



**Mahoning Valley School of Massotherapy LLC**  
3736 Boardman-Canfield rd  
Canfield, Ohio 44406  
Phone: 330-953-7234  
[www.mvsm.info](http://www.mvsm.info)

**Official School Handbook**

**Approved by the State Medical Board of Ohio**

**Approved by the Ohio Board of Career Colleges and Schools**

**Registration number  
11-01-1955T**

**August V. D'Amato (Director)  
Alexis N. Zuzga (Administrator)**

**School handbook published October 2010  
Revised December 2019**

# Description of Program

## Educational Viewpoints

Mahoning Valley School of Massotherapy is committed to developing skilled massage therapists whose enthusiasm for the profession allows them creativity and proficiency in the rising field of massotherapy. Compassion for others that is nurtured and directed supports a multidimensional approach in the increasing field of massage and bodywork therapies.

Combining anatomy and physiology with the growing possibilities of massage therapy permits the graduate to carefully center their inspired goals. Each of the three terms guides the student toward becoming a talented, creative and compassionate massotherapy professional.

*Term 1:* Highlights basic hands on techniques, hygiene, professionalism, proper body mechanics, homeostasis, fundamentals of anatomy and physiology and massage theory and practicum.

*Term 2:* Massage theory and practical classes continue with hands on techniques and procedures. Knowledge of anatomy and physiology is explored further as students examine the systems that make up the human body. Students will start their massage clinics.

*Term 3:* Massage theory and practical classes continue highlighting the physiological effects and therapeutic applications. Intro to pathology, massage ethics class and business class. Students will continue their massage clinics. Anatomy and physiology classes continue with musculoskeletal and other systems of the body with detail and emphasis on palpatory skills. Review and study of major systems of the body and balances and imbalances within these systems are explained. Massage theory and practical classes continue with a more in depth look into physiological effects and therapeutic applications and other bodywork modalities.

The massage therapy program at Mahoning Valley School of Massotherapy trains students for a professional and successful position in massage therapy.

# **Mahoning Valley School of Massotherapy**

## **School Objectives**

- Furnish students with the necessary skills, education and training to sit for the Massage and Bodywork Licensing Exam (MBLEX).
  - Give students the opportunity to establish their intrinsic healing talents.

## **Scope of Practice**

- Encourage in students a sense of working together with associated medical fields, to value the skills and resources of other professions.
  - To promote in students a moral and ethical respect for the human body.
- Prepare students for opportunities with other LMTs, operating a private practice or exploring new approaches to soft tissue therapy.

## **Applicant Admission Requirements**

- Enrolling students must be 18 years of age or older.
- Minimum educational requirement is graduation from high school or proof of G.E.D (general education development) certificate.
- The applicant must make an appointment before the start of classes for a personal interview.

**Before the start of classes, each student must be interviewed and submit the following information:**

1. Applicants must complete a Mahoning valley school of Massotherapy health intake form.
2. Potential students must present and official high school transcript or G.E.D sent to Mahoning valley school of Massotherapy.

## Mahoning Valley School of Massotherapy 2019-2020 Academic Calendar

Monday, March 25, 2019	Orientation spring class 2019
Tuesday, March 26, 2019	Spring Class 2019 begins
Saturday, April 20 <sup>th</sup> - 29 <sup>th</sup>	Spring Break
Tuesday, May 3 <sup>rd</sup> 2019	Classes resume
Monday, May 27 <sup>th</sup> 2019	Memorial Day ; Classes cancelled
Wednesday, July 3 <sup>rd</sup> -7 <sup>th</sup>	Summer Break
Monday, July 8, 2019	Classes resume
Thursday, July 25, 2019	spring class term 1 ends
Monday, July 29, 2019	spring class 2019 term 2 begins
Monday, Sept. 2, 2019	Labor Day; Classes cancelled
Monday, Oct. 14, 2019	Columbus Day. Classes cancelled
Monday, Nov.11, 2019	Veterans Day. Classes cancelled
Friday, Nov. 29, 2019	spring class 2019 term 2 ends
Wednesday, Nov. 27- Dec. 1	Thanksgiving Break
Monday, Dec. 2, 2019	classes resume. Spring class 2019 term 3 begins
Thursday, Dec. 19 <sup>th</sup> - Jan. 5 <sup>th</sup> 2020	Christmas break
Monday, Jan. 6, 2020	Classes resume
Monday, Jan. 20, 2020	MLK day. Classes cancelled
Friday, Jan. 24, 2020	fall classes 2019 term 1 ends
Monday, Jan. 27, 2020	Fall Class 2019 term 2 begins
Monday, Feb. 17, 2020	President's Day. Classes cancelled.
Friday, April 10, 2020	Spring class 2019 term 3 ends. Graduation.
Friday, April 10-19 2020	Easter Break
Monday, April 20, 2020	Classes Resume. Spring class 2020 begins.
Monday, May 25, 2020	Memorial Day. Classes cancelled. Fall class 2019 term 2 ends.
Tuesday, May 26, 2020	Fall classes 2019 term 3 begins
Friday, July 3 – 6 2020	Summer break. Classes cancelled.
Tuesday, July 7, 2020	Classes resume
Friday, Aug. 21, 2020	Spring class 2020 term 1 ends
Monday, Aug. 24, 2020	Spring class 2020 term 2 begins
Monday, Sept. 7, 2020	Labor Day. Classes cancelled.
Friday, Sept. 25, 2020	Fall class 2019 term 3 ends. Graduation.
Monday, Sept. 28, 2020	Fall class 2020 term 1 begins

## Services for Students

### Student Advisement

Students in need of tutoring or advice can meet with their instructors or the school director to help discuss concerns. School faculty are happy to work with students to help encourage successful completion of the program.

### Career Information

Many opportunities are available for the licensed massage therapist (LMT) upon graduation from Mahoning Valley School of Massotherapy. As the school becomes aware of employment opportunities, we will make these available on our message boards. Students may find helpful information here concerning career prospects, workshops and continuing education classes.

#### **Career Choices available for LMTs**

Massage therapy clinics	Cruise Ships	On- Site corporate massage
Orthopedic Clinics	chiropractic clinics	nursing homes
Sports medicine clinics	hospitals	physical therapy clinics
Salons	health clubs	retirement centers
Ski resorts	YMCA/YWCA	rehab centers
Private practice		

### Student Services

All student records are located in the office in a secured location. Students may review their private files by making arrangements with a staff member.

## Tuition and Fees

Application fee \$25.00 due at signing of enrollment agreement

	Term 1	Term 2	Term 3
Down payment	\$250.00 Included in First months Payment	N/A	N/A
Tuition	4 monthly pmts Of \$665.00	4 monthly pmts of \$665.00	4 monthly \$665.00
2 year tuition Financing option	4 monthly pmts \$332.50	4 monthly pmts \$332.50	4 monthly \$332.50
Textbooks	Approx \$215.00 + tax	N/A	N/A
Student Liability	TBA	N/A	N/A
Total	\$2875.00	\$2660.00	\$2660.00

**Total cost of the program \$8220.00**

**\*Tuition and fees are estimated and subject to change**

### Tuition and Payment Plan option

1. **Payment plan schedule:** A \$250.00 down payment is due prior to the start of classes. A monthly payment of \$665.00 is due the first week of each month for 12 months.
2. **Tuition Financing Option:** Students have the option to finance their tuition through the school interest free for one year. Eligible students will sign an agreement stating that they will make a payment of 332.50 once a month for two years. Students who choose this option will graduate after they have completed the entire course, but will still be responsible to pay their remaining balance.  
**\*All checks and major credit cards accepted. There will be a \$40.00 fee for all returned checks regardless of payment plan.**



## **Administrative policies**

### **Cancellation and settlement policy**

The enrollment agreement may be cancelled within five calendar days after the date of signing provided that Mahoning Valley School of Massotherapy is notified of the withdraw. If such cancellation is made, the school will promptly refund in full all tuition and fees in accordance to the enrollment agreement. This refund will be made no later than thirty days after cancellation. This agreement does not apply if the student has already started classes.

### **Refund Policy**

If the student is not accepted into the massotherapy program, all tuition and fees paid by the student shall be refunded. Refunds for books, supplies and consumable fees shall be made in accordance with Ohio Administrative code section 3332-1-10

1. A student who withdraws before the first class and after the 5 day cancellation period shall be responsible for the registration fee.
2. A student who withdraws before the academic term is 15% completed is responsible for 25% of tuition and fees.
3. A student who withdraws before the term is 15% completed but before the academic term is 25% completed will be responsible for 50% of tuition and fees.
4. A student who withdraws before the term is 25% completed but before the academic term is 40% completed is responsible for 75% of tuition and fees.
5. A student who starts classes and withdraws after the term is 40% completed will not be given a refund of tuition and fees.

A student wishing to withdraw from Mahoning valley school of massotherapy is asked to meet with the school director and explain the reason for cancellation and the date of departure.

### **Conduct Policy**

The Mahoning Valley School of massotherapy will keep a record of student's negative conduct and behavior. Disrespectful conduct, disruptive to the educational procedures or harmful to person or property may result in termination of a student's education at school.

### **Attendance Policy**

Attendance sheets are used to keep a record of each student advancement toward the curriculum hours needed for graduation. Students arriving late for class must sign in at the time of their arrival. Credit will not be given for class or clinic time missed. Students supplying false information on sign in sheets will be dismissed from that class with no credit given for the hours attended.

### **Probation Policy**

A student may be placed on probation if he/she does not complete financial responsibilities or violate school policies.

Students will be notified by administration that they have been put on probation. The student will be given conditions necessary for the ending of the probation period. Once these requirements are met, the student will be informed by the school of the date he/she is off probation.

## **Dismissal Policy**

### **Cause for dismissal From Mahoning Valley School of Massotherapy:**

1. Refusal to make tuition payments as agreed with in terms of the enrollment agreement.
2. Refusal to comply with school policies.
3. Using or distributing illegal substances or controlled substances .
4. Disruptive classroom behavior.
5. Cheating on an exam.
6. Unexcused absence from a class for a period of 6 weeks.

### **A student may re-enter the school after a one month period provided:**

1. An agreement letter is given by the student stating they wish to continue studies and follow the conduct standard of the school.
2. A personal interview has been conducted by the school director with the student.
3. School administration is sure that the student is ready to continue studies with the dedication required by the school and the massotherapy profession.

## **Complaint and Grievance Policy**

Student complaints regarding grades, classroom policies and attendance are discussed first with the instructors. If the student is not satisfied with the results of the discussion, a meeting should be scheduled with the school director.

Any administrative complaints that concern the student should be discussed with the director.

Whether or not the problem or complaint has been resolved to his/her satisfaction by the school, the student may direct any problems or complaints to the **Executive Director, State Board of Career Colleges and Schools, 30 east Broad St, suite 2481, Columbus, Ohio 43215**  
**Phone: 614-466-2752; Toll free 877-275-4219**

## Grading Policy

The grading scale of Mahoning Valley School of Massotherapy is as follows:

<b>100%- 92%</b>	<b>A</b>
<b>91%- 83%</b>	<b>B</b>
<b>82%-75%</b>	<b>C</b>
<b>74%- 66%</b>	<b>D</b>
<b>65%-0%</b>	<b>F</b>

Progress reports will be issued during the middle of each term. Students can discuss their progress with their instructors and get advice for areas of improvement. Students will be eligible to sit for the Ohio State licensing exam after completing the program with a 75% average or better. Students that do not meet the minimum requirements will not be recommended for the licensing exam.

### Class Attendance policy

The diploma program of Mahoning Valley School of Massotherapy consists of a minimum of 750 clock hours including 50 clinic hours. During the program students are required to attend class 5 days a week totaling 20 hours in order to complete the course in one year. 50 clinic hours must be completed by the end of the third term.

### Absence Policy

Students must sign in and out of each class so that attendance can be recorded, they must also make up specific hours missed. **All 750 hours must be completed by graduation.** 30 absences in a class, clinics or any other required activity may result in the suspension of school training.

### Make-up Policy

At the end of each week all homework and examinations must be completed unless arrangements have been made with the instructor. Work made up after that may be dropped a letter grade. After two weeks the student will receive an incomplete and a zero for the assignment. Exceptions are made for serious reasons by contacting the instructor prior to the exam.

### Leave of Absence Policy

Students may be granted a leave of absence for no more than 120 days. A student who is given a leave of absence must repeat the entire term when they return.

### **Satisfactory Progress Policy**

Upon completion of the program, all grades from each course should average 75% or better. If an instructor in consultation with the director of the school, determines that the student is unable to gain knowledge and skills required for successful completion of the program the student may be dismissed. If a student has not obtained a grade average of 75% or better by the end of the first term they will be notified in writing that a conference is necessary. The director of the school may choose to either dismiss the student or place them on academic probation.

### **Unsatisfactory Progress Policy**

If a student does not have a GPA of 75% or better by the end of the first term, the student will be counseled and put on probation for the next term. If the student does not have a 75% or better at the end of the second term, the student will be dismissed.

### **Re-entrance after Dismissal for Unsatisfactory progress**

A student who has been dismissed for unsatisfaction must wait a minimum of one term (4 months) before reapplying to the school.

### **Graduation Requirements**

- Payment of all tuition and fees
- A passing grade in all classes
- Completion of the required hours for the program

### **Certification**

After completing 750 hours in an approved massotherapy school and passing the MBLEX exam. A limited practitioner's license in massage therapy will be awarded.

### **Previous Education and Training**

When Mahoning Valley School of Massotherapy receives receipts of transcripts and any requested documentation, the school will credit all appropriate previous education. The student will be tested to determine if credit for a course may be awarded.

### **Facilities**

Mahoning Valley School of Massotherapy is located at 3736 Boardman-Canfield rd. Canfield, Ohio 44406 .

#### **The school amenities include:**

- Lobby
- main office
- massage theory and practicum classrooms
- basic science (anatomy and physiology) classroom
- Two massage practical/clinical
- resource center
- two student break rooms
- Lunch room with kitchen

\*The maximum number of students permitted in each classroom at any time given is 12

### **Educational Equipment available for student use**

In addition to text books, students may use the school resource center with wyfi access to assist in studies and all school assignments. The school will provide all massage tables used during massage practicum class and all student massage clinics. Students also have access to the school media center, this provides students with computer and dvd learning aids on particular massage and basic science topics that they will be tested on.

## Curriculum Objectives

The massage therapy curriculum is developed to provide the students with the necessary knowledge to sit for the MBLEX exam. During the course of this program, students are expected to:

- Display a comprehensive understanding of anatomy and physiology and its relation to massage therapy.
  - Demonstrate the palpatory skills necessary for the student to become a massage therapist.
  - Encourage students to explore other bodywork therapies including neuromuscular therapy and myofascial release.
  - Introduce the student to basic eastern philosophies and the body's energy systems.
- Promote a mind body spirit motto that will keep students open minded throughout their learning experience.
  - Encourage a personal wellness with fitness, diet and spiritually.
  - Learn to work successfully with other healthcare professionals
    - Explore opportunities in the massage field
- Always respect the therapist/client relationship and keep all conversations confidential.
  - Always respect yourself and your craft, display professionalism at all time.
    - **Your reputation is Everything.**

# 750 Hour Massotherapy Program

## Term 1 (250 clock hours)

### **Medical Terminology (25 clock hours)**

**Instructor: Augie D'Amato**

This class will introduce students to the meaning of medical terms and their pronunciation. This class will give students a better understanding of word origins and how they relate to anatomy and physiology.

### **Fundamental Anatomy (45 clock hours)**

**Instructor: Augie D'Amato**

This class covers the basics of anatomy. Students will be introduced to the skeletal system, anatomical landmarks and the structures and movements of joints. This class will conclude with palpatory skills as they relate to massage therapy.

### **Physiology (30 clock hours)**

**Instructor: Augie D'Amato**

Explanation of the systems of the body and how they function will be the emphasis of this introductory class. Highlighted during the first chapters are chemical, cellular and tissue organizational levels of the body.

### **History of Massage (8 clock hours)**

**Instructor: Augie D'Amato**

This class will place emphasis on the founders of massage therapy. We will discuss different massage modalities and those who have helped to develop and shape our profession.

### **Swedish Massage Theory (35 clock hours)**

**Instructor: Augie D'Amato**

Students will learn basic techniques and procedures of a Swedish/Relaxation massage routine. During this class students will start to shape their personal massage style.

### **Swedish Massage Practicum (35 clock hours)**

**Instructor: Augie D'Amato**

In this class students will demonstrate the massage techniques learned. Much focus will be given to proper body mechanics for the client as well as the student.

### **Fundamentals of Professional Practice (20 clock hours)**

**Instructor: Augie D'Amato** students will focus their studies on the topics of hygiene, sanitation, draping and proper use of equipment and supplies. This class will also cover proper body mechanics, injury prevention and safe and appropriate communication.



# 750 Hour Massotherapy Program

## Term 1 continued

### **Massage Indications and Contraindications (20 clock hours)**

**Instructor: Augie D'Amato**

In this class students will learn about common musculo-skeletal ailments resulting from repetitive stress injuries or chronic inflammation. We will also discuss areas of caution, when to refer out as well as site specific contraindications.

### **Intro to Energy work and the 7 chakras (7 clock hours)**

**Instructor: Lexie Zuzga**

Students will be introduced to several energy work therapies. This class will encourage students to start developing their own intrinsic healing talents.

### **Professional Ethics (10 clock hours)**

**Instructor: Augie D'Amato**

This class will provide students professional approaches to ethical decision making. Moral codes and conduct in the massage profession will be discussed.

## **Massotherapy State Licensure Program (750 clock hours)**

### **Term 2 (250 clock hours)**

#### **Human Physiology part 1 (40 clock hours)**

**Instructor: Augie D'Amato**

This class will introduce the special senses and the autonomic nervous system. Motor and integrative systems will also be included.

#### **Musculo-Skeletal Anatomy part 1 (40 clock hours)**

**Instructor: Lexie Zuzga**

Students will focus on specific muscle groups and their attachments to bony landmarks as well as the nerve innervation. This class is an in depth study of the muscular system and will help students gain confidence in palpatory skills and muscle identification.

#### **Kinesiology (45 clock)**

**Instructor: Augie D'Amato**

Defined as the scientific study of muscle activity, in this class we will discuss the anatomy, physiology and mechanics of movement in the body. This class will give students a better understanding of muscle structure and function as well as treating repetitive stress injuries and sprain/strain.

#### **The Fundamentals of Therapeutic Massage part 1 (50 clock hours)**

**Instructor: Augie D'Amato**

Therapeutic massage consists of manipulating soft tissue structures of the body to prevent and alleviate pain, discomfort, muscle spasms and stress. Students will learn various massage modalities and how to improve the rate at which the body heals from injury and illness. This knowledge is a necessity when practicing in a professional environment.

#### **Pathology (25 clock hours)**

**Instructor: Augie D'Amato**

Students will be introduced to the study of disease and how it relates to massotherapy. At the end of the course students will have the ability to identify different diseases and their indications and contraindications for massage.

#### **Hydrotherapy (10 clock hours)**

**Instructor: Lexie Zuzga**

This class will discuss the benefits of water when used in conjunction with massage therapy. Students will learn several applications of hydrotherapy with the use of warm (compresses, foot soak) and cool (ice packs, cold stone facial) temperatures and when each is appropriate.

## **Massotherapy State Licensure Program**

### **Term 2 continued (250 clock hours)**

#### **Intro to Sports Massage (15 clock hours)**

##### **Instructor: Augie D'Amato**

A special form of massage that is typically used before, during and after athletic events. Students will learn how to prepare athletes for peak performance, by reducing muscle tension and fatigue, relieve swelling and promote flexibility.

#### **Massage Clinic (25 clock hours)**

##### **Instructor: Lexie Zuzga**

The student clinic is scheduled around class time so that students can experience massage therapy in a professional and competent manor. Students will compile medical histories and complete soap notes on each client. The feelings, needs and expectations of clients will also be addressed.

**Massotherapy State Licensure program  
(750 clock hours)**

**Term 3  
(250 clock hours)**

**Human Physiology part 2 (45 clock hours)**

**Instructor: Augie D'Amato**

Students will continue to study the major systems of the body. Focus will be on the balances and imbalances within the endocrine, cardiovascular and lymphatic systems.

**Musculo-Skeletal Anatomy part 2 (45 clock hours)**

**Instructor: Lexie Zuzga**

The focus of this class will continue to be on specific muscle groups. Students will be able to identify attachment points and become confident in muscular and structural assessment.

**Fundamentals of Therapeutic Massage part 2 (70 clock hours)**

**Instructor: Augie D'Amato, Lexie Zuzga, various guest speakers**

In this class students will continue to explore different therapeutic massage modalities including aromatherapy, prenatal massage, trigger point therapy and acupressure. At this time, we will also welcome guest speakers to lecture on a massage field of their specialty. Students will have the opportunity to work hands on with professionals and gain helpful knowledge that will prepare them for a future career in the profession.

**Professional Ethics part 2 (15 clock hours)**

**Instructor: Augie D'Amato**

Students will continue to explore ethics in the massage field. We will discuss sample scenarios and how to confidently and professionally deal with each situation.

**Hot Stone Therapy (15 clock hours)**

**Instructor: Lexie Zuzga**

This class will teach students how to use warm basalt stones as an extension of the hand. This is a therapeutic treatment that improves circulation and helps relax tired and sore muscles. Students will also review hydrotherapy techniques and indications and contraindications.

**Business and Marketing (25 clock hours)**

**Instructor: Augie D'Amato, Lexie Zuzga**

In this class students will learn both fundamental and technical concepts of business and how to confidently execute creative ideas in the field of massotherapy. Students will also practice communication skills as well as resume building and becoming a successful entrepreneur.

**Massotherapy State Licensure Program  
(750 clock hours)**

**Term 3 continued**

**Introduction to Eastern Philosophies (10 clock hours)**

**Instructor: Lexie Zuzga**

This class will discuss massage therapy as related to eastern cultures. Focus will be on treating common ailments holistically and how to keep balance within the body through meditation, diet and massage modalities such as ayurvedic massage, cupping and shiatsu.

**Massage Clinic (25 clock hours)**

**Instructor: Lexie Zuzga**

The student clinic is scheduled on days other than class so that students can experience massage therapy in a professional and competent manor. The students will compile medical histories and complete soap notes on each client. The feelings, needs and expectations will also be addressed.

**Mahoning Valley School of Massotherapy  
Schedule of Classes**

**Monday**

11:00-3:00

Junior/senior- anatomy and physiology (classroom 2)

6:00-10:00

Freshman/soph anatomy and physiology (classroom 2)

**Tuesday**

11:00-3:00

Junior/senior massage theory and practicum (classroom 1)

6:00-10:00

Freshman/soph massage theory and practicum (classroom 1)

**Wednesday**

11:00-3:00

Junior/senior anatomy and physiology (classroom 2)

6:00-10:00

Freshman/soph anatomy and physiology (classroom 2)

**Thursday**

11:00-3:00

Junior/senior massage theory and practicum (classroom 1)

6:00-10:00

Freshman/soph massage theory and practicum (classroom 1)

**Saturday**

9:00-1:00

Junior/senior massage theory and practicum (classroom 1)

Freshman/soph anatomy and physiology (classroom 2)

1:30-5:30

Junior/senior anatomy and physiology (classroom 2)

Freshman/soph massage theory and practicum (classroom 1)

**(Depending on student sign up)**

**Sunday**

Closed

## **Administrative Staff**

**August V. D'Amato AAS, LMT**

Owner/Director

Basic Sciences Instructor

Massage Theory and Massage Practicum Instructor

**Alexis N. Zuzga LMT**

Administrator

Clinical Advisor

**Mahoning Valley School of Massotherapy LLC**

**3736 Boardman-Canfield rd.**

**Canfield, Ohio 44406**

**Phone: 330-953-7234**