance.
- Possessing, using, selling, distributing, or being in the presence of illegal drugs or alcohol on HSM property or at any clinical site.
- Misusing prescription medications in a manner that impairs academic or clinical performance.

Consequences

Violations of this policy are grounds for disciplinary action up to and including immediate dismissal, as outlined in the Code of Conduct. HSM will refer cases involving illegal conduct to appropriate law enforcement authorities. Students dismissed for drug or alcohol violations may not be readmitted to HSM programs.

Student Support

Students who voluntarily disclose a substance use concern and seek assistance before a policy violation occurs may be referred to appropriate support resources through HSM's counseling referral services. The Substance Abuse and Mental Health Services Administration (SAMHSA) helpline is available 24/7, free and confidential: 1-800-662-4357.

Copyright and Use of Course Materials

As a student at HSM, you regularly interact with copyrighted materials — textbooks, articles, handouts, videos, and digital resources. Understanding copyright law and your responsibilities protects you, your instructors, and HSM from legal risk.

What Is Copyright?

Copyright is a form of legal protection that grants creators of original works the exclusive right to reproduce, distribute, and display their work. Almost every creative work you encounter is protected by copyright, including digital content, online articles, and materials posted in Moodle. Copyright law does not protect ideas, data, or facts, but it does protect the specific expression of those ideas.

Permitted Uses (Fair Use)

U.S. copyright law includes a "fair use" provision that allows limited use of copyrighted materials without permission in educational settings. The following are generally considered fair use: making a single photocopy of an article from a journal or a small portion of another work for your own research or private study; quoting short passages from a work in an academic paper with proper citation; and summarizing or paraphrasing published material in your coursework with proper citation.

Not Permitted

- Photocopying all the assignments from a required textbook instead of purchasing it.
- Making and distributing multiple copies of articles or book chapters to classmates.
- Uploading or sharing copyrighted course materials (textbook chapters, handouts, videos) outside the course platform.
- Submitting another person's work or any AI-generated text as your own (see AI Usage Policy and Code of Conduct).

Course Materials and Moodle

Course materials posted in Moodle are provided for your educational use within the course only. You may not download, reproduce, redistribute, or share these materials outside of the course without written permission from the instructor or copyright holder. If you use materials in an assignment or paper that were not created by you, always cite your source. Failure to properly attribute sources may constitute plagiarism under HSM's Code of Conduct.

Fiscal Information

Financial Policy

Tuition and fees are subject to change with notice. Tuition and fees for all registered classes each semester are due by the first day of the semester. After the first day of class, a $50 late fee per course will be charged. If tuition and fees are not paid in full by the add/drop date, the student will be automatically dropped from the course(s).

Semester payments may be made in full by the first day of the semester, through our monthly installment payment plan with agreement signed, or in advance through our monthly payment plan. Payment may be submitted to the Executive Director by cash, check, or Stripe. Payment made through Stripe via Debit, Credit, or ACH bank transfer will incur a 4% electronic processing fee per transaction. Paying by cash or check will not have any additional fees (unless an NSF occurs). Please make checks out to Heritage School of Midwifery.

Scholarships and Assistance

Because we are a new school, many of the traditional loans and scholarships are not yet available to our students. We are not eligible for Title IV funds (government loans/scholarships/grants). Here are some of the ways a student can finance their tuition:

Institutional Scholarships:

Heritage School of Midwifery and Natural Health Sciences offers the following institutional scholarships to enrolled students. To be eligible for any institutional scholarship, a student must be enrolled in an HSM program, be in good academic standing and meeting Satisfactory Academic Progress (cumulative GPA of 2.5 or higher and at least 67% completion). Awards are placed under review while a student is on SAP Warning and are suspended during SAP Suspension.

Scholarship	Programs	Amount	Eligibility and conditions
Student Referral Scholarship	All programs	$500, one time per referred student	Awarded to a current student who refers a new applicant, once the referred student applies, is accepted, enrolls, and completes the first two weeks of the first term.
Teaching Assistant Scholarship	CMHMA and AAS	$2,000 per semester (renewable)	Competitive. Recipients serve as a teaching assistant to an assigned instructor under a written agreement and are renewed each semester based on satisfactory performance.
Preceptor Scholarship	BSM	$1,000 per semester	Approved preceptors receive a $1,000 scholarship per semester for their clinical education support.
Faculty Scholarship	BSM	$1,000 per semester taught	Active faculty teaching in any HSM program receive a $1,000 scholarship per semester taught.
Student Ambassador Scholarship	AAS	$2,000 per semester (renewable)	Competitive. Recipients serve as Student Ambassadors under a written service agreement (about 100 service hours per term, including admissions events, information sessions, and outreach), receive monthly performance evaluations, and are renewed each semester at the Executive Director’s discretion.

Applications and the written terms for each scholarship are available from the Admissions and Student Services Officer.

Institutional Payment Plan:

Students may choose to pay tuition in four monthly installments per semester, with payments beginning at the start of each term. This plan offers:

- Interest-free payments
- Predictable monthly budgeting
- Flexibility for both full-time and part-time students

A typical monthly payment for a full-time student not receiving additional aid is approximately $1,000/month during the first year.

Monthly payments in advance:

Students can pay the school each month for the upcoming semester. Payments will vary, based on how many classes the student is taking and whether the student is getting additional funds elsewhere. A full-time student who isn't receiving any other sort of aid can expect to pay around $968/month for the first year. Semester tuition needs to be paid in full by the start of each semester. The advantage of this option is that there is no interest, so the total cost is significantly less than a loan, and there is no balance due upon graduation.

Florida Department of Education Vocational Rehabilitation (VR):

Full Tuition Funding for Eligible Students; HSM is an Approved Vendor with the Florida Department of Education's Vocational Rehabilitation Program. If eligible, VR may cover your full program cost, including tuition and required fees.

- To begin:
- Go to **https://www.rehabworks.org/** and contact your Area's contact or
- Email Student Services Officer for more info and/or assistance.

Crowdfunding:

There are several sites, where students can raise money for their education. It is up to the student to create and promote their crowdfunding campaign and ensure that they have enough money for tuition and expenses.

Private and/or Personal Loans:

These could be from a bank, credit union, or a friend/family member. Note that loans usually have interest and will increase the overall cost of your tuition. Personal loans are available to those who qualify. Requirements will vary by lender.

Tuition and Fees

Item	Amount
Application Fee	$150 (non-refundable)
Enrollment Fee	$100
Tuition	$335 per credit hour, $31,155 for the full program
Technology Fee	$70 per semester
Insurance Fee	$100 per semester*
Equipment Fees	$115 per semester

Item	Amount
Diploma Fee	$100 upon graduation. Includes 3 transcripts
Transcript Fee	$12 per extra transcript
Textbooks & Supplies	~$3,000 (estimate, not purchased from school)

*Fee only charged for Direct Entry Midwifery & Certificate of Maternal Health Medical Assisting Programs

HSM does not charge a separate distance education fee. The Technology Fee applies to students in all programs, including the fully online Bachelor of Science in Midwifery, and supports Moodle, Microsoft 365, the LIRN library, Typhon, and RosarioSIS.

Example of first semester tuition and fees:

Item	Quantity	Rate	Amount
Application Fee	1	$150	$150
Enrollment Fee	1	$100	$100
Technology Fee	1	$70	$70
Insurance Fee	1	$100	$100
Equipment Fee	1	$115	$115
Tuition	12	$335	$4,020
Total			**$4,555**

This example assumes that the student is in the direct entry midwifery program who is matriculating and not transferring credit. The first semester has the highest cost, due to the application and enrollment fees.

Tuition plus fees by semester for full-time students with no transferred credits:

Year	Semester	Credits	Cost
1	1	12	$4,555 (includes Application and Enrollment)
1	2	12	$4,305
1	3	12	$4,305
2	1	12	$4,305
2	2	11	$3,970
2	3	11	$3,970
3	1	10	$3,635
3	2	9	$3,300
3	3	4	$1,725 (includes Diploma Fee)
Total tuition plus fees			**$34,070**

Estimated cost for textbooks & supplies: $3,000

Total Program cost: $37,070.

Students are charged only for the classes they take, so tuition may be less than shown in this example for students who have credit transfers.

Drop/Add Period and 100% Refund Provision

The School observes a drop/add period that ends at the close of the second week of the term.

If a student withdraws **within the drop/add period**, they are entitled to a **100% refund of all tuition and refundable fees**, including:

- Charges for books, supplies, or equipment **that are returned in unused and resalable condition**

Program Withdrawal and Refund Policy

Withdrawals must be submitted in writing to the Executive Director. Refunds will be granted as follows:

- The application fee ($150) is non-refundable.
- Tuition and refundable fees will be refunded in full if student withdraws before the add/drop date, which is at the end of Week 2.
- For withdrawals **after the drop/add period**, the refund schedule is as follows:

Timing	Refund
Before Program Start Date	Full refund of all tuition and refundable fees, excluding the non-refundable application and enrollment fees
By the end of Week 2 of instruction	100% of tuition paid will be refunded
After Week 2 of instruction	No refund of tuition will be issued

- Tuition will not be refunded after the last day to withdraw.
- All refunds will be granted within 30 days of withdrawal. The date of withdrawal will be determined by the date that the Executive Director receives notice in writing of withdrawal, the add/drop date if student fails to pay full semester tuition, or the dismissal date if a student is dismissed.
- Textbooks and supplies are purchased from independent suppliers and are subject to the suppliers' refund policies.

Determining Withdrawal

The School will determine the student's withdrawal status using the following:

- Last Day of Attendance (LDA): The last day the student engaged in any academic activity, such as class attendance, exams, clinical participation, or submitting assignments
- Date of Determination (DOD): The date the School identifies the student is no longer enrolled, either via written notice or through administrative review (e.g., faculty reports or inactivity)

This process is used whether or not the student submits formal notice of withdrawal.

Refund Calculation and Processing

- Refunds are calculated based on the LDA and DOD
- The School does not consider all tuition "earned" after minimal enrollment
- Refunds will be processed and disbursed within 30 days of the DOD

Cancelation or Termination of the Enrollment Agreement

A student may cancel this Enrollment Agreement within three (3) business days of signing and receive a full refund of all monies paid, including tuition and fees, except for the non-refundable application and enrollment fees.

After the three-day period but before the program start date, a student is entitled to a refund of all monies paid, excluding:

- The non-refundable application and enrollment fees
- A registration fee not to exceed 10% of the contract price or $100, whichever is less

Cancellations must be submitted in writing via certified mail, email, or hand delivery. For students under legal age, the cancellation must be submitted by a parent or legal guardian.

Course or Program Cancellation Policy

We reserve the right to cancel or postpone classes for any reason. However, we will do our best to ensure that such decisions are made well before the first class. If classes are canceled, all students will receive a 100% refund of all related tuition and refundable fees within 30 days of cancellation.

Re-Admission After Withdrawal

To be considered for enrollment after withdrawal from the program a student must: be in good academic standing and current in all financial obligations to the school.

A student who returns to the program within 1 year of their withdrawal date will not need to submit a new application or pay associated fees. They will be required to sit for an interview with the admission committee and sign a new enrollment agreement.

A student who returns to the program more than 1 year after their withdrawal date will need to complete all re-application paperwork and pay associated application and enrollment fees. The student may need to retake certain academic courses if it's been more than 5 years since they last completed them. If the student did not complete their clinical externship requirements prior to withdrawing, they will continue where they left off. If they have completed their clinical externship requirements and it's been more than 3 years since the student has taken a clinical lab course, they must register for an additional clinical lab course and attend 10 additional out of hospital births as primary under supervision.

Course Descriptions

Certificate & Lower-Division Courses

BIO 110 – Anatomy & Physiology I (3 credits / 45 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course provides a comprehensive study of the structure and function of the human body, focusing on cells, tissues, and the integumentary, skeletal, muscular, and nervous systems. Emphasis is placed on understanding normal anatomy and physiology as a foundation for healthcare practice.

BIO 110L – Anatomy & Physiology I Lab (1 credit / 30 clock hours)

Programs: Certificate, Diploma, Associate Degree

Hands-on laboratory component accompanying BIO 110, providing practical experience with anatomical models, microscopy, and physiological demonstrations to reinforce lecture concepts.

BIO 111 – Anatomy & Physiology II (3 credits / 45 clock hours)

Programs: Certificate, Diploma, Associate Degree

Prerequisite: BIO 110 Anatomy & Physiology I and BIO 110L Anatomy & Physiology I Lab

This course continues the comprehensive study of human body systems, focusing on the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. Students explore homeostasis, disease processes, and clinical applications relevant to maternal healthcare.

BIO 111L – Anatomy & Physiology II Lab (1 credit / 30 clock hours)

Programs: Certificate, Diploma, Associate Degree

Prerequisite: BIO 110 Anatomy & Physiology I and BIO 110L Anatomy & Physiology I Lab

Hands-on laboratory component accompanying BIO 111, providing practical experience with dissection, physiological experiments, and clinical case studies to enhance understanding of body systems.

Year 1, Semester 1

Credits: 12 | Clock Hours: 240

BIO 101 – Reproductive Anatomy & Physiology (2 credits / 30 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: BIO 110 Anatomy & Physiology I and BIO 110L Anatomy & Physiology I Lab

Building on the foundation laid in the basic Anatomy and Physiology courses, this course is a comprehensive study of the structure and function of the human male and female reproductive systems. This course includes hands-on laboratory experience to enhance the students' understanding of the concepts presented through lecture.

BIO 101L – Reproductive Anatomy & Physiology Lab (1 credit / 30 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: BIO 110 Anatomy & Physiology I and BIO 110L Anatomy & Physiology I Lab

Hands-on laboratory component accompanying BIO 101.

LAW 101 – Florida Law and Rule (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

This course focuses on Florida Statute 467, the Midwifery Practice Act, and 64B24 in the Administrative Code. It covers the law and rule specific to the practice of direct-entry midwives in Florida, the history of the law, the legislative and rule-making processes, and the role of the Council of Licensed Midwifery, the Department of Health, and the Midwives Association of Florida.

HIS 101 – History of Midwifery (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

This course delves into the history of midwifery throughout the world, with emphasis on the history of midwifery in the United States and how that history impacts the practice of midwifery today.

ETH 101 – Ethics (1 credit / 15 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course presents the theory and practice of informed consent, mutual decision-making, patient privacy and HIPAA. It seeks to provide an understanding of the importance and complexity of ethics in healthcare, explores the role of the students' own ethics and personal opinions and how this can affect the care they provide.

COM 101 – Communication (2 credits / 30 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course covers basic elements of interpersonal communication including both verbal and non-verbal communication, cultural differences, effective listening, coaching, asking powerful questions, conflict resolution, counseling, facilitating healing, and teaching.

DOU 101 – Labor Support (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

This course explores the physiology of pain and pain relief, natural comfort measures for labor and why they work, and the role of the doula.

STR 101 – Strategies for Success (1 credit / 15 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course covers essentials for student success including time management, note-taking skills, test-taking skills, effective studying, writing a research paper, appropriate use of technology, decision-making, problem-

solving, stress-management, and cultivating a healthy balance of home/personal life and educational/clinical requirements.

MID 101 – Midwifery Skills I (1 credit / 15 clock hours)

Programs: Certificate, Diploma, Associate Degree

Matriculating students only

Each course in the Midwifery Skills sequence is delivered as theory-based lecture: didactic instruction covers the anatomy and physiology underlying each skill, its indications and contraindications, the evidence base and current standard of care, infection control, documentation, and the recognition of findings that require consultation or referral. Instruction is delivered on campus, where lecture content is reinforced through faculty demonstration and guided student practice. The first course in the six-part Midwifery Skills sequence introduces the instruments and equipment used in out-of-hospital midwifery practice and their cleaning, sterilization, and storage. Students practice hand hygiene and standard precautions, vital signs, general physical assessment, measurement and documentation of findings, and professional conduct and communication in a clinical setting. Student competency in the skills taught is assessed by practical examination on Skills Day.

CLI 101 – Clinical Lab (1 credit / 60 clock hours)

Programs: Certificate, Diploma, Associate Degree

Matriculating students only

The first clinical term of the program, taken in Year 1, Semester 1 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 1 (Observation): they observe prenatal, intrapartum, and postpartum care and office procedures with the Preceptor physically present and directly supervising at all times, building familiarity with the rhythm of practice, informed consent, charting, and the midwife–client relationship before assuming hands-on responsibility. Emphasis in this term is on orientation to the clinical site, site policies and safety, and beginning the required birth observations. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Year 1, Semester 2

Credits: 12 | Clock Hours: 225

BIO 112 – Genetics, Embryology, & Fetal Development (3 credits / 45 clock hours)

Programs: Diploma, Associate Degree

This course is a study of basic genetic principles including the structure of DNA and genes, principles of inheritance, the origins of genetic malfunction, and the normal development of a human from conception through birth.

NUT 102 – Nutrition (3 credits / 45 clock hours)

Programs: Diploma, Associate Degree

This course explores the relationship between nutrition and health and the impact diet has on a woman's reproductive health, pregnancy, birth, postpartum, and lactation. Topics covered include an in-depth study of the physiology of digestion, assimilation, and GI health; basic nutritional principles relevant to all humans; specific unique nutritional needs of the pregnant and lactating woman; nutrients and their sources; special dietary needs and choices including food allergies and sensitivities and vegan and vegetarian diets; signs of nutrient deficiencies and PICA; and nutritional evaluation.

RES 102 – Research Analysis (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

This course is an introduction to the types, quality, and formats of scholarly research. Students will evaluate articles presented in peer-reviewed journals, discuss how the research presented applies to midwifery practice, and learn the principles of statistics as they pertain to medical research.

PSY 102 – Psychology for Midwives (1 credit / 15 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course focuses on normal psychology as it relates to childbearing families. Specific topics covered include temperaments, body image, eating disorders, sexual abuse, domestic violence, motherhood and fatherhood, psychological responses to unexpected outcomes, and recognizing unhealthy psychological issues that may require referral to a counselor or psychologist.

MED 102 – Medical Terminology and Charting (1 credit / 15 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course focuses on learning terminology and abbreviations specific to medical practice and the importance of complete and accurate charting. Students will become familiar with both paper and electronic charting options.

MID 102 – Midwifery Skills II (2 credits / 30 clock hours)

Programs: Certificate, Diploma, Associate Degree

Prerequisite: MID101 Midwifery Skills I, matriculating students only

Each course in the Midwifery Skills sequence is delivered as theory-based lecture: didactic instruction covers the anatomy and physiology underlying each skill, its indications and contraindications, the evidence base and current standard of care, infection control, documentation, and the recognition of findings that require consultation or referral. Instruction is delivered on campus, where lecture content is reinforced through faculty demonstration and guided student practice. The second course in the Midwifery Skills sequence covers laboratory and medication-administration skills: venipuncture and capillary sampling, intramuscular and subcutaneous injection, specimen collection, labeling and handling, urinalysis and point-of-care testing, and the measurement, operating a 12-lead EKG, documentation, and safe handling of medications carried in midwifery practice. Student competency in the skills taught is assessed by practical examination on Skills Day.

CLI 102 – Clinical Lab (1 credit / 60 clock hours)

Programs: Certificate, Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 101 Clinical Lab, or concurrent enrollment where the student's published program of study schedules both courses in the same term.

The second clinical term, taken in Year 1, Semester 2 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 1 (Observation): they observe prenatal, intrapartum, and postpartum care and office procedures with the Preceptor physically present and directly supervising at all times, building familiarity with the rhythm of practice, informed consent, charting, and the midwife–client relationship before assuming hands-on responsibility. Emphasis in this term is on continued observation across the antepartum, intrapartum, and postpartum periods and on accurate case documentation. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Year 1, Semester 3

Credits: 12 | Clock Hours: 240

BIO 103 – Microbiology & Epidemiology (3 credits / 45 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course provides the student with a broad overview of the principles of microbiology relevant to midwifery including; universal precautions, importance and maintenance of a healthy microbiome, identification of common gynecologic infections, choosing appropriate lab tests and interpreting commonly ordered lab reports. Students will also learn and apply basic concepts of epidemiology as they relate to midwifery and public health, including disease prevention and identification, prenatal and postnatal testing, statistics, and policymaking. Included is the HIV/AIDS training required for Florida midwifery licensure.

BIO 103L – Microbiology Lab (1 credit / 30 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course includes hands-on laboratory experience to enhance the students' understanding of the concepts presented through lecture.

LAC 103 – Breastfeeding (3 credits / 45 clock hours)

Programs: Diploma, Associate Degree

This course is an in-depth study of the anatomy and physiology of lactation, enabling the student to accurately evaluate a baby at the breast, identify and implement solutions to common breastfeeding problems, offer effective breastfeeding education for clients, and understand the role of lactation specialists in the community.

WEL 103 – Alternative Modalities I (2 credits / 30 clock hours)

Programs: Diploma, Associate Degree

The first course in a two-part series on non-pharmacologic approaches to the prevention and treatment of health issues common to pregnancy, birth, and the postpartum period. This course focuses on herbal

medicine: plant identification, growing and harvesting, and the preparation of tinctures, infusions, salves, and other herbal remedies used in midwifery practice, together with indications, contraindications, and interactions with conventional medications.

MID 103 – Midwifery Skills III (2 credits / 30 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: MID102 Midwifery Skills II, matriculating students only

Each course in the Midwifery Skills sequence is delivered as theory-based lecture: didactic instruction covers the anatomy and physiology underlying each skill, its indications and contraindications, the evidence base and current standard of care, infection control, documentation, and the recognition of findings that require consultation or referral. Instruction is delivered on campus, where lecture content is reinforced through faculty demonstration and guided student practice. The third course in the Midwifery Skills sequence covers well-person gynecological care: the gynecological examination, speculum insertion and cervical visualization, Pap smear and cervical specimen collection, clinical breast examination, pelvimetry, and counseling technique for family planning and reproductive health. Student competency in the skills taught is assessed by practical examination on Skills Day.

CLI 103 – Clinical Lab (1 credit / 60 clock hours)

Programs: Certificate, Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 102 Clinical Lab, or concurrent enrollment where the student's published program of study schedules both courses in the same term.

The third clinical term, taken in Year 1, Semester 3 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 1 (Observation): they observe prenatal, intrapartum, and postpartum care and office procedures with the Preceptor physically present and directly supervising at all times, building familiarity with the rhythm of practice, informed consent, charting, and the midwife–client relationship before assuming hands-on responsibility. By the close of this term students are expected to have completed the ten birth observations required to advance to Phase 2. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Year 2, Semester 1

Credits: 12 | Clock Hours: 315

MID 201 – Antepartum (4 credits / 60 clock hours)

Programs: Diploma, Associate Degree

This course teaches the student to provide midwifery care from the initial contact with a client through the onset of labor, with emphasis on a normal pregnancy. Students will explore a wide range of topics including pregnancy signs, complications, and the physiology of and solutions for common pregnancy complaints.

WEL 201 – Alternative Modalities II (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

The second course in the Alternative Modalities series broadens the survey beyond herbal medicine to homeopathy, essential oils, Traditional Chinese Medicine, and other complementary approaches, and introduces the allied modalities commonly available in the communities HSM serves — including chiropractic, acupuncture, massage therapy, and nutritional counseling — with attention to scope of practice, evidence, and appropriate referral.

DIA 201 – Screening and Diagnostic Testing (2 credits / 30 clock hours)

Programs: Certificate, Diploma, Associate Degree

In this course, students become familiar with the most widely utilized lab and imaging tools used to assist the midwife in determining the health status of the mother and fetus to recognize when intervention is necessary, including all those required by Florida Law.

MID 211 – Midwifery Skills IV (2 credits / 30 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: MID103 Midwifery Skills III, matriculating students only

Each course in the Midwifery Skills sequence is delivered as theory-based lecture: didactic instruction covers the anatomy and physiology underlying each skill, its indications and contraindications, the evidence base and current standard of care, infection control, documentation, and the recognition of findings that require

consultation or referral. Instruction is delivered on campus, where lecture content is reinforced through faculty demonstration and guided student practice. Taken alongside Antepartum, the fourth course in the Midwifery Skills sequence covers prenatal assessment: Leopold's maneuvers, fundal-height measurement, fetal heart auscultation by fetoscope and Doppler, interpretation of fetal monitoring, assessment of maternal nutrition and anemia, and identification of antepartum risk factors requiring consultation or referral. Student competency in the skills taught is assessed by practical examination on Skills Day.

CLI 201 – Clinical Lab (3 credits / 180 clock hours)

Programs: Certificate, Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 103 Clinical Lab, or concurrent enrollment where the student's published program of study schedules both courses in the same term.

The first Phase 2 clinical term, taken in Year 2, Semester 1 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 2 (Supervised Assistant): they perform prenatal, intrapartum, newborn, and postpartum care under direct preceptor presence, with the Preceptor actively supervising every interaction and physically present at all births. Emphasis in this term is on antepartum assessment skills carried over from Midwifery Skills IV and on beginning the Phase 2 prenatal and initial-prenatal case minimums. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Year 2, Semester 2

Credits: 11 | Clock Hours: 300

MID 202 – Intrapartum (4 credits / 60 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: MID201 Antepartum

In this course, students learn the mechanisms of normal labor and birth, review the anatomy and physiology of the reproductive structures and fetal anatomy, learn to assess the well-being of mother and child in each stage of labor, learn how to prevent complications, recognize complications when they do arise, understand appropriate use of interventions, and smoothly transfer care when necessary.

PHA 202 – Pharmacology (2 credits / 30 clock hours)

Programs: Certificate, Diploma, Associate Degree

This course presents basic principles of pharmacology and drug therapy for pregnancy, birth and postpartum so that the student midwife can appropriately and safely recommend and administer drugs in his or her practice. Students will explore pharmacodynamics and pharmacokinetics, drug properties, routes of administration, types of drugs, dosage, drug categories, and drug profiles.

MID 212 – Midwifery Skills V (2 credits / 30 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: MID211 Midwifery Skills IV, matriculating students only

Each course in the Midwifery Skills sequence is delivered as theory-based lecture: didactic instruction covers the anatomy and physiology underlying each skill, its indications and contraindications, the evidence base and current standard of care, infection control, documentation, and the recognition of findings that require consultation or referral. Instruction is delivered on campus, where lecture content is reinforced through faculty demonstration and guided student practice. Taken alongside Intrapartum, the fifth course in the Midwifery Skills sequence covers labor and birth skills: cervical examination and assessment of labor progress, positioning and labor support, hand skills for spontaneous vaginal birth, intravenous access and fluid administration, and emergency management including shoulder dystocia, breech birth, cord complications, maternal hemorrhage, and neonatal resuscitation. Lecture content is reinforced through scenario drills, and student competency is assessed by practical examination on Skills Day.

CLI 202 – Clinical Lab (3 credits / 180 clock hours)

Programs: Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 201 Clinical Lab, or concurrent enrollment where the student's published program of study schedules both courses in the same term.

The second Phase 2 clinical term, taken in Year 2, Semester 2 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 2 (Supervised Assistant): they perform prenatal, intrapartum, newborn, and postpartum care under direct preceptor presence, with the Preceptor actively supervising every interaction and physically present at all births. Emphasis in this term is on intrapartum participation and on progression toward the Phase 2 birth and newborn-exam minimums. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Year 2, Semester 3

Credits: 11 | Clock Hours: 300

MID 203 – Postpartum (3 credits / 45 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: MID202 Intrapartum

In this course, students learn mechanisms of a normal postpartum period from the time following the delivery of the placenta through the final postpartum visit, anatomy and physiology of the involution of the uterus and postpartum recovery, how to assess the physical and emotional well-being of postpartum mother, prevent complications, recognize complications when they do arise, and become prepared to refer for psychologic or gynecologic care when necessary.

PED 203 – Newborn (3 credits / 45 clock hours)

Programs: Diploma, Associate Degree

In this course, the student midwife will learn normal newborn examinations and behavioral assessments, infant anatomy and physiology, and common complications affecting the newborn, with special emphasis on the infant's first hours of life. Topics covered include the newborn physical exam, signs and symptoms of impending problems, routine medications, when and how to transfer care to the NICU, and the 24-48 hour home visit.

MID 213 – Midwifery Skills VI (2 credits / 30 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: MID212 Midwifery Skills V, matriculating students only

Each course in the Midwifery Skills sequence is delivered as theory-based lecture: didactic instruction covers the anatomy and physiology underlying each skill, its indications and contraindications, the evidence base and current standard of care, infection control, documentation, and the recognition of findings that require consultation or referral. Instruction is delivered on campus, where lecture content is reinforced through faculty demonstration and guided student practice. Taken alongside Postpartum and Newborn, the final course in the Midwifery Skills sequence covers postpartum and newborn care: perineal assessment and repair by suturing, recognition and management of postpartum hemorrhage, the complete newborn examination and gestational-age assessment, newborn screening and prophylaxis, and lactation assessment and support. The course closes with a comprehensive review of the full skills sequence in preparation for the NARM Practical Skills Assessment. Student competency in the skills taught is assessed by practical examination on Skills Day.

CLI 203 – Clinical Lab (3 credits / 180 clock hours)

Programs: Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 202 Clinical Lab, or concurrent enrollment where the student's published program of study schedules both courses in the same term.

The third Phase 2 clinical term, taken in Year 2, Semester 3 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 2 (Supervised Assistant): they perform prenatal, intrapartum, newborn, and postpartum care under direct preceptor presence, with the Preceptor actively supervising every interaction and physically present at all births. By the close of this term students are expected to have met the Phase 2 minimums — 3 initial prenatal exams, 25 prenatal exams, 20 births, 20 newborn exams and 10 postpartum exams — to advance to Phase 3. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Year 3, Semester 1

Credits: 10 | Clock Hours: 330

MID 301 – Gynecology and Women's Health (2 credits / 30 clock hours)

Programs: Diploma, Associate Degree

Prerequisite: BIO101 Reproductive Anatomy and Physiology

With Reproductive Anatomy and Physiology as a foundation, this course is an introduction to the fundamentals of well-woman care. It supplies students with 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, family planning, problems with the female reproductive system and breasts, infertility, and interpretation of lab test results.

MID 311 – Protocol Development (3 credits / 45 clock hours)

Programs: Diploma, Associate Degree

This course provides an opportunity for students to research, write, and receive feedback on all protocols for their midwifery practice. Final protocol documents are required to be evidence-based and in accordance with F.S.467/Rule64B24, with detailed midwifery application.

MID 321 – Collaborative Management (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

This course reviews 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 honing skills for communicating as a medical professional. Emphasis will be placed on applying risk assessment from 64 B24 Florida Administrative Code during prenatal, intrapartum and postpartum care to determine a site and provider for each client. Students will be prepared to interpret data to identify current and potential health problems and needs, establish a collaboration plan with a physician, and ensure clients' safety and dignity during transport/transfer.

CLI 301 – Clinical Lab (4 credits / 240 clock hours)

Programs: Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 203 Clinical Lab, or concurrent enrollment where the student's published program of study schedules both courses in the same term.

The first Phase 3 clinical term, taken in Year 3, Semester 1 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 3 (Supervised Primary): they manage the full course of care — initial and return prenatal visits, labor and birth, newborn examination, and postpartum follow-up — with the Preceptor available and physically present at all births but not necessarily at the student's side for every interaction. Emphasis in this term is on assuming primary responsibility for the visit, clinical decision-making, and consultation and referral. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Year 3, Semester 2

Credits: 9 | Clock Hours: 315

MID 302 – Establishing a Practice (2 credits / 30 clock hours)

Programs: Diploma, Associate Degree

This course is an overview of the professional and legal issues related to establishing and maintaining a practice. Topics covered include incorporation, licensure, hiring and paying employees (and yourself), setting up accounts with labs, billing different types of insurance and Medicaid, preparing for business tax payment, bookkeeping, marketing, fostering relationships with other midwives, maintaining an outstanding reputation, and creating a close-knit birthing community.

MID 312 – Issues in Professional Midwifery (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

This course introduces the student to the current issues impacting the midwifery profession, with emphasis on the role of the midwife as a change agent in the community and in professional organizations, and touching on the potential positive impact midwives can have internationally. Topics covered include current trends in midwifery education, midwifery legislation, public education, third-party reimbursement, ethics, consumer advocacy and prevention of medical error.

MID 332 – NARM Exam Prep (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

This course provides preparation for the NARM exam, which is the official LM/CPM licensing exam, recognized by national standards and Florida state standards.

CUL 302 – Religions and Cultures (1 credit / 15 clock hours)

Programs: Diploma, Associate Degree

In this course, students will study a variety of religions and cultures and their values, practices, rituals, and customs as they relate to childbearing. The course will emphasize the importance of providing midwifery care that is culturally relevant and sensitive. Students will be challenged to recognize their own biases and prejudices and develop a deeper cultural awareness and humility.

CLI 302 – Clinical Lab (4 credits / 240 clock hours)

Programs: Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 301 Clinical Lab, or concurrent enrollment where the student's published program of study schedules both courses in the same term.

The second Phase 3 clinical term, taken in Year 3, Semester 2 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 3 (Supervised Primary): they manage the full course of care — initial and return prenatal visits, labor and birth, newborn examination, and postpartum follow-up — with the Preceptor available and physically present at all births but not necessarily at the student's side for every interaction. Emphasis in this term is on continuity of care and on progression toward the Phase 3 birth, newborn and postpartum minimums. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Year 3, Semester 3

Credits: 4 | Clock Hours: 240

CLI 303 – Clinical Lab (4 credits / 240 clock hours)

Programs: Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 302 Clinical Lab, or concurrent enrollment where the student's published program of study schedules both courses in the same term.

The final Phase 3 clinical term, taken in Year 3, Semester 3 under a qualified Preceptor at one or more approved clinical sites. Students work at Phase 3 (Supervised Primary): they manage the full course of care — initial and return prenatal visits, labor and birth, newborn examination, and postpartum follow-up — with the Preceptor available and physically present at all births but not necessarily at the student's side for every interaction. Students complete the remaining Phase 3 case minimums and the final clinical portfolio review with the Clinical Director, which establishes eligibility for graduation and the NARM examination. Hours and case logs are recorded in Typhon weekly and reviewed by the Clinical Director. Graded Pass/No Pass.

Note: Students who have completed their academic requirements but have not finished their clinical requirements must continue to register for Clinical Lab using course codes CLI401, CLI402, and CLI403 until all clinical requirements have been met.

Year 4 – Clinical Continuation Courses

CLI 401 – Clinical Lab Continuation I (1-4 credits / 60-240 clock hours)

Programs: Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 303 Clinical Lab and completion of all required academic coursework.

Clinical Lab Continuation is for students who have completed all academic coursework but have not yet fulfilled the clinical requirements for graduation. Under the supervision of a qualified Preceptor at one or more approved clinical sites, students continue Phase 3 supervised primary management across the antepartum, intrapartum, and postpartum periods. Continuation I is the first such term; students register for 1–4 credits based on the clinical hours projected with their Clinical Director at registration, and the course is graded Pass/No Pass.

CLI 402 – Clinical Lab Continuation II (1-4 credits / 60-240 clock hours)

Programs: Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 401 Clinical Lab Continuation I.

The second Clinical Lab Continuation term, for students who did not complete the remaining clinical requirements during Continuation I. Supervision, phase, and documentation expectations are unchanged; students register for 1–4 credits based on the clinical hours projected with their Clinical Director and must meet with the Clinical Director to review an individual completion plan before the term begins. Graded Pass/No Pass.

CLI 403 – Clinical Lab Continuation III (1-4 credits / 60-240 clock hours)

Programs: Diploma, Associate Degree

Matriculating students only

Prerequisite: CLI 402 Clinical Lab Continuation II.

The final Clinical Lab Continuation term. Students register for 1–4 credits based on the clinical hours remaining, work under the same Phase 3 supervision, and complete the final clinical portfolio review with the Clinical Director. Students who do not complete all clinical requirements by the end of this term must petition the Academic Dean for an extension within the maximum timeframe for program completion. Graded Pass/No Pass.

Bachelor of Science in Midwifery (BSM) – Upper Division Courses

COM 401 – Advanced Communication for Health Professionals (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Communication

This upper-division course advances interpersonal and professional communication skills for healthcare leadership. Topics include advanced conflict resolution, interdisciplinary collaboration, health literacy, motivational interviewing, cross-cultural communication, and presenting to diverse audiences. Students develop written and oral competencies essential for professional practice, advocacy, and education.

STA 402 – Applied Statistics for Healthcare (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Mathematics

This course introduces statistical concepts and applications relevant to healthcare research and practice. Students learn descriptive and inferential statistics, hypothesis testing, data interpretation, and the use of statistical software. Emphasis is placed on understanding research findings, evaluating evidence, and applying statistical reasoning to maternal health outcomes.

PSY 403 – Psychology of Childbearing Families (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Social Science

An exploration of psychological theories and research related to pregnancy, childbirth, and early parenthood. Topics include attachment, perinatal mental health, trauma-informed care, family systems, and psychosocial risk factors. Students examine the intersection of mental health and reproductive care within diverse family structures.

ETH 404 – Ethics and Human Rights in Global Health (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Humanities / Ethics

This course examines ethical frameworks and human rights principles as they apply to maternal and reproductive health globally. Topics include reproductive justice, autonomy, equity, cultural competency, access to care, and ethical decision-making in complex clinical and policy contexts.

CUL 405 – Cultural Anthropology in Maternal Health (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Social Science / Culture

An anthropological study of childbirth practices, beliefs, and rituals across cultures. Students explore how culture shapes reproductive health experiences, healthcare systems, and maternal outcomes. The course emphasizes cultural humility, structural competency, and the impact of historical and social factors on health disparities.

BIO 406 – Biology of Reproduction and Development (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Natural Science

This upper-division course provides an advanced understanding of reproductive biology, including hormonal regulation, gametogenesis, fertilization, embryonic and fetal development, and placental physiology. Students integrate cellular and molecular perspectives with clinical applications in midwifery and maternal health.

WEL 407 – Environmental Health and Community Wellness (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Natural Science

This course examines the relationship between environmental factors and maternal-child health outcomes. Topics include toxicology, water and air quality, climate change, social determinants of health, and community-based interventions. Students learn to assess environmental risks and promote wellness at individual and population levels.

SOC 408 – Sociology of Birth and Reproductive Health (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Social Science

A sociological analysis of childbirth and reproductive health in contemporary society. Topics include medicalization, power dynamics in healthcare, maternal mortality and morbidity, birth justice movements, institutional racism, and the role of social structures in shaping birth experiences and outcomes.

HIS 409 – History and Philosophy of Midwifery (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Humanities / History

This course traces the historical evolution of midwifery from ancient traditions to contemporary practice. Students examine philosophical foundations of the Midwives Model of Care™, comparative healthcare systems, legislative history, professionalization, and the ongoing struggle for legitimacy and integration within modern healthcare.

RES 410 – Research Methods and Evidence-Based Practice (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery

General Education: Interdisciplinary / Writing

An introduction to research design, methodology, and evidence-based practice in maternal health. Students learn to critically appraise literature, design research questions, understand qualitative and quantitative methods, and apply evidence to clinical decision-making. The course emphasizes academic writing, ethical research conduct, and translating research into practice.

MID 411 – Capstone Seminar (3 credits / 45 clock hours)

Programs: Bachelor of Science in Midwifery *(Optional)*

This culminating experience allows students to synthesize their learning through scholarly inquiry, portfolio development, or a capstone project. Students demonstrate mastery of program competencies through research, reflection, and professional presentation. May be taken in lieu of one of the above courses with advisor approval.