



CHIROPRACTIC EXAMINING BOARD
Room 121A, 1400 East Washington Avenue, Madison
Contact: Tom Ryan (608) 266-2112
January 15, 2015

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

8:30 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A) Adoption of Agenda (1-3)**
- B) Approval of Minutes of November 6, 2014 (4-7)**
- C) Administrative Updates**
 - 1) Staff Updates
 - 2) Election of Officers **(8-9)**
 - a) Chair
 - b) Vice Chair
 - c) Secretary
 - 3) Appointment of Liaisons, Alternates, and Delegates **(10)**
 - a) Preceptor Liaison
 - b) Monitoring Liaison
 - 1) Delegated Authority Motions **(11-12)**
 - c) Credentialing Liaisons
 - d) Examination, Education and Continuing Education Liaison and Alternate
 - e) Screening Panel
 - f) Travel Liaison
 - g) Other Liaisons
- D) Legislative/Administrative Rule Matters**
 - 1) **8:35 A.M. – Public Hearing on Clearinghouse Rule 14-069 Relating to Duty to Inform Patients of Treatment Options (13-22)**
 - a) Review and Respond to Clearinghouse Report and Public Hearing Comments
 - 2) **8:40 A.M. – Public Hearing on Clearinghouse Rule 14-069 Relating to Practical Exams for Chiropractors (23-34)**
 - a) Review and Respond to Clearinghouse Report and Public Hearing Comments
 - 3) Review of Preliminary Draft of 165-CHIR 4 – Course of Study for Chiropractic Radiological Technicians and Chiropractic Technicians **(35-51)**

E) Education and Examination Matters – APPEARANCE – Ryan Zeinert, Office of Education and Examinations

- 1) Continuing Education Hardship Extension Request
 - a) Dr. Erin Scott **(52-74)**
 - b) Dr. Brian Dittman **(75-81)**

F) Call for Delegates and Board Authorized Travel – Board Consideration

- 1) National Board of Chiropractic Examiners 2015 Annual Meeting – May 3-8, 2015 – New Orleans, LA **(82-84)**
- 2) Federation of Chiropractic Licensing Boards 89th Annual Educational Congress Meeting- May 6-10, 2015 – New Orleans, LA **(85-87)**

G) Speaking Engagement(s), Travel, or Public Relation Request(s)

H) Items Added After Preparation of Agenda:

- 1) Introductions, Announcements and Recognition
- 2) Administrative Updates
- 3) Education and Examination Matters
- 4) Credentialing Matters
- 5) Practice Matters
- 6) Legislation/Administrative Rule Matters
- 7) Preceptor Approvals
- 8) Liaison Report(s)
- 9) Informational Item(s)
- 10) Disciplinary Matters
- 11) Presentations of Petition(s) for Summary Suspension
- 12) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
- 13) Presentation of Proposed Decisions
- 14) Presentation of Interim Order(s)
- 15) Petitions for Re-Hearing
- 16) Petitions for Assessments
- 17) Petitions to Vacate Order(s)
- 18) Petitions for Designation of Hearing Examiner
- 19) Requests for Disciplinary Proceeding Presentations
- 20) Motions
- 21) Petitions
- 22) Appearances from Requests Received or Renewed
- 23) Speaking Engagement(s), Travel, or Public Relation Request(s)

I) Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (§ 19.85 (1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.).

J) Credentialing Matters

- 1) Consideration of CPR Requirement **(88-89)**

K) Monitoring

- 1) James Fink, D.C. – Requesting Full Licensure **(90-107)**

L) Presentation and Deliberation on Administrative Warnings

- 1) 11 CHI 031 (C.J.S.) **(108-109)**
- 2) 11 CHI 031 (S.R.S.) **(110-111)**
- 3) 12 CHI 029 (H.N.) **(112-115)**
 - a) **APPEARANCE** – Jim Polewski, DLSC Attorney

M) Case Closing(s)

- 1) 14 CHI 005 – K.A.A. **(116-119)**
- 2) 14 CHI 026 – D.S. **(120-122)**

N) Case Status Report (123)

O) Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Disciplinary Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petition(s) for Summary Suspensions
- 7) Proposed Stipulations, Final Decisions and Orders
- 8) Administrative Warnings
- 9) Proposed Decisions
- 10) Matters Relating to Costs
- 11) Complaints
- 12) Case Closings
- 13) Case Status Report
- 14) Petition(s) for Extension of Time
- 15) Proposed Interim Orders
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

P) Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

Q) Open Session Items Noticed Above not Completed in the Initial Open Session

R) Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

S) Ratification of Licenses and Certificates

ADJOURNMENT

**CHIROPRACTIC EXAMINING BOARD
MEETING MINUTES
November 6, 2014**

PRESENT: Kelly Brown (*via teleconference*); John Church, D.C.; Jodi Griffith, D.C.; Jeffrey Mackey, D.C. (*arrive at 8:41 AM*); and Patricia Schumacher, D.C. (*via teleconference*)

EXCUSED:

STAFF: Tom Ryan, Executive Director; Gretchen Mrozinski, Legal Counsel; Taylor Thompson, Bureau Assistant; and other Department staff

CALL TO ORDER

Patricia Schumacher, Chair, called the meeting to order at 8:31 A.M. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Kelly Brown moved, seconded by John Church, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Kelly Brown moved, seconded by Jodi Griffith, to approve the minutes of August 7, 2014 as published. Motion carried unanimously.

Executive Order 61

MOTION: Jeffrey Mackey moved, seconded by Jodi Griffith, to defer this matter for the next meeting. Motion carried unanimously.

EDUCATION AND EXAMINATION MATTERS

**CHIROPRACTIC SOCIETY OF WISCONSIN REQUEST FOR APPROVAL OF CT
CERTIFICATION COURSE OF STUDY**

MOTION: Kelly Brown moved, seconded by Jeffrey Mackey, to approve the Request for Approval of the Chiropractic Society of Wisconsin CT Certification Course of Study, Patient History for Basic Staff Certification, but the Board is not acting on the Instructor approval request because it lacks the statutory authority to approve instructors. Motion carried.

John Church abstained from voting in the above matter.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

REVIEW OF PRELIMINARY DRAFT OF 165-CHIR 2, 3 PRACTICAL EXAM FOR CHIROPRACTORS

MOTION: Jeffrey Mackey moved, seconded by John Church, to authorize Jodi Griffith to approve the revisions to 165- Chir 2 and 3 relating to practical exams for Chiropractors for posting of the EIA Comments and submission to the Clearinghouse. Motion carried unanimously.

REVIEW OF PRELIMINARY DRAFT OF 165- CHIR 11 DUTY TO INFORM PATIENTS OF TREATMENT OPTIONS

MOTION: Kelly Brown moved, seconded by Jodi Griffith, to approve the preliminary draft of 165-Chir 11 relating to duty to inform patients of treatment options for posting of EIA Comments and submission to the Clearinghouse. Motion carried unanimously.

CLOSED SESSION

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Kelly Brown - yes; John Church - yes; Jodi Griffith - yes; Jeffrey Mackey - yes; Patricia Schumacher - yes. Motion carried unanimously.

The Board convened into Closed Session at 11:20 A.M.

RECONVENE TO OPEN SESSION

MOTION: John Church moved, seconded by Jeffrey Mackey, to reconvene in Open Session at 11:33 A.M. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Jeffrey Mackey moved, seconded by John Church, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

CONTINUING EDUCATION EXTENSION REQUEST DUE TO HARDSHIP

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to grant the request of Travis Diederich for an extension of continuing education due to hardship. Credits must be completed by December 31, 2015. Motion carried unanimously.

MONITORING

GARY HUTCHINSON, D.C. – REQUESTING FULL LICENSURE

MOTION: John Church moved, seconded by Jeffrey Mackey, to grant the request of Gary Hutchinson, D.C. for full licensure. Motion carried unanimously.

PRESENTATION AND DELIBERATION ON PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

12 CHI 016

HEATHER M. DAVIDSON, D.C.

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 12 CHI 016 – Heather M. Davidson, D.C. Motion carried unanimously.

12 CHI 016

JASON W. DAVIDSON, D.C.

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 12 CHI 016 – Jason W. Davidson, D.C. Motion carried unanimously.

13 CHI 035

TROY BRUESEWITZ, D.C.

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 CHI 035 – Troy Bruesewitz, D.C. Motion carried unanimously.

PRESENTATION AND DELIBERATION ON ADMINISTRATIVE WARNING(S)

MOTION: Jeffrey Mackey moved, seconded by Kelly Brown, to issue an Administrative Warning in the matter of DLSC case number **14 CHI 015 (S.M.W.)**. Motion carried unanimously.

RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Jeffrey Mackey moved, seconded by Jodi Griffith, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT

MOTION: Jeffrey Mackey moved, seconded by John Church, to adjourn the meeting.
Motion carried unanimously.

The meeting adjourned at 11:35 A.M.

DRAFT

January 2014:

2014 ELECTION RESULTS	
Board Chair	James Koshick
Vice Chair	John Church
Secretary	Jodi Griffith

APPOINTMENT OF LIAISONS, ALTERNATES, AND DELEGATES

PRECEPTOR LIAISON

MOTION: Patricia Schumacher moved, seconded by John Church, to appoint Jodi Griffith as the Preceptor Liaison. Motion carried unanimously.

MONITORING LIAISON

MOTION: Jodi Griffith moved, seconded by John Church, to appoint James Koshick as the Monitoring Liaison, and Jodi Griffith as the Alternate. Motion carried unanimously.

DELEGATED AUTHORITY MOTIONS

MOTION: Jodi Griffith moved, seconded by John Church, to adopt the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented in today's agenda packet. Motion carried unanimously.

MOTION: John Church moved, seconded by Jodi Griffith, that the Board delegates authority to the Chair (or order of succession) to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair delegates the authority to the Executive Director to sign the name of the Chair (or order of succession) on documents as necessary. Motion carried unanimously.

MOTION: James Koshick moved, seconded by John Church, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

CREDENTIALING LIAISON

MOTION: John Church moved, seconded by Patricia Schumacher, to appoint Jodi Griffith as the Credentialing Liaison. Motion carried unanimously.

EXAMINATION, EDUCATION, AND CONTINUING EDUCATION LIAISON AND ALTERNATE

MOTION: Jodi Griffith moved, seconded by Patricia Schumacher, to appoint John Church as the Examination, Education, and Continuing Education Liaison, and to appoint James Koshick as the Primary Alternate and Patricia Schumacher as the Secondary Alternate. Motion carried unanimously.

SCREENING PANEL

MOTION: James Koshick moved, seconded by Jodi Griffith, to appoint Patricia Schumacher, James Koshick, and Jodi Griffith, to the Screening Panel, and John Church as the Alternate. Motion carried unanimously.

TRAVEL LIAISON

MOTION: John Church moved, seconded by Jodi Griffith, to appoint James Koshick as the Travel Liaison. Motion carried unanimously.

OTHER LIAISON(S)

MOTION: Jodi Griffith moved, seconded by Patricia Schumacher, to appoint James Koshick as the Administrative Rules Liaison, and John Church as the Alternate. Motion carried unanimously.

March 2014:

2014 ELECTION RESULTS	
Board Chair	Patricia Schumacher
Vice Chair	John Church
Secretary	Jodi Griffith

APPOINTMENT OF LIAISONS, ALTERNATES, AND DELEGATES

MOTION: Kelly Brown moved, seconded by Jeffrey Mackey, to approve the following appointments made by the Chair:

- a) **Preceptor Liaison:** Jodi Griffith
- b) **Monitoring Liaison:** Jeffrey Mackey
(Jodi Griffith as the Alternate)
- c) **Credentialing Liaison:** Jodi Griffith
- d) **Exams, Education, & C.E. Liaison:** John Church
(Patricia Schumacher as the Alternate;
Jeffrey Mackey as 2nd Alternate)
- e) **Travel Liaison:** Patricia Schumacher
- f) **Rules Liaison:** John Church
(Kelly Brown as the Alternate)
- g) **Screening Panel:** Patricia Schumacher; Kelly Brown; Jodi Griffith

Motion carried unanimously.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Ashley Horton Department Monitor Division of Legal Services and Compliance		2) Date When Request Submitted: December 20, 2013 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections:			
4) Meeting Date:	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Monitoring: Appointment of Monitoring Liaison and Delegated Authority Motion	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: 1. Appointment of 2014 Monitoring Liaison 2. Delegated Authority Motion: <i>“_____ moved, seconded by _____ to adopt/reject the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented in today’s agenda packet.”</i>			
11) Authorization <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">  </div> <div style="width: 30%; text-align: center;"> December 20, 2013 </div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">Signature of person making this request</div> <div style="width: 20%; text-align: center;">Date</div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">Supervisor (if required)</div> <div style="width: 20%; text-align: center;">Date</div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">Executive Director signature (indicates approval to add post agenda deadline item to agenda)</div> <div style="width: 20%; text-align: center;">Date</div> </div>			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor

The Monitoring Liaison is a board designee who works with department monitors to enforce the Board's orders as explained below.

Current Authorities Delegated to the Monitoring Liaison

The Liaison may take the following actions on behalf of the Board:

1. Grant a temporary reduction in random drug screen frequency upon Respondent's request if he/she is unemployed and is otherwise compliant with Board order. The Department Monitor will draft an order and sign on behalf of the Liaison. The temporary reduction will be in effect until Respondent secures employment in the profession.
2. Grant a stay of suspension if Respondent is eligible per the Board order. The Department Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board order. The Department Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board approval. The Department Monitor will notify Respondent of the Liaison's decision.
5. Grant a maximum 90-day extension, if warranted and requested in writing by Respondent, to complete Board-ordered CE, pay proceeding costs, and/or pay forfeitures upon Respondent's request.

Current Authorities Delegated to the Department Monitor

The Department Monitor may take the following actions on behalf of the Board, draft an order and sign:

1. Grant full reinstatement of licensure if CE is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
2. Suspend the license if Respondent has not completed Board-ordered CE and/or paid costs and forfeitures within the time specified by the Board order. The Department Monitor may remove the suspension and issue an order when proof completion and/or payment have been received.

Clarification

1. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. (This is consistent with current practice.)

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Shawn Leatherwood, Administrative Rules Coordinator		2) Date When Request Submitted: January 5, 2015 <small>Items will be considered late if submitted after 12:00 p.m. and less than: ▪ 8 work days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: January 15, 2015	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Public Hearing on Clearinghouse Rule 14-069 relating to duty to inform patients of treatment options Review and respond to Clearinghouse Report and Public Comments	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: <p>The Board will conduct a public hearing at 8:35 AM</p> <p>The Board will discuss any public hearing comment and review, discuss, and respond to any clearinghouse comments.</p> <p>The Board will authorize the chair (or other member of the board) to approve the Legislative Report and Draft for Clearinghouse rule 14-069 for submission the Governor's Office and Legislature.</p>			
11) Shawn Leatherwood <small>Signature of person making this request</small>		<small>Authorization</small> January 5, 2015 <small>Date</small>	
<hr/> <small>Supervisor (if required)</small>		<hr/> <small>Date</small>	
<hr/> <small>Bureau Director signature (indicates approval to add post agenda deadline item to agenda) Date</small>			
<small>Directions for including supporting documents:</small> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			



WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

Scott Grosz and Jessica Karls-Ruplinger
Clearinghouse Co-Directors

Terry C. Anderson
Legislative Council Director

Laura D. Rose
Legislative Council Deputy Director

CLEARINGHOUSE REPORT TO AGENCY

[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

CLEARINGHOUSE RULE 14-069

AN ORDER to create Chir 13, relating to the duty to inform patients of treatment options.

Submitted by **DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES**

12-05-2014 RECEIVED BY LEGISLATIVE COUNCIL.

01-06-2015 REPORT SENT TO AGENCY.

SG:BL

LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]
Comment Attached YES NO
2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]
Comment Attached YES NO
3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]
Comment Attached YES NO
4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS [s. 227.15 (2) (e)]
Comment Attached YES NO
5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]
Comment Attached YES NO
6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL REGULATIONS [s. 227.15 (2) (g)]
Comment Attached YES NO
7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]
Comment Attached YES NO



WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

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CLEARINGHOUSE RULE 14-069

Comments

[NOTE: All citations to “Manual” in the comments below are to the Administrative Rules Procedures Manual, prepared by the Legislative Reference Bureau and the Legislative Council Staff, dated November 2011.]

2. Form, Style and Placement in Administrative Code

- a. In the title to s. Chir 13.02, “consent” should not be capitalized.
- b. The use of rule subdivisions in s. Chir 13.03 is unnecessarily complex. Rather than the current structure, the introductory material does not require a subsection, since s. Chir 13.03 does not include a second subsection. Instead, the introductory material may be organized as s. Chir 13.03 (intro.), and the material currently organized in pars. (a) to (f) may instead be organized as subs. (1) to (6).
- c. In s. Chir 13.04, “s.” should precede “Chir 11.02 (5)”.

STATE OF WISCONSIN
CHIROPRACTIC EXAMINING BOARD

IN THE MATTER OF RULEMAKING : PROPOSED ORDER OF THE
PROCEEDINGS BEFORE THE : CHIROPRACTIC EXAMINING
CHIROPRACTIC EXAMINING BOARD :
BOARD : ADOPTING RULES
: (CLEARINGHOUSE RULE 14-069)

PROPOSED ORDER

An order of the Chiropractic Examining Board to create Chir 13, relating to the duty to inform patients of treatment options.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted:

Section 446.08, Stats.

Statutory authority:

Sections 15.08 (5) (b), 227.11 (2) (a), 446.02 (11), Stats. and 2013 Wisconsin Act 345

Explanation of agency authority:

Pursuant to ss. 15.08 (5) (b) and 227.11 (2) (a), Stats., the Chiropractic Examining Board is generally empowered by the legislature to promulgate rules that will provide guidance within the profession and that interpret the statutes it enforces or administers. Section 446.02 (11), Stats., gives express authority to the Chiropractic Examining Board to promulgate rules implementing s. 446.08, Stats., concerning informed consent. The legislature granted this express rule-making provision with the passage of 2013 Wisconsin Act 345. The proposed rule seeks to carry out this legislative mandate by incorporating the new standard regarding informed consent into the current chiropractic rules.

Related statute or rule:

None.

Plain language analysis:

On April 23, 2014, the Legislature enacted 2013 Wisconsin Act 345 which granted express rule-making authority to the Chiropractic Examining Board to promulgate rules concerning chiropractors and informed consent. This proposed rule codifies what was previously a common law duty under *Hannemann v. Boyson*, 2005 WI 94. Under the common law standard, chiropractors were to advise their patients of all alternate viable medical modes of treatment. Chiropractors were held to the reasonable person standard which required chiropractors to inform their patients of information necessary for a reasonable person to make an intelligent decision with regard to treatment. 2013 Wisconsin Act 345 changed the standard for chiropractors from the reasonable person standard to the reasonable chiropractor standard which requires disclosure only of the information that a reasonable chiropractor would know and disclose under the circumstances. The proposed rule creates a new chapter codifying the new standards into the current Chiropractic rules.

Summary of, and comparison with, existing or proposed federal regulation:

None.

Comparison with rules in adjacent states:

Illinois: Illinois does not have comparable statutory requirement for chiropractors to obtain informed consent from their patients.

Iowa: Iowa does not have comparable statutory requirement for chiropractors to obtain informed consent from their patients.

Michigan: Michigan does not have comparable statutory requirement for chiropractors to obtain informed consent from their patients.

Minnesota: Minnesota does not have comparable statutory requirement for chiropractors to obtain informed consent from their patients.

Summary of factual data and analytical methodologies:

No factual data or analytical methodologies were used in drafting the proposed rule due to the proposed rule being prompted by the passage of 2013 Wisconsin Act 345.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Tom.Engels@wisconsin.gov, or by calling (608) 266-8608.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis are attached.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Tom.Engels@wisconsin.gov, or by calling (608) 266-8608.

Agency contact person:

Shawn Leatherwood, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8935, Madison, Wisconsin 53708; telephone 608-261-4438; email at Shancethea.L Leatherwood@wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Shawn Leatherwood, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8366, Madison, WI 53708-8935, or by email to Shancethea.L Leatherwood@wisconsin.gov. Comments must be received on or before January 15, 2015 to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. Chapter Chir 13 is created to read:

CHAPTER CHIR 13
INFORMED CONSENT

Chir 13.01 Authority and purpose. (1) **AUTHORITY.** The rules in this chapter are adopted pursuant to the authority delegated by ss. 15.08 (5) (b), 227.11 (2) (a), and 446.08, Stats.

(2) **PURPOSE.** The purpose of the rules is to define the obligation of a chiropractor to communicate alternate modes of treatment to a patient.

Chir 13.02 Informed Consent. Any chiropractor who treats a patient shall inform the patient about the availability of reasonable alternate modes of treatment and about the benefits and risks of these treatments. The reasonable chiropractor standard is the standard for informing a patient. The reasonable chiropractor standard requires disclosure only of information that a reasonable chiropractor would know and disclose under the circumstances.

Chir 13.03 Exceptions to communication of alternate modes of treatment. (1) The chiropractor's duty to inform patients of alternate modes of treatment does not require disclosure of any of the following:

- (a) Detailed technical information that in all probability a patient would not understand.
- (b) Risks apparent or known to the patient.
- (c) Extremely remote possibilities that might falsely or detrimentally alarm the patient.
- (d) Information in emergencies where failure to provide treatment would be more harmful to the patient than treatment.
- (e) Information in cases where the patient is incapable of consenting.
- (f) Information about alternate modes of treatment for any condition the chiropractor has not included in their diagnosis at the time the chiropractor informs the patient.

Chir 13.04 Recordkeeping. A chiropractor's patient record shall include documentation that he or she has communicated alternate modes of treatment to their patient and has obtained informed consent from their patient in keeping with Chir 11.02 (5).

SECTION 2. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

Dated _____

Agency _____

Board Chairperson
Chiropractic Examining Board

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

1. Type of Estimate and Analysis

Original Updated Corrected

2. Administrative Rule Chapter, Title and Number

Chir 11

3. Subject

Duty to inform patients of treatment options

4. Fund Sources Affected

GPR FED PRO PRS SEG SEG-S

5. Chapter 20, Stats. Appropriations Affected

20.165(1)(g)

6. Fiscal Effect of Implementing the Rule

No Fiscal Effect Increase Existing Revenues Increase Costs
 Indeterminate Decrease Existing Revenues Could Absorb Within Agency's Budget
 Decrease Cost

7. The Rule Will Impact the Following (Check All That Apply)

State's Economy Specific Businesses/Sectors
 Local Government Units Public Utility Rate Payers
 Small Businesses (if checked, complete Attachment A)

8. Would Implementation and Compliance Costs Be Greater Than \$20 million?

Yes No

9. Policy Problem Addressed by the Rule

This proposed rule is a result of recent legislation. 2013 Wisconsin Act 345 instituted a new standard regarding how chiropractors are to obtain informed consent from their patients. Before Act 345, chiropractors were held to the reasonable person standard which required chiropractors to inform their patients of information necessary for a reasonable person to make an intelligent decision with regard to treatment. As a result of Act 345, chiropractors must obtain informed consent from their patients by advising them of reasonable alternate medical modes of treatment and the benefits and risks of those treatments in a manner consistent with the reasonable chiropractor standard. The reasonable chiropractor standard requires disclosure only of information that a reasonable chiropractor would know and disclose under the circumstances. The proposed rule will incorporate this new standard into the current chiropractic rules.

10. Summary of the businesses, business sectors, associations representing business, local governmental units, and individuals that may be affected by the proposed rule that were contacted for comments.

The proposed rule was posted on the Department and Professional Services website for 14 days in order to solicit comments from businesses, associations representing of Safety businesses, local governmental units and individuals that may be affected by the rule. No comments were received

11. Identify the local governmental units that participated in the development of this EIA.

No local governmental units participated in the development of this EIA.

12. Summary of Rule's Economic and Fiscal Impact on Specific Businesses, Business Sectors, Public Utility Rate Payers, Local Governmental Units and the State's Economy as a Whole (Include Implementation and Compliance Costs Expected to be Incurred)

This proposed rule will not have a significant impact on specific businesses, business sectors, public utility rate payers, local governmental units or the state's economy as a whole.

13. Benefits of Implementing the Rule and Alternative(s) to Implementing the Rule

Chiropractors will advise their patients in a manner that is consistent with current law. There is no alternative to implementing the proposed rule due to the changes being necessitated by passage of legislation.

ADMINISTRATIVE RULES

Fiscal Estimate & Economic Impact Analysis

14. Long Range Implications of Implementing the Rule

Chiropractors consistently advising patients of reasonable alternate medical modes of treatment options will result in chiropractors upholding their duty to inform patients in accordance with s. 446.08, Stats.

15. Compare With Approaches Being Used by Federal Government

None.

16. Compare With Approaches Being Used by Neighboring States (Illinois, Iowa, Michigan and Minnesota)

Illinois: Illinois does not have comparable statutory requirement for chiropractors to obtain informed consent from their patients.

Iowa: Iowa does not have comparable statutory requirement for chiropractors to obtain informed consent from their patients

Michigan: Michigan does not have comparable statutory requirement for chiropractors to obtain informed consent from their patients

Minnesota: Minnesota does not have comparable statutory requirement for chiropractors to obtain informed consent from their patients

17. Contact Name Shawn Leatherwood	18. Contact Phone Number 608-261-4438
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This document can be made available in alternate formats to individuals with disabilities upon request.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Shawn Leatherwood, Administrative Rules Coordinator		2) Date When Request Submitted: January 5, 2015 <small>Items will be considered late if submitted after 12:00 p.m. and less than: ■ 8 work days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: January 15, 2015	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Public Hearing on Clearinghouse Rule 14-068 relating to practical exams for chiropractors Review and respond to Clearinghouse Report and Public Comments	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: The Board will conduct a public hearing at 8:40 AM The Board will discuss any public hearing comment and review, discuss, and respond to any clearinghouse comments. The Board will authorize the chair (or other member of the board) to approve the Legislative Report and Draft for Clearinghouse rule 14-068 for submission the Governor's Office and Legislature.			
11) Shawn Leatherwood Signature of person making this request		Authorization	January 5, 2015 Date
Supervisor (if required)		Date	
Bureau Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			



**WISCONSIN LEGISLATIVE COUNCIL
RULES CLEARINGHOUSE**

Scott Grosz and Jessica Karis-Ruplinger
Clearinghouse Co-Directors

Terry C. Anderson
Legislative Council Director

Laura D. Rose
Legislative Council Deputy Director

CLEARINGHOUSE REPORT TO AGENCY

[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

CLEARINGHOUSE RULE 14-068

AN ORDER to repeal Chir 2.03 (2), 2.07 (3) and 2.11 (2) and (3); to amend Chir 2.025, 2.03 (1), 2.07 (1), 3.03 (1) (e) and (f), and (2) (f) and (g); to repeal and recreate Chir 3.03 (1) (f); and to create Chir 2.12, relating to practical exams for chiropractors.

Submitted by **DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES**

12-05-2014 RECEIVED BY LEGISLATIVE COUNCIL.

01-06-2015 REPORT SENT TO AGENCY.

JKR:LR

LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]
Comment Attached YES NO

2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]
Comment Attached YES NO

3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]
Comment Attached YES NO

4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS [s. 227.15 (2) (e)]
Comment Attached YES NO

5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]
Comment Attached YES NO

6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL REGULATIONS [s. 227.15 (2) (g)]
Comment Attached YES NO

7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]
Comment Attached YES NO



WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

Scott Grosz and Jessica Karls-Ruplinger
Clearinghouse Co-Directors

Terry C. Anderson
Legislative Council Director

Laura D. Rose
Legislative Council Deputy Director

CLEARINGHOUSE RULE 14-068

Comments

[NOTE: All citations to “Manual” in the comments below are to the Administrative Rules Procedures Manual, prepared by the Legislative Reference Bureau and the Legislative Council Staff, dated December 2014.]

2. Form, Style and Placement in Administrative Code

a. In the introductory clause, the reference to s. Chir 3.03 (1) (f) in the “to amend” section should be omitted. That paragraph is repealed and recreated in the proposed rule.

b. In SECTION 2, the agency should renumber s. Chir 2.03 (1) as s. Chir 2.03 and amend it. The repeal of s. Chir 2.03 (2) leaves only one subsection remaining in s. Chir 2.03. [s. 1.03 (1), Manual.] Also in that SECTION, insert a comma after “Stats.” to accurately reflect the current text of the rule.

c. In SECTION 5, instead of repealing s. Chir 2.11 (3), it should be amended so that the reference to s. Chir 2.11 (1) is retained. Subsection (1) governs re-examination for the state law examination.

d. In s. Chir 2.12, the paragraphs (a), (b), and (c) should be subsections (1), (2), and (3). [s. 1.03, Manual.]

e. In s. Chir 3.03 (1) (e), “~~accepted by~~ is acceptable to” should replace “is accepted acceptable by to”. [s. 1.06 (1), Manual.]

4. Adequacy of References to Related Statutes, Rules and Forms

a. In the reference to 2013 Act 20 in the statement of statutory authority, insert the more specific reference to the Act 20 provision [SECTION 9138 (9q)] that enumerates the passing score requirements for any person who applied for a chiropractor license between January 1, 2012, and the effective date of Act 20.

STATE OF WISCONSIN
CHIROPRACTIC EXAMINING BOARD

IN THE MATTER OF RULEMAKING	:	PROPOSED ORDER OF THE
PROCEEDINGS BEFORE THE	:	CHIROPRACTIC EXAMINING
CHIROPRACTIC EXAMINING	:	BOARD
BOARD	:	ADOPTING RULES
	:	(CLEARINGHOUSE RULE14-068)

PROPOSED ORDER

An order of the Chiropractic Examining Board to repeal Chir 2.03 (2), 2.07 (3) and 2.11 (2) and (3), to amend Chir 2.025, 2.03 (1), 2.07 (1), 3.03 (1) (e) and (f), 3.03 (2) (f) and (g), to repeal and recreate Chir 3.03 (1) (f), and to create Chir 2.12 relating to practical exams for chiropractors.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted:

Section 446.02 (3) (b), Stats.

Statutory authority:

Sections 15.08 (5) (b), 227.11 (2) (a), Stats., and 2013 Wisconsin Act 20

Explanation of agency authority:

The Chiropractic Examining Board, is generally empowered by ss. 15.08 (5) (b), and 227.11 (2) (a), Stats., to promulgate rules that provide guidance within the profession and that interpret the provision of any statute it enforces or administers. This proposed rule was prompted by the passage of 2013 Wisconsin Act 20 which repealed the practical examination requirement for chiropractors. This change required the Chiropractic Examining Board to promulgate rules which interpret s. 446.02 (3) (b), Stats., and will provide guidance within the profession regarding examination requirements for chiropractors.

Related statute or rule:

None.

Plain language analysis:

The proposed rule seeks to amend provisions of Wis. Admin. Code chs. Chir 2 and 3 to reflect a change in examination requirements due to the passage of 2013 Wisconsin Act 20. Prior to the Act, chiropractors seeking licensure in Wisconsin had to take and pass a practical examination administered by the Chiropractic Examining Board in accordance with s. 446.02 (3) (a), Stats. 2013 Wisconsin Act 20 eliminated the practical exam requirement for chiropractors by repealing s. 446.02 (3) (a), Stats. Act 20 replaced the practical exam with the requirement to successfully complete Parts I, II, III, and IV of the National Board of Chiropractic Examination administered by the National Board of Chiropractic Examiners. (NBCE) The passing score was set by the legislature at 438 for Part III and at least 475 for Part IV. Having eliminated the practical exam, Act 20 carved out a grandfather clause consisting of a class of applicants that had taken the practical exam between January 1, 2012 and June 30, 2013, the effective date of the Act. The grandfather provision stipulated applicants that had taken the practical exam under s. 446.02 (3) (a), Stats., were not required to successfully complete the practical exam. However, applicants must have achieved a passing score of 375 or higher on Part III and 375 or higher on Part IV of the NBCE Exam and must have successfully completed the exam testing the applicant's knowledge of Wisconsin laws related to the practice of chiropractic. The proposed rules will amend selected provisions of Chir 2 and 3 to bring the current Wisconsin Administrative Code in alignment with the statutory requirements.

SECTION 1. removes the practical examination requirement from the time for completing application provision.

SECTION 2. strikes the parenthetical phrase "but not limited to"

SECTION 3. repeals the practical examination requirement.

SECTION 4. amends the passing grade provision to reflect that the passing grade is set by the legislature.

SECTION 5. repeals the practical examination requirement.

SECTION 6. creates a new provision exempting applicants who have taken the practical exam between January 1, 2012 and June 30, 2013 from passing the practical exam.

SECTION 7. sets forth the practical exam equivalents for endorsement candidates.

SECTION 8. sets forth the special purpose examination equivalents for endorsement candidates.

SECTION 9. amends the provisions regarding verifying completion of a practical or special purpose exam and their equivalents.

Summary of, and comparison with, existing or proposed federal regulation:

None.

Comparison with rules in adjacent states:

Illinois: Illinois requires applicants to pass Parts I, II, and III of the National Board of Chiropractic Examination with a score of at least 375 on all 3 parts of the test. 68 ILL. ADMIN. CODE 1285.60 b).

Iowa: Licensure in Iowa requires passing Parts I, II, III, and IV of the National Board of Chiropractic Examination. 645 IAC 41.2.

Michigan: Michigan requires applicants to pass Parts I, II, III, and IV of the National Board of Chiropractic Examination and has adopted the NBCE's recommended passing score. MICH. ADMIN. CODE R. 338.12003 and 338.12005.

Minnesota: The prerequisites for licensure in Minnesota include passing the National Board of Chiropractic Examination Parts I and II, the Written Clinical Competency Examination, and the Physiotherapy Examination. Applicants must also pass the NBCE Part IV and an exam on jurisprudence/ethics. Minn. R. 2500.0720.

Summary of factual data and analytical methodologies:

No factual data or analytical methodologies were used in the preparation of the proposed rule due to the changes being necessitated by 2011 Wisconsin Act 20.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Tom.Engels@wisconsin.gov, or by calling (608) 266-8608.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis are attached.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Tom.Engels@wisconsin.gov, or by calling (608) 266-8608.

Agency contact person:

Shawn Leatherwood, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue,

Room 151, P.O. Box 8366, Madison, Wisconsin 53708-8366; telephone 608-261-4438; email at Shancethea.L Leatherwood@wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Shawn Leatherwood, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8366, Madison, WI 53708-8935, or by email to Shancethea.L Leatherwood@wisconsin.gov. Comments must be received on or before January 15, 2015 to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. Chir 2.025 is amended to read:

Chir 2.025 Time for completing applications and taking examination. An application is incomplete until all materials described in s. Chir 2.02 are filed with the board. All application materials described in s. Chir 2.02 shall be filed with the board within one year from the date the first item is filed. If an application is incomplete for more than one year, or if an applicant fails to take an examination within one year from the date the ~~application is complete~~ first item was filed, the applicant shall begin the application process anew ~~in order to take the practical examination demonstrating clinical competence for a license as a chiropractor.~~

SECTION 2. Chir 2.03 (1) is amended to read:

Chir 2.03 (1) **STATE LAW EXAMINATION.** An applicant shall pass an examination on state laws including ~~but not limited to~~ ch. 446, Stats. and chs. Chir 1 to ~~11~~ 12.

SECTION 3. Chir 2.03 (2) is repealed.

SECTION 4. Chir 2.07(1) is amended to read:

Chir 2.07 (1) **NATIONAL EXAMINATION.** To pass the examination of the national board of chiropractic examiners, each applicant for licensure by exam shall receive a grade determined by the board legislature to represent minimum competence to practice. ~~The board may adopt the passing grade recommended by the national board of chiropractic examiners.~~

SECTION 5. Chir 2.07 (3) and 2.11 (2) and (3) are repealed.

SECTION 6. Chir 2.12 is created to read:

Chir 2.12 Practical examination demonstrating clinical competence. An applicant who applied for licensure as a chiropractor between January 1, 2012 and June 30, 2013, and who took the practical exam shall not be required to have successfully completed the practical exam and shall be considered to have satisfied all examination requirements to obtain a license to practice as a chiropractor in this state if the person has completed all of the following:

(a) Achieved a score of 375 or higher on Part III of the examination administered by the National Board of Chiropractic Examiners.

(b) Achieved a score of 375 or higher on Part IV of the examination administered by the National Board of Chiropractic Examiners.

(c) Successfully completed the exam on Wisconsin laws related to the practice of chiropractic.

SECTION 7. Chir 3.03 (1) (e) is amended to read:

Chir 3.03 (1) (e) Has successfully completed a practical examination demonstrating clinical competence which, ~~in the board's judgment, is substantially equivalent to the practical examination demonstrating clinical competence is accepted~~ acceptable by to the board. The board will find acceptable any one of the following as an equivalent to a practical examination: Part IV of the examination administered by the National Board of Chiropractic Examiners, the state practical exam from the endorsement candidate's jurisdiction or the special purpose examination in chiropractic.

SECTION 8. Chir 3.03 (1) (f) is repealed and recreated to read:

Chir 3.03 (1) (f) Has successfully completed the special purpose examination in chiropractic, if the applicant has not completed one of the following:

1. Passed Parts I and II of the examination administered by the National Board of Chiropractic Examiners and a state practical exam from the endorsement candidate's jurisdiction.

2. Passed Parts I, II, III and IV of the examination administered by the National Board of Chiropractic Examiners.

SECTION 9. Chir 3.03 (2) (f) and (g) are amended to read:

Chir 3.03 (2) (f) Verification of successful completion of a practical examination, or its equivalent, demonstrating clinical competence which, in the board's judgment, is substantially equivalent to the practical examination demonstrating clinical competence is accepted by the board. The verification shall be forwarded directly to the board from the state that administered the examination or from the national board.

Chir 3.03 (2) (g) Proof of successful completion of the special purpose examination in chiropractic or ~~the initial licensure~~ Parts I, II, III, and IV of the examination of the national board of chiropractic examiners. The proof of completion shall be forwarded directly to the board from the institution that administered the examination.

SECTION 10. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

Dated _____

Agency _____

Chairperson
Chiropractic Examining Board

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

1. Type of Estimate and Analysis

Original Updated Corrected

2. Administrative Rule Chapter, Title and Number

Chir 2, 3

3. Subject

Practical exams for chiropractors

4. Fund Sources Affected

GPR FED PRO PRS SEG SEG-S

5. Chapter 20, Stats. Appropriations Affected

20.165(1)(g)

6. Fiscal Effect of Implementing the Rule

No Fiscal Effect Increase Existing Revenues Increase Costs
 Indeterminate Decrease Existing Revenues Could Absorb Within Agency's Budget
 Decrease Cost

7. The Rule Will Impact the Following (Check All That Apply)

State's Economy Specific Businesses/Sectors
 Local Government Units Public Utility Rate Payers
 Small Businesses (if checked, complete Attachment A)

8. Would Implementation and Compliance Costs Be Greater Than \$20 million?

Yes No

9. Policy Problem Addressed by the Rule

2013 Wisconsin Act 20 repealed the practical exam requirement for persons seeking licensure as a chiropractor in Wisconsin. The proposed rule seeks to amend current administrative code to reflect that change. Prior to the passage of Act 20, applicants for licensure to practice as a chiropractor in Wisconsin were required to successfully complete a practical exam testing clinical skills offered by the Chiropractic Examining Board. Now applicants must successfully complete parts I, II, III, IV of the examination administered by the National Board of Chiropractic Examiners (NBCE). Act 20 set the passing score of 438 for Part III and at least 475 on Part IV. The proposed rule will amend pertinent provisions of Chir 2 and 3 to reflect the changes made by Act 20.

10. Summary of the businesses, business sectors, associations representing business, local governmental units, and individuals that may be affected by the proposed rule that were contacted for comments.

The rule was posted on the Department of Safety and Professional Service's website for 14 days in order to solicit comments from businesses, associations representing businesses, local governmental units and individuals that may be affected by the rule. No comments were received.

11. Identify the local governmental units that participated in the development of this EIA.

No local governmental units participated in the development of this EIA.

12. Summary of Rule's Economic and Fiscal Impact on Specific Businesses, Business Sectors, Public Utility Rate Payers, Local Governmental Units and the State's Economy as a Whole (Include Implementation and Compliance Costs Expected to be Incurred)

This proposed rule will have minimal or no impact on specific businesses, business sectors, public utility rate payers, local governmental units or the state's economy as a whole.

13. Benefits of Implementing the Rule and Alternative(s) to Implementing the Rule

By replacing the practical exam with the nationally administered NBCE Exam, the Chiropractic Examining Board will be able to objectively identify individuals who have the knowledge and skills to be safe and effective practitioners. There is no alternative to implementing the rule due to the change in standard was brought about by the passage of 2013 Wisconsin Act 20.

14. Long Range Implications of Implementing the Rule

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

Consistent administration of the NBCE exam will result in identifying highly skilled and qualified persons becoming licensed chiropractors in Wisconsin.

15. Compare With Approaches Being Used by Federal Government
None.

16. Compare With Approaches Being Used by Neighboring States (Illinois, Iowa, Michigan and Minnesota)
Illinois: Illinois requires applicants to pass Parts I, II, and III of the National Board of Chiropractic Examination test with a score of at least 375 on all 3 parts of the exam. 68 ILL. ADMIN. CODE 1285.60 b).

Iowa: Licensure in Iowa requires passing Parts I, II, III and IV of the National Board of Chiropractic Examination exam. 645 IAC 41.2.

Michigan: Michigan requires applicants to pass Parts I, II, III, and IV of the National Board of Chiropractic Examination test and adopts the test's recommended passing score. MICH. ADMIN. CODE R. 338.12003 and 338.12005.

Minnesota: The prerequisites for licensure in Minnesota include passing the National Board of Chiropractic Examiner's test: Parts I and II, the Written Clinical Competency Examination, and the Physiotherapy Examination. Applicants must also pass the NBCE Part IV and an exam on jurisprudence/ethics. Minn. R. 2500.0720.

17. Contact Name
Shawn Leatherwood

18. Contact Phone Number
608-261-4438

This document can be made available in alternate formats to individuals with disabilities upon request.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Shawn Leatherwood, Administrative Rules Coordinator		2) Date When Request Submitted: December 12, 2014 <small>Items will be considered late if submitted after 12:00 p.m. and less than: ■ 8 work days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: January 15, 2015	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Review of Preliminary draft of 165- Chir 4 Course of study for chiropractic radiological technicians and chiropractic technicians	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: The Board will review curriculum from a variety of chiropractic school will review and approve the preliminary draft of 165-Chir 4 Course of study for chiropractic radiological technicians and chiropractic technicians for posting of EIA Comments and submission to the Clearinghouse.			
11) Signature of person making this request Shawn Leatherwood	Authorization	December 12, 2014 Date	
Supervisor (if required)		Date	
Bureau Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

STATE OF WISCONSIN
CHIROPRACTIC EXAMINING BOARD

IN THE MATTER OF RULEMAKING	:	PROPOSED ORDER OF THE
PROCEEDINGS BEFORE THE	:	CHIROPRACTIC EXAMINING
CHIROPRACTIC EXAMINING BOARD	:	BOARD
	:	ADOPTING RULES
	:	(CLEARINGHOUSE RULE)

PROPOSED ORDER

An order of the Chiropractic Examining Board to amend Chir 4.04 (3) and 10.03; and to create Chir 4.025 and 10.06, relating to course of study for chiropractic radiological technicians and chiropractic technicians.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted:

Sections 446.025 (2) (a) 3. and 446.026 (2) (a) 3., Stats.

Statutory authority:

Sections 15.08 (5) (b) and 227.11 (2) (a), Stats.

Explanation of agency authority:

The Chiropractic Examining Board (Board) is empowered by the legislature pursuant to s. 15.08 (5) (b), Stats., to promulgate rules that provide guidance within the profession. The Board is also empowered by s. 227.11 (2) (a), Stats., to promulgate rules it enforces or administers. The Board administers ss. 446.025 (2) (a) 3. and 446.026 (2) (a) 3., Stats., Both statutes require chiropractic radiological technicians and chiropractic technicians to complete a course of study approved by the Board. The proposed rule will give guidance to applicants seeking certification as a chiropractic radiological technician and chiropractic technician as to what constitutes a Board approved course of study.

Related statute or rule:

Sections 462.02 (2) (c) and 446.02 (7) (d) 1. and 2., Stats.

Plain language analysis:

supervision of a licensed chiropractor.” 32 Ill. Adm. Code 401.20. Persons seeking accreditation as a chiropractic radiographer must take the exam administered by the American Chiropractic Registry of Radiologic Technologists (ACRRT). 32 Ill. Adm. Code 401.70 b) 4).

Iowa: Iowa does not have a license classification for chiropractic radiological technologists or chiropractic technologists.

Michigan: Michigan does not have a license classification for chiropractic radiological technologists or chiropractic technologists.

Minnesota: Minnesota issues a registration for chiropractic radiologic technologist after the applicant has passed the radiography examination of the American Chiropractic Registry of Radiologic Technologists. (ACRRT) Minn. R. 4732.0585.

Summary of factual data and analytical methodologies:

The methodologies used to develop this proposed rule include reviewing neighboring states’ statutes and rules, obtaining feedback from the Chiropractic Examining Board and reviewing the curriculum from a variety of chiropractic schools.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

Fiscal Estimate and Economic Impact Analysis:

The Department is currently soliciting information and advice from businesses, local governmental units and individuals in order to prepare the Economic Impact Analysis.

Effect on small business:

Agency contact person:

Shawn Leatherwood, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8935, Madison, Wisconsin 53708; telephone 608-261-4438; email at Shancethea.L Leatherwood@wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Shancethea. Leatherwood, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8366, Madison, WI 53708-8935, or by email to Shancethea.L Leatherwood@wisconsin.gov. **Comments must be received on or before to be included** in the record of rule-making proceedings.

SECTION 3. Chir 10.03 is amended to read:

Chir 10.03 X-ray services. A chiropractor may delegate x-ray examination procedures to ~~an unlicensed person~~ a chiropractic radiological technician only if the delegation is consistent with s. ~~Chir 10.02~~ Chir 4.04 (3) and the ~~unlicensed person~~ chiropractic radiological technician has successfully completed a course of instruction study comprising at least 48 hours and including the following components: introduction to x-ray examination; physics of x-ray examination; anatomy; patient positioning; safety measures; machine operation; exposure techniques and accessories; processing and dark room techniques; film critique and quality assurance; professionalism; recordkeeping; emergency procedures, summary; and successful completion of an examination on the content of the course of instruction. ~~The chiropractor shall comply with s. Chir 4.04 before delegating the performance of x-ray services to an unlicensed person. The chiropractor shall maintain direct, on premises supervision of the chiropractic radiological technician.~~

SECTION 4. Chir 10.06 is created to read:

Chir 10.06 Delegation of adjunctive services to chiropractic technologists. A chiropractor may delegate the performance of adjunctive services to a chiropractic technician only upon submitting proof satisfactory to the board that the chiropractic technician has successfully completed a course of study approved by the board. A chiropractic technician may work only under the direct, on-premises supervision of a licensed chiropractor.

SECTION 5. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

Dated _____

Agency _____

Chairperson
Chiropractic Examining Board

Associate of Applied Science in Chiropractic Technology (AASCT) Degree Program: Required Curriculum

COURSE #	COURSE NAME	CREDIT HOURS
FIRST TRIMESTER		
ANAT 00099	Fundamentals of Human Biology *	(1)
ANAT 11110	Anatomy & Physiology I	4
BUSI 11110	Computer Skills	3
BUSI 11115	Introduction to Insurance Concepts	1
BUSI 11230	Bookkeeping	3
CLIN 11110	Chiropractic Methods	1
PHIL 11112	Philosophy	2
ROEN 11110	X-Ray Technology	4
	Total Credits	18(19*)
SECOND TRIMESTER		
ANAT 12220	Anatomy & Physiology II	4
BUSI 12220	Office Management	3
BUSI 12221	Procedure & Diagnosis Coding for Chiropractic	3
COMM 12110	Written Communications	3
COMM 21220	Interpersonal Communications	3
ROEN 12120	Radiographic Anatomy	2
ROEN 12515	Radiographic Positioning-Spine	1
	Total Credits	19
THIRD TRIMESTER		
BUSI 21225	Insurance Billing Applications	2
CLIN 21233	Clinical Science	3
CLIN 21230	Rehabilitation Procedures	3
CLIN 21806	Emergency Procedures/CPR	2
CLIN 22240	OSHA Regulations	1
PSYC 12221	General Psychology	3
ROEN 21515	Radiographic Positioning-Extremities	2
	Total Credits	16
FOURTH TRIMESTER		
BUSI 22241	Business Law	3
CHEM 22241	Nutrition	3
PHIL 21113	Professional Ethics	2
CLIN 22242	Clinic Externship	3
ROEN 22241	Radiographic Quality	4
	Total Credits	15
TOTAL CREDITS REQUIRED FOR GRADUATION		68(69*)

*All students who have not taken a year of high school biology or a semester of college-level biology will be enrolled in the Fundamentals course, as will students who didn't achieve at least a grade of "C" or those who took the course more than five years ago.

Note: Course order altered at the discretion of the program director.

Updated 11/11/14



HERZING UNIVERSITY

DIPLOMA IN CHIROPRACTIC TECHNICIAN (DCT)

(Please see the *Undergraduate Program Offerings by Campus* chart in the catalog or on the Herzing Website at www.herzing.edu/career-programs/downloads for a list of Herzing campuses offering this program.)

PROGRAM DESCRIPTION

This diploma program prepares students with the necessary skills and academic knowledge for an entry-level position as a chiropractic technician. The foundation for a career as a chiropractic technician is based in the chiropractic management modalities, business skills, and an understanding of anatomy and physiology. Chiropractic technicians will develop an awareness of the integrated relationship between the doctor of chiropractic, the chiropractic technician, and the patient as part of the therapeutic encounter. The curriculum is made up of instruction in subjects necessary for students to succeed as chiropractic technicians and emphasizes and reinforces the need to provide the highest quality service to patients.

PROGRAM OBJECTIVES

Upon completion of this program students should be able to demonstrate the ability to:

1. Demonstrate competence in anatomy and physiology, as it pertains to the chiropractic technician.
2. Establish proficiency in ethical practices, office procedures, and managing financial accounts and patient documentation.
3. Demonstrate competence in wellness and patient education.
4. Display capability in clinical assessment assistance, including the ability to perform a basic examination procedure and administer therapeutic modalities.
5. Exhibit how to operate equipment and complete radiographic imaging.
6. Demonstrate proficiency in the clinical practicum.
7. Display the qualities of the Herzing P.R.I.C.E. of Success (professionalism, respect, integrity, caring, and engagement) model.

POTENTIAL OCCUPATIONAL TITLES

Potential occupational titles for this program include, but are not limited to, chiropractic technician and chiropractic assistant.

PROGRAM CONTENT

A minimum of 44.00 semester credit hours is required for graduation.

REQUIRED COURSES

All courses, 42.00 semester credit hours, are required.

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
CT 120	Introduction to Chiropractic Foundations and Philosophy	None	3.00
CT 160	Chiropractic Office Procedures and Insurance Claims	None	3.00
CT 170	Chiropractic Radiographic Dynamics	None	3.00
CT 175	Chiropractic Radiographic Positioning	CT 120 and CT 170	3.00
CT 180	Chiropractic Office Procedures Internship	CT 160 and PD 214	2.00
CT 190	Chiropractic Physiologic Therapeutics	CT 120	3.00
CT 270	Chiropractic Examination and Patient Education	CT 120	3.00
CT 280	Chiropractic Radiographic and Physiologic Therapeutics	CT 175 and CT 190	4.00
CT 290	Chiropractic Insurance Application Internship	CT 160 and PD 214	3.00
HU 225	Fundamentals of Healthcare Law and Ethics	None	3.00

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
SC 125	Anatomy and Physiology for Therapeutic Massage I	None/Corequisite SC 125L	3.00
SC 125L	Anatomy and Physiology for Therapeutic Massage I Lab	None/Corequisite SC 125	1.00
SC 225	Anatomy and Physiology for Therapeutic Massage II	None/Corequisite SC 225L	3.00
SC 225L	Anatomy and Physiology for Therapeutic Massage II Lab	None/Corequisite SC 225	1.00
TN 120	Massage Theory and Practice I	None	4.00

PERSONAL AND PROFESSIONAL DEVELOPMENT COURSES

2.00 semester credit hours are required.

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
PD 121	Professional Development I	None	1.00
PD 202	Professional Development II	None	1.00
PD 214	AS/AAS/BS/Diploma Internship Preparation	None	0.00

Distribution of Clock Hours by Course					
Course or Category	Lecture	Lab	Internship	Total Clock Hours	Credits
CT 120	45.00			45.00	3.00
CT 160	45.00			45.00	3.00
CT 170	30.00	30.00		60.00	3.00
CT 175	30.00	30.00		60.00	3.00
CT 180	15.00		45.00	60.00	2.00
CT 190	30.00	30.00		60.00	3.00
CT 270	30.00	30.00		60.00	3.00
CT 280	30.00		90.00	120.00	4.00
CT 290	15.00		90.00	105.00	3.00
HU 225	45.00			45.00	3.00
SC 125	45.00			45.00	3.00
SC 125L		30.00		30.00	1.00
SC 225	45.00			45.00	3.00
SC 225L		30.00		30.00	1.00
TN 120	60.00			60.00	4.00
Personal/Professional Development	30.00			30.00	2.00
Totals	495.00	180.00	225.00	900.00	44.00

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at <http://www.herzing.edu/career-programs/undergraduate-degrees/healthcare/chiropractic-technician>.



Chiropractic Assistant: Therapy Certificate - Academic Planner

Certificate: 97-523-4
 Campus: West Bend
 Curriculum for 2014-2015

2/1/2014

✓	Course		Hours/Week			Total Hours	Credits	Prerequisites	Typically Offered			Comments	
	Subj Num	Title	Lec	Lab	Other				S	F	SP		
	523 110	Introduction to Chiropractic Philosophy	2			36	2						
	523 113	Chiropractic Foundations	2	2		72	3	Completion of or concurrent enrollment in 523-110 Introduction to Chiropractic Philosophy		x			
	523 161	Chiropractic Examination	2	2		72	3	Completion of or concurrent enrollment in 523-113 Chiropractic Foundations				x	
	523 170	Chiropractic Conjunctive Therapy	2	2		72	3	Completion of or current enrollment in 523-113 Chiropractic Foundations				x	
	531 450	BLS for Healthcare Providers	2	4		6	0.15		x	x	x		
	CPR Training to Include Infant, Child and Adult CPR and AED instruction.												
	Total Certificate Credits						11.15						

Semester Codes: S-Summer, F-Fall, SP-Spring

Curriculum and program acceptance requirements are subject to change.

For a complete list of course descriptions for this program, please consult the College Catalog at <http://www.morainepark.edu/MPTCCatalog>.



Chiropractic Assistant: Radiography Certificate - Academic Planner

Certificate: 97-523-3
 Campus: West Bend
 Curriculum for 2014-2015

2/1/2014

Course Subj Num	Title	Hours/Week			Total		Prerequisites	Typically Offered			Comments
		Lec	Lab	Other	Hours	Credits		S	F	SP	
523 110	Introduction to Chiropractic Philosophy	2			36	2				X	
523 113	Chiropractic Foundations	2	2		72	3	Completion of or concurrent enrollment in 523-110 Introduction to Chiropractic Philosophy			X	
523 151	Chiropractic Radiographic Dynamics	2	2		72	3	Completion of or concurrent enrollment in 523-110 Introduction to Chiropractic Philosophy; 523-113 Chiropractic Foundations			X	
523 155	Chiropractic Radiographic Positioning	2	2		72	3	523-151 Chiropractic Radiographic Dynamics; Completion of or concurrent enrollment in 523-113 Chiropractic Foundations				X
531 450	BLS for Healthcare Providers	2	4		6	0.15		X	X	X	
CPR to include Infant, Child and Adult CPR and AED instruction.											
Total Certificate Credits						11.15					

Semester Codes: S-Summer; F-Fall; SP-Spring

Curriculum and program acceptance requirements are subject to change.

For a complete list of course descriptions for this program, please consult the College Catalog at <http://www.morainepark.edu/MPTCCatalog>.



Chiropractic Assistant: Office Certificate - Academic Planner

Certificate: 97-523-2
 Campus: West Bend
 Curriculum for 2014-2015

2/1/2014

Course Subj Num	Title	Hours/Week			Total Hours	Credits	Prerequisites	Typically Offered			Comments
		Lec	Lab	Other				S	F	SP	
501 101	Medical Terminology	3			54	3		X	X	X	
523 110	Introduction to Chiropractic Philosophy	2			36	2			X		
523 140	Chiropractic Office Procedures	2	2		72	3	Completion of or concurrent enrollment in 523-110 Introduction to Chiropractic Philosophy		X		
523 145	Chiropractic Office Management Applications	2			36	2	Completion of or concurrent enrollment in 523-190 Chiropractic Office Procedures Internship			X	
523 165	Chiropractic Insurance	2	2		72	3	523-140 Chiropractic Office Procedures			X	
523 190	Chiropractic Office Procedures Internship	1		4	90	2	523-140 Chiropractic Office Procedures; Completion of or concurrent enrollment in 523-165 Chiropractic Insurance			X	Criminal background check
Total Certificate Credits						15					

Semester Codes: S-Summer, F-Fall, SP-Spring

Curriculum and program acceptance requirements are subject to change.

For a complete list of course descriptions for this program, please consult the College Catalog at <http://www.morainepark.edu/MPTCCatalog>.



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Chiropractic Curriculum

Course of Study

Courses are identified in the table below by offering quarters, subject / department designation, four-digit course number, course title, lecture, lab and credit hours.

The four-digit course number is assigned as follows: the first digit represents the academic level (freshman = 1, through senior = 4, and electives = 5); the second digit represents the academic level equivalency from 500-800 used by most post-baccalaureate programs and higher. The third and fourth digits represent the course identifier, including level and sequence. The course descriptions in the Academic Catalog provide additional information about a specific course.

The following represents the current professional course of study for the Doctor of Chiropractic (D.C.) program:

FIRST QUARTER

Department	Course Number	Course Title
CPAP	1500	Chiropractic Assembly
ANAT	1502	Embryology
ANAT	1603	Histology
ANAT	1507	Osteology and Arthrology
CHEM	1515	Biochemistry I
CHPM	1501	Personal Development
CLIN	1501	Clinical Patient Experience I
CPAP	1502	Health Care Terminology
CPAP	1505	Intro to Philosophy, Science and Art of Chiropractic
CPAP	1525	Lifestyles for Health: Intro to Wellness
CPAP	1600	Rights and Responsibilities
FYEX	1101	Focused on LIFE: DC I (online)
PHYS	1601	Anatomy and Physiology

Lecture Hours	Lab Hours	Credit Hours	Contact Hours
1	0	0	3
2	0	2	22
4	0	4	44
2	2	3	44
6	0	6	66
1	0	1	10
0	1	0	11
2	0	2	22
2	0	2	22
1	0	1	11
8	0	0	8
0	1	0	10
4	0	4	44
		25	317

SECOND QUARTER

Department	Course Number	Course Title
CPAP	1500	Chiropractic Assembly
ANAT	1607	Spinal Anatomy
ANAT	1615	Muscular Skeletal Gross Anatomy
ANLS	1610	Vaso-Thermal Instrumentation
ANLS	1615	Spinal Biomechanics
ANLS	1617	Motion and Static Palpation I
CHEM	1516	Biochemistry II
CHPM	1502	Communication Skills and Diversity
CLIN	1502	Clinical Patient Experience II
CPAP	1605	History of Chiropractic
PHYS	1610	Cellular and Neuromuscular Physiology

Lecture Hours	Lab Hours	Credit Hours	Contact Hours
1	0	0	3
2	0	2	22
2	4	4	66
1	2	2	33
2	0	2	22
1	2	2	33
5	0	5	65
1	0	1	10
0	1	0	11
2	0	2	22
5	0	5	55
		25	332



THIRD QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
ANAT	1625	Visceral Gross Anatomy	2	4	4	66
ANLS	1618	Motion and Static Palpation II	1	2	2	33
CHPM	1603	Personal Finance	1	0	1	10
CLIN	1603	Clinical Patient Observation I	0	1	0	11
CPAP	1616	Chiropractic Principles	2	0	2	22
MICR	1631	Bacteriology and Virology	4	2	5	66
PHYS	1525	Visceral Physiology	6	0	6	66
PUBH	1517	Basic Nutrition	5	0	5	55
RADD	1611	Normal Radiographic Anatomy and Anomalies I	1	1	1.5	22
					26.50	354

FOURTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
ANAT	2626	Head and Neck Gross Anatomy	2	4	4	66
CHPM	2504	Life Coaching Seminar I - Personal Development	1	0	1	10
CLIN	2604	Clinical Patient Observation II	0	1	0	11
DIAG	2725	Visceral Diagnosis	4	4	6	88
MICR	2533	Parasitology and Mycology	3	0	3	33
PHYS	2535	Physiology Lab	1	4	3	55
RADD	2501	X-Ray Physics	3	2	4	55
RADD	2612	Normal Radiographic Anatomy and Anomalies II	1	1	1.5	22
RSCH	2501	Introduction to Research Methods	2	0	2	22
TECH	2701	Upper Cervical Toggle Recoil Technique	2	2	3	44
					27.50	409

FIFTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
ANAT	2649	Neuroanatomy CNS	3	2	4	55
CHPM	2605	Practice Development I - Personal Marketing	1	0	1	10
CLIN	2505	Clinical Recording History and Chiropractic I	0	1	0	11
DIAG	2730	Orthopedic Diagnosis	3	4	5	77
MICR	2537	Immunology and Disease Patterns	3	0	3	33
PATH	2541	Pathology I	4	0	4	44
PHYS	2645	Endocrinology	4	0	4	44
RADD	2711	Skeletal Radiology A	3	1	3.5	44
TECH	2711	Full Spine Technique I	1	2	2	33
					26.5	354

SIXTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
ANAT	2647	Neuroanatomy PNS	3	2	4	55
ANLS	2620	X-Ray Full Spine Analysis	1	2	2	33
CHPM	2606	Practice Development II - Patient Relations	1	0	1	10
CLIN	2506	Clinical Recording History and Chiropractic II	0	1	0	11
DIAG	2735	Clinical Laboratory Studies	3	4	5	77
DIAG	2740	Neurological Diagnosis	4	2	5	66

PATH	2542	Pathology II	3	2	4	55
RADD	2712	Skeletal Radiology B	2	1	2.5	33
TECH	2712	Full Spine Technique II	1	2	2	33
					25.5	376

*Eligibility to take Part I NBCE in June and December checked.

SEVENTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
ANLS	3715	Muscle, Gait and Posture Analysis	2	2	3	44
CLET	3757	Clinical Skills	2	4	4	66
CLIN	3507	Student Clinic Orientation	1	2	2	33
CLIN	3601	Clinical Knowledge Competency Test	0	0	0	2
CPAP	3625	Wellness and Spinal Hygiene	1	2	2	33
DIAG	3750	Special Senses Diagnosis	3	2	4	55
PUBH	3515	Public and Environmental Health	2	0	2	22
PUBH	3617	Nutrition and Health	2	0	2	22
RADD	3511	Spinal X-Ray Positioning	1	2	2	33
RADD	3820	Radiology Report Writing	0	2	1	22
RADD	3713	Skeletal Radiology C	2	1	2.5	33
TECH	3713	Full Spine Technique III	0	4	2	44
					28.5	422

EIGHTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
CHPM	3608	Life Coaching Seminar II - HIPAA and Marketing	1	0	1	10
CLET	3826	Head and Neck Clinical Case Integration	3	2	4	55
CLIN	3608	Student Clinic I - Practicum	0	6	3	66
CPAP	3715	Vertebral Subluxation Theories	3	0	3	33
DIAG	3743	Gastroenterological Diagnosis	2	0	2	22
DIAG	3745	Genitourinary Diagnosis	2	0	2	22
PSYC	3505	Human Development	2	0	2	22
PUBH	3815	Emergency Procedures	0	2	1	22
PUBH	3625	Clinical Toxicology	2	0	2	22
RADD	3512	Extra Spinal X-Ray Positioning	0	2	1	22
RADD	3714	Skeletal Radiology D	2	1	2.5	33
TECH	3837	Extra Spinal Technique I	1	2	2	33
					25.5	365

NINTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
CHPM	3609	Practice Management I - Intro to Practice Mgmt	1	0	1	10
CLET	3828	Lumbar-Pelvic Clinical Case Integration	3	2	4	55
CLIN	3609	Student Clinic II - Practicum	0	6	3	66
CLIN	3701	OSCE I	0	1	0	10
CLIN	3709	Outpatient Clinic Orientation	0	2	1	20
DIAG	3755	Geriatric Diagnosis	2	0	2	22
PSYC	3605	Clinical Psychology	3	0	3	33
PUBH (*)	3684	Functional Restoration and Active Care	2	0	2	22
RADD	3717	Soft Tissue Radiology A	2	1	2.5	33

RSCH	3601	Research Methods and Design	2	0	2	22
TECH	3838	Extra Spinal Technique II	1	2	2	33
TECH	3850	Adjusting Special Populations	2	2	3	44
					25.6	373

(*) Required for NBCE PT Exam (1 of 3 classes)

TENTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
CHPM	3511	Principles of Marketing	2	0	2	22
CLET	3835	Visceral Clinical Case Integration	6	0	6	66
CLIN	3710	Junior Clinic Outpatient I - Practicum	0	6	3	66
DIAG	3765	Pediatric Diagnosis	2	0	2	22
DIAG	3835	Integrated Diagnosis	0	2	1	22
PUBH	3717	Clinical Nutrition Disorders	2	0	2	22
PUBH	3725	Toxicology and Substance Abuse	2	0	2	22
RADD	3701	Radiographic Quality and Critique	0	2	1	22
RADD	3716	Soft Tissue Radiology B	3	1	3.5	44
TECH	3812	Gonstead Technique	2	2	3	44
					25.6	356

* Eligibility to take Part II NBCE in June and December checked.

ELEVENTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
ANLS	4720	Advanced Instrumentation	1	2	2	33
CHPM	4611	Practice Management II - Office and Staffing Proc.	1	0	1	10
CHPM	4763	Jurisprudence	3	0	3	33
CHPM	4773	Ethics and Boundaries	2	0	2	22
CLET	4840	Extremity Clinical Case Integration	3	2	4	55
CLIN	4711	Junior Clinic Outpatient II - Practicum	0	6	3	66
PUBH	4747	Obstetrics / Gynecology / Proctology	4	2	5	66
RADD	4820	Advanced Imaging	2	0	2	22
TECH	4822	Thompson Technique	1	2	2	33
					24	343

TWELFTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
CHPM	4520	Small Business Management	2	0	2	22
CHPM	4612	Life Coaching Seminar III - Practice Mgmt III	1	0	1	10
CHPM	4722	Documentation and Coding	2	0	2	22
CLET	4662	Advanced Clinical Case Integration I	3	2	4	55
CLIN	4712	Junior Clinic Outpatient III - Practicum	0	6	3	66
CLIN	4801	OSCE II	0	1	0	10
CPAP	4725	Advanced Wellness and Ergonomics	2	0	2	22
TECH	4841	Sacro-Occipital Technique	2	2	3	44
					6	min. 66
					23	320

* Eligibility to take Part III NBCE in June and December checked.

* Eligibility to take Part IV NBCE in August and February checked.

THIRTEENTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
CHPM	4700	Chiropractic Practice Management	2	0	2	22
CLET	4870	Advanced Clinical Case Integration II	2	2	3	44
CLET	4874	Advanced Clinical Case Topics	0	2	1	22
CLIN	4813	Level III Clinic Practicum I	0	15	7	165
RSCH	4601	Senior Research Presentation	1	0	1	11
TECH	4661	Technique Review	2	2	3	44
		Choose from Electives			6	min. 66
					23	377

FOURTEENTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CPAP	1500	Chiropractic Assembly	1	0	0	3
CLIN	4814	Level III Clinic Practicum II	0	15	7	165
		Choose from Electives			6	min. 66
					13	234
TOTAL					343	4,937

OR

ALTERNATIVE FOURTEENTH QUARTER

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
CLIN	4834	Level III Immersion Practicum	0	25	12	275
					12	278
TOTAL					342	4,972

All required courses that make up the curriculum must be taken to earn the Doctor of Chiropractic degree.

Electives

Students, in order to graduate, must satisfactorily complete a minimum of:

1. 18 credits of electives, or
 2. 12 credits of electives, and either an Immersion or an International Clinic, or
 3. 10 credits of electives if completing a designated "Track."
- (see "Research Track in DCP" below as an example, and for more details)

All students may select from any of the following electives course offerings when they complete enough coursework to achieve 10th quarter clinic status (pre-registration for 9th quarter students going into 10th quarter).

For those students dually enrolled in the College of Graduate Studies & Research's Master's program, they may select from the following 56xx elective course listed below, prior to beginning in their 10th quarter of study.

PUBH 5541 or PUBH 5543 may be taken after completing CLIN 3608; and PUBH 5546 may be taken after completion of both PUBH 5541 and PUBH 5543.

Electives offered directly by the College of Chiropractic

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
ANLS	5805	Network Technique (TIA)	2	2	3	44
ANLS	5815	Selected Concepts in Biomechanics	2	0	2	22
CLIN	5833	Level III Immersion Practicum Elective	0	25	12	275
CLIN	5834	Level III International Practicum	0	25	12	275

CPAP	5705	Issues in Traditional Chiropractic Philosophy	2	0	2	22
CPAP	5805	Philosophical Issues in Clinic / Prof. Practice	2	0	2	22
CPAP	5815	Issues in Contemporary Chiropractic Philosophy	2	0	2	22
DIAG	5753	Basic Eye Movements and Dysfunctions	2	2	3	44
DIAG	5757	Vestibular Functional Assessment and Rehabilitation	2	2	3	44
DIAG	5841	Neurological Basis of Behavioral Disorders	2	2	3	44
DIAG	5865	Advanced Pediatric Diagnosis	2	0	2	22
PUBH	5545	Physiotherapeutics - Clinical Practicum	0	3	0	33
PUBH	5850	Physiotherapeutics - Advanced Clinical Practicum	0	14	0	154
PUBH	5865	Pediatric Health Challenges	2	0	2	22
RSCH	5688	Individual Research Study (*)	0	12	6	120
RSCH	5701	Advanced Research Study	0	20	10	200
TECH	5702	Advanced Toggle	0	2	1	22
TECH	5801	Atlas Orthogonal Technique	2	2	3	44
TECH	5811	(H/O) Upper Cervical Knee / Chest	0	2	1	22
TECH	5817	Activator Technique	2	2	3	44
TECH	5821	Grostick Technique	2	0	2	22
TECH	5823	Advanced Thompson Technique	0	2	1	22
TECH	5831	CBP (Chiropractic Bio-Physics)	1	2	2	33
TECH	5832	Advanced Grostick Procedure Technique	0	2	1	22
TECH	5835	Introduction to Applied Kinesiology	2	2	3	44
TECH	5843	Technique for Cranial and Visceral Dysfunction (SOT)	2	2	3	44
TECH	5865	Advanced Pediatric Technique	2	2	3	44
TECH	5870	Cox Flexion Distraction Technique	2	2	3	44

(*) Used for Research Tract only

Electives Cross-Listed from College of Graduate Studies & Research's Master's Program in Sport Health Science (SHS)

Department	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
ANLS	5670	Kinesiology of Sport	4	0	3	44
ANLS	5676	Biomechanics of Sport Injury	4	0	3	44
ANLS	5825	Bio-Geometric Integration (BGI)	2	0	2	22
DIAG	5650	Injury Assessment of the Lower Body	4	0	3	44
DIAG	5652	Injury Assessment of the Upper Body	4	0	3	44
PUBH	5541	Physiotherapeutics - Adjunctive Procedures (*)	3	2	3	55
PUBH	5543	Physiotherapeutics - Rehabilitative Procedures (*)	3	2	3	55
PUBH	5600	Exercise Physiology (*)	4	0	3	44
PUBH	5612	Exercise Testing (*)	4	0	3	44
PUBH	5624	Strength Training and Development	4	0	3	44
PUBH	5842	On-Field Emergency Care	2	0	2	22
PUBH	5646	Therapeutic Agents (*)	3	0	3	33
PUBH	5648	Principles of Therapeutic Exercise (*)	4	0	3	44
TECH	5657	Arthrokinematics and Proprioception - Lower Body	3	2	3	55
TECH	5658	Arthrokinematics and Proprioception - Upper Body	3	2	3	55
TECH	5659	Sport Chiropractic Case Management	4	0	3	44

(*) Can be used toward Maryland's PT requirement of 270 hours.

Clinical Therapeutic Practicums are coordinated by the Department of Rehabilitation in the Center for Health and Optimum Performance (C-HOP).

Course Load - Doctor of Chiropractic Degree

1. The minimum number of credit hours a D.C. student must register, to be considered full-time, will be 12 per quarter (between 6 and 11 credits will be part-time).
2. The University's Doctor of Chiropractic Program will expect that students complete an average of 18 credits per quarter.
3. All D.C. students are expected to be registered as full-time students unless they are under special contract and / or by academic restriction policy.

Half-Time or Less = 11 credits or fewer (by contract or academic restriction policy only)

Minimum Full-Time Load = 12 credits

Expected Average Completion Full-Time Load = 18 credits

Maximum Full-Time Load = 24-27 credits (based on class status)

Maximum Overload = 31 credits

Students may not register for more than their maximum full-time load (24-27) except for students of good academic standing. Students of good academic standing may register for a maximum of 31 hours, provided they have a cumulative GPA of 3.0 or higher and no unresolved failed courses, or the student is in their last quarter of expected attendance.

All required courses must be completed at Life University unless student has been given advanced standing credit for courses of substantially equivalent credit, time, quality and content which have been completed at an accredited college or university, or which meet a specific set of criteria with regard to elective requirements.

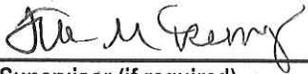
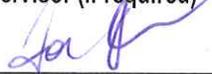
Students awarded the D.C. degree must have earned not less than the final 25% of the total credits required for the degree from the Doctor of Chiropractic program conferring the degree.

1269 Barclay Circle, Marietta, GA 30080
(800) 543-3202 (770) 426-2800

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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Ryan Zeinert Licensing Education & Examination Apecialist		2) Date When Request Submitted: 01/07/15 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: 01/15/15	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Request for CE extension.	
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session		8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	
9) Name of Case Advisor(s), if required:			
10) Describe the issue and action that should be addressed: Per Dr. Schumacher, review and determine action regarding CE extension request.			
11) Authorization			
Ryan Zeinert		01-07-15	
Signature of person making this request		Date	
		01-07-15	
Supervisor (if required)		Date	
		01-07-15	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Zeinert, Ryan - DSPS

To: Gasper, Greg - DSPS
Subject: RE: time sensitive request for a young DC and license renewal.

From: [REDACTED]
Sent: Wednesday, December 24, 2014 10:22 AM
To: [REDACTED]; Gasper, Greg - DSPS
Cc: Ryan, Thomas - DSPS, [REDACTED]
Subject: time sensitive request for a young DC and license renewal.

Good Morning Dr. Patti and Greg:

I received a call yesterday from a very frantic young DC in Fall Creek who would greatly appreciate assistance from the Chiropractic Board of Examiners. She has no prior issues with the state and after reviewing her information, I hope the Board and Department can find a way to provide her with an extension allowing her to keep her license active until she can replace the CE credits that she had unfortunately believed were approved.

Dr. Erin Scott is a 2012 graduate and renewing for the first time in Wisconsin. She has been in contact with Ryan from the department, but I believe this issue requires additional help.

From 2012-2014 Dr. Erin attended a 3 year series of seminars sponsored by the ICA and Palmer chiropractic college to obtain her pediatric diplomate degree. The 2012 seminars were approved by the Board for CE. Since she was a new graduate, she did not have to renew in 2012. She continued with the program in 2013 and 2014 earning more than 40 hours of CE. She was led to believe that the 2013-14 seminars were also approved. However, unknown to her, the courses for 2013 and 2014 were inadvertently not sent for approval. I have attached all of the Palmer certificates of attendance for reference. Dr. Erin's first knowledge of the issue was when she tried to renew on line. She immediately contacted DSPS to find out what she needed to do.

Dr. Erin is willing to take an additional 40 hours should this be necessary, but the main cause of concern is that she is a new practitioner who just purchased a practice in a small town and without an extension to her license to obtain the new CEs, she will be forced to close her office causing great harm.

If the department and Chiropractic Board review the courses Dr. Erin took in 2013-14 they will see that they had been approved in the past. In fact, Palmers Pediatric Diplomate program has been approved for decades. Dr. Erin actually exceeded the required 40 hours and a new practitioner having never renewed before may not have the institutional knowledge to know that they could not rely on the past approvals and need to check the BOE website for courses.

I know when I was a member of the Board we would evaluate cases such as this to find an equitable remedy. We did grant extensions if the case was valid.

I believe that we can safely state that the public is not in danger with this specific issue. Dr. Erin has taken a series of highly regarded CE programs that for decades were previously approved. She has paid her renewal fee. There was no intention to not obtain CE as she exceeded the 40 hours with valid courses. There was no intention to deceive the Board as she immediately contacted the Department once she had problems renewing online.

Dr. Erin's takes full responsibility for her misunderstanding and is willing to retake 40 additional hours. Her request to the Department / Board is to allow for an extension of her current license for 90 days to allow her the necessary time to obtain the replacement 40 hours. She has already searched the approved 2015 courses and will attend the earliest available courses in 2015 to reach the 40 CE mark.

If the Board could retroactively approve the Palmer courses that would be a fair solution as they are valid courses, but that may not be possible within the established rules. The granting of an extension is within the Boards power and the request for the extension is equitable in that it allows Dr. Erin to keep her office open until she can obtain the replacement CE credits with no danger to the public.

Time is of the essence with this request. I have included Dr. Erin's contact information below so that you can directly contact her. I am also willing to assist in any manner if necessary.

Thank you for your time in assisting this young DC.

Steven Conway DC, Esq.
[REDACTED]

Dr. Erin Scott
[REDACTED]
[REDACTED]

-----Original Message-----

From: Fall Creek Chiropractic [REDACTED]
To: chirolav [REDACTED]
Sent: Wed, Dec 24, 2014 9:28 am
Subject: Dr Erin

Thank you so much Dr. Conway for helping with this situation!

--
Sheryl Victoria CRT, CT
Fall Creek Chiropractic Office Manager
[REDACTED]
www.fcchiro.com

Chapter Chir 5

CONTINUING EDUCATION

Chir 5.01 Continuing education requirements for credential renewal.
Chir 5.02 Approval of continuing education programs.

Chir 5.03 Application denials.

Note: Chapter Chir 5 as it existed on February 29, 1996, was repealed and a new chapter Chir 5 was created effective March 1, 1996.

Chir 5.01 Continuing education requirements for credential renewal. (1) (a) Every chiropractor shall complete at least 40 continuing education credit hours in approved continuing education programs during each 2-year license registration period ending on December 14 of each even-numbered year, except as specified in s. Chir 3.02 (1) (c).

(b) Continuing education requirements for license renewal apply to the first full 2-year period in which a chiropractor is licensed.

(c) The board may grant a waiver, partial waiver, or postponement of the continuing education requirements in cases of hardship.

(d) Course work completed in pursuit of the educational requirements of ch. Chir 12 may be counted on an hour-for-hour basis.

(e) Of the 40 continuing education credit hours in par. (a), a chiropractor holding a nutritional counseling certificate issued under ch. Chir 12 shall complete at least 4 continuing education hours in nutrition.

(f) One credit of course work completed to become proficient in the use of an automated external defibrillator as required in ss. Chir 2.02 (6) (c), 3.02 (1) (e), and 3.03 (1) (i), may be counted as a continuing education credit hour.

(1g) (a) Every chiropractic radiological technician shall complete at least 12 continuing education credit hours in approved continuing education programs during each 2-year certificate registration period ending on December 14 of each even-numbered year. A chiropractic radiological technician who receives an initial certificate during a licensing biennium is not required to satisfy the continuing education requirement from the date of that certificate to the end of that licensing biennium.

(b) The board may grant a waiver, partial waiver, or postponement of the continuing education requirements in cases of hardship.

(1r) (a) Every chiropractic technician shall complete at least 6 continuing education credit hours in approved continuing education programs during each 2-year certificate registration period ending on December 14 of each even-numbered year. A chiropractic technician who receives an initial certificate during a licensing biennium is not required to satisfy the continuing education requirement from the date of that certificate to the end of that licensing biennium.

(b) The board may grant a waiver, partial waiver, or postponement of the continuing education requirements in cases of hardship.

(2) Continuing education credit hours may apply only to the 2-year license period in which the credit hours are acquired, unless either of the following applies:

(a) The continuing education credit hours required of a particular chiropractor, chiropractic radiological technician, or chiropractic technician as a consequence of a disciplinary proceeding, informal settlement conference, or resolution of an investigation into the conduct or competence of the chiropractor, chiropractic radiological technician, or chiropractic technician may not be

counted towards the fulfillment of generally applicable continuing education requirements.

(b) If the chiropractor, chiropractic radiological technician, or chiropractic technician has failed to meet the credential renewal requirement during the period, continuing education hours acquired on or after December 14 of any even-numbered year will apply to the preceding period only if the chiropractor, chiropractic radiological technician, or chiropractic technician has failed to meet the credential renewal requirement during that period, and will not apply to any other period or purpose.

(3) To obtain credit for completion of continuing education programs, a chiropractor, chiropractic radiological technician, or chiropractic technician shall certify on his or her application for credential renewal that he or she has completed all continuing education credits as required in this section for the previous 2-year credential registration period. A chiropractor, chiropractic radiological technician, or chiropractic technician shall retain for a minimum period of 4 years, and shall make available to the board or its agent upon request, certificates of attendance issued by the program sponsor for all continuing education programs for which he or she claims credit for purposes of renewal of his or her credential. Chiropractors, chiropractic radiological technicians, or chiropractic technicians attending a program for credit shall be present in the room where a program is being presented in order to claim credit. A chiropractor, chiropractic radiological technician, or chiropractic technician may claim credit hours for continuing education for which he or she was in actual attendance in the room, except for authorized break periods or to attend to personal hygiene needs.

History: Cr. Register, February, 1996, No. 482, eff. 3-1-96; am. (1), (2) (intro.), (a) and (3), Register, March, 1998, No. 507, eff. 4-1-98; renam. (1) to be (1) (a), cr. (1) (b) to (d), Register, June, 2001, No. 546, eff. 7-1-01; CR 03-082: cr. (1) (e) Register July 2004 No. 583, eff. 8-1-04; CR 06-051: cr. (1) (f) and (g) Register November 2006 No. 611, eff. 12-1-06; CR 08-093: cr. (1) (h) Register October 2009 No. 646, eff. 11-1-09; CR 11-019: am. (title), (1) (a), (2) (a), (b), (3), r. and recr. (1) (e), (d), (e), (f), r. (1) (g), (h), cr. (1) (g), (1r) Register September 2011 No. 669, eff. 10-1-11.

Chir 5.02 Approval of continuing education programs. (1) The board may approve a continuing education program which meets the following minimum requirements:

(a) The program is sponsored by the Wisconsin chiropractic association, the American chiropractic association, the international chiropractors association, a college of chiropractic approved by the board, or a college of medicine or osteopathy accredited by an agency recognized by the United States department of education.

(b) *Chiropractors.* The program subject matter relates to improving the clinical skills of a chiropractor and is generally taught at the undergraduate or postgraduate level of a chiropractic college meeting the requirements of s. Chir 2.02 (6) (b). The board will not approve credit for continuing education regarding a technique or practice which the board has determined to be unsafe or ineffective.

(bm) *Chiropractic radiological technician and chiropractic technician.* The program subject matter relates to improving the clinical skills of a chiropractic radiological technician or chiropractic technician, as applicable.

(c) The program sponsor agrees to provide a responsible person to monitor and verify the attendance of each registered chiropractor, chiropractic radiologic technician, or chiropractic techni-



PALMER
College of Chiropractic

Certificate of Attendance

*Department of Continuing Education
Palmer College of Chiropractic
1000 Brady Street
Davenport, IA 52803*

This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*
DICCP-IA: #1 Pregnancy-Prenatal Care

*Location: Davenport, IA
Date: April 14, 2012 to April 15, 2012
Instructor: Sharon Vallone, DC
Approval Number: Not Applicable
Diagnosis Hours Attended: 12.00*

Robert E. Lee
Vice Chancellor for Advancement



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Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #2 Pregnancy Complications--Birth Considerations

*Location: Davenport, IA
Date: May 5, 2012 to May 6, 2012
Instructor: Meghan Van Loon, DC
Approval Number: Not Applicable
Diagnosis Hours Attended: 12.00*

Robert E. Lee
Vice Chancellor for Advancement



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Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA #3 Post-Partum Period--Pregnancy Exercises

*Location: Davenport, IA
Date: June 9, 2012 to June 10, 2012
Instructor: Jennifer Murphy, DC
Approval Number: Not Applicable
Technique Hours Attended: 6.000
Diagnosis Hours Attended: 6.000*

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Vice Chancellor for Advancement



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Davenport, IA 52803*

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License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #4 Normal Neonate--Newborn Spinal Adjusting

*Location: Davenport, IA
Date: July 21, 2012 to July 22, 2012
Instructor: Donna Quezada, DC
Approval Number: WI-CHI120988
Technique Hours Attended: 3.000
Diagnosis Hours Attended: 9.000*

Robert E. Lee
Vice Chancellor for Advancement



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Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*
DICCP-IA: #5 Problems of the Neonate

*Location: Davenport, IA
Date: August 4, 2012 to August 5, 2012
Instructor: Lora Tanis, DC
Approval Number: WI-CHI120989
Diagnosis Hours Attended: 12.00*

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Davenport, IA 52803*

This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*
DICCP-IA:#6 Normal Infant and Toddler

*Location: Davenport, IA
Date: September 29, 2012 to September 30, 2012
Instructor: Pamela Gindl, DC
Approval Number: WI-CHI120990
Technique Hours Attended: 2.000
Diagnosis Hours Attended: 10.00*

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Davenport, IA 52803*

This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #7 Problems of the Infant and Adolescence

Location: Davenport, IA

Date: October 27, 2012 to October 28, 2012

Instructor: Stephanie O'Neill-Bhogal, DC

Approval Number: WI-CHI120991

Diagnosis Hours Attended: 10.00

Technique Hours Attended: 2.000

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License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #8 School-Aged Child and Adolescence

Location: Davenport, IA

Date: November 17, 2012 to November 18, 2012

Instructor: Tracy Barnes, DC

Approval Number: WI-CHI120992

Technique Hours Attended: 1.000

Diagnosis Hours Attended: 11.00

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This is to certify that:

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License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #9 The Pediatric Practice-Case Correlations--Review

Location: Davenport, IA

Date: December 8, 2012 to December 9, 2012

Instructor: Lora Tanis, DC

Approval Number: WI-CHI120993

Diagnosis Hours Attended: 3.000

Risk Hours Attended: 2.000

Prac Mgmt Hours Attended: 2.000

Documentation Hours Attended: 2.000

Technique Hours Attended: 3.000

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This is to certify that:

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License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*
DICCP-IA: #11 Pediatric Sports Injuries

*Location: Davenport, IA
Date: February 16, 2013 to February 17, 2013
Instructor: Tracey Littrell, DC, DACBR, CCSP
Approval Number: Not Applicable
Technique Hours Attended: 12.00*

Robert E. Lee
Vice Chancellor for Advancement



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This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #13 Cranio-Sacral 1

*Location: Davenport, IA
Date: April 13, 2013 to April 14, 2013
Instructor: Carol Phillips, DC
Approval Number: Not Applicable
Technique Hours Attended: 12.00*



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License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #13 Cranio-Sacral 1

*Location: Davenport, IA
Date: April 13, 2013 to April 14, 2013
Instructor: Carol Phillips, DC
Approval Number: Not Applicable
Technique Hours Attended: 12.00*

Robert E. Lee
Vice Chancellor for Advancement



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This is to certify that:

Dr. Erin Scott

License #:WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #16 Research 2-Case Writing Workshop

*Location: Davenport, IA
Date: July 6, 2013 to July 7, 2013
Instructor: Cheryl Hawk, DC
Approval Number: Not Applicable
General Hours Attended: 12.00*

Robert E. Lee
Vice Chancellor for Advancement



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This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #17 Pediatric Radiology

Location: Davenport, IA

Date: September 7, 2013 to September 8, 2013

Instructor: Ian McLean, DC

Approval Number: Not Applicable

Radiology Hours Attended: 12.00

Robert E. Lee
Vice Chancellor for Advancement



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*Department of Continuing Education
Palmer College of Chiropractic
1000 Brady Street
Davenport, IA 52803*

This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA: #18 Cranio-Sacral 2/ Myofacial Techniques

*Location: Davenport, IA
Date: October 12, 2013 to October 13, 2013
Instructor: Carol Phillips, DC
Approval Number: Not Applicable
Technique Hours Attended: 12.00*

Robert E. Lee
Vice Chancellor for Advancement



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**Department of Continuing Education
Palmer College of Chiropractic
1000 Brady Street
Davenport, IA 52803**

This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA:#19 Neurology 1

*Location: Davenport, IA
Date: November 2, 2013 to November 3, 2013
Instructor: Doug DeMassa, DC
Approval Number: Not Applicable
General Hours Attended: 12.00*

Robert E. Lee
Vice Chancellor for Advancement



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College of Chiropractic

Certificate of Attendance

*Department of Continuing Education
Palmer College of Chiropractic
1000 Brady Street
Davenport, IA 52803*

This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA #24: Age Specific Advanced Case Management

*Location: Davenport, IA
Date: April 17, 2014 to April 18, 2014
Instructor: Tracy Barnes, DC, DICCP
Approval Number: Not Applicable
General Hours Attended: 12.00*

Dana Lawrence

Dana Lawrence, D.C.
Senior Director of Continuing Education and Events



PALMER
College of Chiropractic

Certificate of Attendance

*Department of Continuing Education
Palmer College of Chiropractic
1000 Brady Street
Davenport, IA 52803*

This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA #23: Functional Nutrition for Autoimmune Challenges

*Location: Davenport, IA
Date: April 26, 2014 to April 27, 2014
Instructor: John Furlong, ND
Approval Number: Not Applicable
General Hours Attended: 12.00*

Dana Lawrence

Dana Lawrence, D.C.
Senior Director of Continuing Education and Events



PALMER
College of Chiropractic

Certificate of Attendance

*Department of Continuing Education
Palmer College of Chiropractic
1000 Brady Street
Davenport, IA 52803*

This is to certify that:

Dr. Erin Scott

License #: WI-4862-12

*has attended continuing education sponsored by
Palmer College of Chiropractic for the following:*

DICCP-IA #27: Review

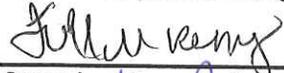
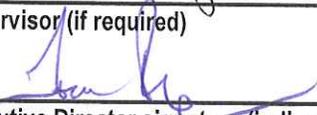
*Location: Davenport, IA
Date: September 13, 2014 to September 14, 2014
Instructor: Sharon Vallone, DC, FICCP
Approval Number: Not Applicable
General Hours Attended: 12.00*

Dana Lawrence

Dana Lawrence, D.C.
Senior Director of Continuing Education and Events

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Ryan Zeinert Licensing Education & Examination Apecialist		2) Date When Request Submitted: 01/07/15 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: 01/15/15	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Request for CE extension.	
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: Per Dr. Schumacher, review and determine action regarding CE extension request.			
11) Authorization			
Ryan Zeinert		01-07-15	
Signature of person making this request 		Date	
Supervisor (if required) 		01-07-15	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		01-07-15	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Zeinert, Ryan - DSPS

From: Brian Dittmann <[REDACTED]>
Sent: Wednesday, January 07, 2015 10:24 AM
To: Gasper, Greg - DSPS
Subject: Short on Continuing Education Credits

Dear Greg,

I am greatly embarrassed and very frustrated with myself that I have to address this issue. I have been practicing over twenty years and never thought I would be in this position. The situation is I am short on my C.E. hours. I recently learned the 12-hour nutrition course I took from Texas College was not approved by the state of Wisconsin. I have a doctor filling in for me, but this is a hardship financially due to the cost of the fill-in, and emotionally difficult as I work in a rural town of 2000 people and do not like being unable to take care of my patients. I know you are meeting on 1-15-15 to discuss this issue. My question is, is there any way I can continue to practice until I fulfill my hours which I hope to do this weekend at Palmer College. The course is a 15 hour course on extremity soft tissue diagnosis and treatment. Steve Conway of CSW has been working with me on this matter. I'll be sending an email to you promptly that includes our conversations regarding the situation.

Thank you for looking into this matter. Please feel free to contact me with any questions or concerns,
Brian Dittman

[REDACTED]
[REDACTED]
[REDACTED]

Zeinert, Ryan - DSPS

To: [REDACTED]
Subject: RE: request for extension for CE renewal

From: [REDACTED]
Sent: Wednesday, January 07, 2015 9:19 AM
To: Ryan, Thomas - DSPS
Cc: Thompson, Taylor A - DSPS; Zeinert, Ryan - DSPS
Subject: request for extension for CE renewal

Good Morning:

Please accept this request on behalf of Dr. Dittman for an extension to achieve his 2013-2014 CE requirements.

Dr. Dittman in good faith attended a seminar sponsored by Texas Chiropractic college that he believed was approved by the state of Wisconsin. When he could not find the course number during his renewal process he contacted Texas Chiropractic college and they sent the attached document. That is when he first realized that the course was not approved in Wisconsin. The course was only approved in Illinois, Iowa, Michigan and Indiana.

Dr. Dittman realized his error and has taken immediate actions to find substitute CE programs

Dr. Dittman has signed up for a 12 hour substitute course to be held by the WCA in Green Bay on 1/17-18/15 to replace the 9.5 hours.

Dr. Dittman has always in the past achieved his CE hours and this has been a very traumatic experience for him as he prides himself in correctly achieving all of his CE hours.

Dr. Dittman is willing to attend the BOE meeting on Jan 15th to answer any questions if necessary.

Please let me know if you need any additional information.

Steven Conway

Zeinert, Ryan - DSPS

To: Ryan, Thomas - DSPS
Subject: RE: name of other chiropractor

From: chiralaw@aol.com [mailto:chiralaw@aol.com]
Sent: Tuesday, January 06, 2015 5:24 PM
To: Ryan, Thomas - DSPS [mailto:ryan.thomas@zeinert.com]; Gasper, Greg - DSPS
Subject: name of other chiropractor

Good Afternoon:

Sorry for the delay in responding, I just got to my voicemails and found Thomas's request for the name and course of the other DC.

Dr. Brian Dittman of Clinton. The course was sponsored by Texas Chiropractic College on 1/26-27/13. Title Inflammation: How to identify the Hidden Source. 12 hours were attended. Approved in Illinois, Iowa, Michigan and Indiana

Dr. Dittman has signed up for substitute course to be held on 1/7-18/15 to replace the 9.5 hours.

Thank you.

Steve

Zeinert, Ryan - DSPS

To: Zeinert, Ryan - DSPS
Subject: RE: additional DC with similar issue

From: [redacted] [mailto:[redacted]]
Sent: Tuesday, December 30, 2014 3:12 PM
To: [redacted], Gasper, Greg - DSPS
Subject: additional DC with similar issue

Hello Greg and Dr. Patti:

I have been contacted by another DC that has a similar issue with CE approval.

The DC took an actual weekend course from a chiropractic college. The credits were approved for Illinois, Michigan, Indiana and I believe Iowa, but apparently the DC when they went to renew and couldn't find the number for the course that they had problems with Wisconsin approval in 2013.

The DC is now 9.5 hours short of the 40.

The DC is willing to retake additional CE to make up for the error, but we are running into the license expiration issue.

The question is similar. Since the DC took an actual course provided by a chiropractic college that was approved by other states, can they receive an extension to complete the 9.5 hours in January?

Thank you for your help.

Steve

TEXAS Chiropractic College

Division of Postgraduate Studies

5912 Spencer Highway - Pasadena, TX 77505-1699 - (800) 533.9822 - 281.487.5656 - Fax: 281.998.5787

TRANSCRIPT

COURSE REPORT FOR:

BRIAN DITTMANN, DC

02/09/2013

~~██████████~~
~~██████████~~

Date of Seminar	Seminar Title	Instructor	Hours
01/26/2013 - 01/27/2013	Inflammation: How to Identify the Hidden Source Triggers	Louis Boven	12.00
Metabolic Mangment			

APPROVAL NUMBERS:

- IL: AUTO
- IA: AUTO
- MI: AUTO
- IN: AUTO

TOTAL HOURS 12.00

Official Signature:



Terry McDonald, LMSW Director of Postgraduate Studies

Chapter Chir 5

CONTINUING EDUCATION

Chir 5.01	Continuing education requirements for credential renewal.	Chir 5.03	Application denials.
Chir 5.02	Approval of continuing education programs.		

Note: Chapter Chir 5 as it existed on February 29, 1996, was repealed and a new chapter Chir 5 was created effective March 1, 1996.

Chir 5.01 Continuing education requirements for credential renewal. (1) (a) Every chiropractor shall complete at least 40 continuing education credit hours in approved continuing education programs during each 2-year license registration period ending on December 14 of each even-numbered year, except as specified in s. Chir 3.02 (1) (c).

(b) Continuing education requirements for license renewal apply to the first full 2-year period in which a chiropractor is licensed.

(c) The board may grant a waiver, partial waiver, or postponement of the continuing education requirements in cases of hardship.

(d) Course work completed in pursuit of the educational requirements of ch. Chir 12 may be counted on an hour-for-hour basis.

(e) Of the 40 continuing education credit hours in par. (a), a chiropractor holding a nutritional counseling certificate issued under ch. Chir 12 shall complete at least 4 continuing education hours in nutrition.

(f) One credit of course work completed to become proficient in the use of an automated external defibrillator as required in ss. Chir 2.02 (6) (c), 3.02 (1) (e), and 3.03 (1) (i), may be counted as a continuing education credit hour.

(1g) (a) Every chiropractic radiological technician shall complete at least 12 continuing education credit hours in approved continuing education programs during each 2-year certificate registration period ending on December 14 of each even-numbered year. A chiropractic radiological technician who receives an initial certificate during a licensing biennium is not required to satisfy the continuing education requirement from the date of that certificate to the end of that licensing biennium.

(b) The board may grant a waiver, partial waiver, or postponement of the continuing education requirements in cases of hardship.

(1r) (a) Every chiropractic technician shall complete at least 6 continuing education credit hours in approved continuing education programs during each 2-year certificate registration period ending on December 14 of each even-numbered year. A chiropractic technician who receives an initial certificate during a licensing biennium is not required to satisfy the continuing education requirement from the date of that certificate to the end of that licensing biennium.

(b) The board may grant a waiver, partial waiver, or postponement of the continuing education requirements in cases of hardship.

(2) Continuing education credit hours may apply only to the 2-year license period in which the credit hours are acquired, unless either of the following applies:

(a) The continuing education credit hours required of a particular chiropractor, chiropractic radiological technician, or chiropractic technician as a consequence of a disciplinary proceeding, informal settlement conference, or resolution of an investigation into the conduct or competence of the chiropractor, chiropractic radiological technician, or chiropractic technician may not be

counted towards the fulfillment of generally applicable continuing education requirements.

(b) If the chiropractor, chiropractic radiological technician, or chiropractic technician has failed to meet the credential renewal requirement during the period, continuing education hours acquired on or after December 14 of any even-numbered year will apply to the preceding period only if the chiropractor, chiropractic radiological technician, or chiropractic technician has failed to meet the credential renewal requirement during that period, and will not apply to any other period or purpose.

(3) To obtain credit for completion of continuing education programs, a chiropractor, chiropractic radiological technician, or chiropractic technician shall certify on his or her application for credential renewal that he or she has completed all continuing education credits as required in this section for the previous 2-year credential registration period. A chiropractor, chiropractic radiological technician, or chiropractic technician shall retain for a minimum period of 4 years, and shall make available to the board or its agent upon request, certificates of attendance issued by the program sponsor for all continuing education programs for which he or she claims credit for purposes of renewal of his or her credential. Chiropractors, chiropractic radiological technicians, or chiropractic technicians attending a program for credit shall be present in the room where a program is being presented in order to claim credit. A chiropractor, chiropractic radiological technician, or chiropractic technician may claim credit hours for continuing education for which he or she was in actual attendance in the room, except for authorized break periods or to attend to personal hygiene needs.

History: Cr. Register, February, 1996, No. 482, eff. 3-1-96; am. (1), (2) (intro.), (a) and (3), Register, March, 1998, No. 507, eff. 4-1-98; renum. (1) to be (1) (a), cr. (1) (b) to (d), Register, June, 2001, No. 546, eff. 7-1-01; CR 03-082: cr. (1) (e) Register July 2004 No. 583, eff. 8-1-04; CR 06-051: cr. (1) (f) and (g) Register November 2006 No. 611, eff. 12-1-06; CR 08-093: cr. (1) (h) Register October 2009 No. 646, eff. 11-1-09; CR 11-019: am. (title), (1) (a), (2) (a), (b), (3), r. and recr. (1) (e), (d), (c), (f), r. (1) (g), (h), cr. (1g), (1r) Register September 2011 No. 669, eff. 10-1-11.

Chir 5.02 Approval of continuing education programs. (1) The board may approve a continuing education program which meets the following minimum requirements:

(a) The program is sponsored by the Wisconsin chiropractic association, the American chiropractic association, the international chiropractors association, a college of chiropractic approved by the board, or a college of medicine or osteopathy accredited by an agency recognized by the United States department of education.

(b) *Chiropractors.* The program subject matter relates to improving the clinical skills of a chiropractor and is generally taught at the undergraduate or postgraduate level of a chiropractic college meeting the requirements of s. Chir 2.02 (6) (b). The board will not approve credit for continuing education regarding a technique or practice which the board has determined to be unsafe or ineffective.

(bm) *Chiropractic radiological technician and chiropractic technician.* The program subject matter relates to improving the clinical skills of a chiropractic radiological technician or chiropractic technician, as applicable.

(c) The program sponsor agrees to provide a responsible person to monitor and verify the attendance of each registered chiropractor, chiropractic radiologic technician, or chiropractic techni-

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Taylor Thompson, Bureau Assistant on behalf of Tom Ryan, Executive Director		2) Date When Request Submitted: 1/6/15 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: 1/15/15	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? National Board of Chiropractic Examiners 2015 Call for Delegates - Review and Consideration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization			
Taylor Thompson		1/6/15	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			



901 54th Avenue / Greeley, Colorado 80634 / Tel: 970-356-9100 / www.nbce.org

December 8, 2014

TO: Thomas Ryan, Executive Director
Wisconsin Chiropractic Examining Board

CC: John E. Church, DC, NBCE 2014 Delegate
Jodi L. Griffith, DC, NBCE 2014 Alternate Delegate
Patricia A. Schumacher, DC, Chair, Wisconsin Chiropractic Examining Board

FROM: Donna L. Craft, DC, President
National Board of Chiropractic Examiners

RE: Call for 2015 NBCE Delegates & Alternate Delegates

The National Board of Chiropractic Examiners' Annual Business Meeting of State Delegates will be held on Friday, May 8, 2015 at the *JW Marriott New Orleans*, 614 Canal Street, New Orleans, Louisiana. **In order to participate during the business meeting, your state's NBCE delegate and alternate delegate names must be received no later than Monday, March 9, 2015.**

- **NBCE Delegate and Alternate Delegate** – The delegate and alternate delegate must be a chiropractic member of your state licensing board. The delegate and alternate delegate positions are a one-year term beginning 60 days prior to the 2015 NBCE Annual Business Meeting of State Delegates and ending 60 days prior to the 2015 NBCE Annual Business Meeting of State Delegates. In the event the delegate is unable to attend the meeting, the alternate delegate will be given voting privileges.

When submitting your Designation Letter, please note the following:

- Designation Letter naming the voting delegate and alternate delegate must be submitted on **official state board letterhead**;
- Full name of the delegate and alternate delegate and current contact information (i.e. mailing address, phone and facsimile numbers and e-mail address) should be included;
- Signature of the Secretary of the state board or other authorized person (e.g. board president or executive director) is required.

Officers and Directors:

Donna L. Craft, D.C.
President

Paul N. Morin, D.C.
Vice President

Salvatore D. LaRusso, D.C.
Treasurer

Steven R. Conway, D.C., J.D.
Secretary

Daniel M. Côté, D.C.

Farrel I. Grossman, D.C.

Lawrence O'Connor, D.C.

LeRoy F. Otto, D.C.

Norman E. Ouzts, Jr., D.C.

Gary R. Pennebaker, D.C.

Ronald B. Tripp, Jr., D.C.

Martin W. Kollasch, D.C., Ph.D. (c)
Executive Vice President

Delivery options for Designation Letter include:

- 1) **Electronic Communications:** Scan and email to ExecDept@nbce.org **no later than midnight MST, Monday, March 9, 2015; OR**
- 2) **USPS or other delivery service:** Send to the NBCE Executive Office, 901 54th Avenue, Greeley, Colorado 80634, **must be postmarked by midnight, Monday, March 9, 2015; OR**
- 3) **Facsimile:** Send to the NBCE Executive Office at 800-867-6578, **must be received by 5:00pm MST on Monday, March 9, 2015.**

Thank you. I appreciate your attention to this important and time sensitive matter.



Annual Meeting



During the week of May 3–8, 2015, the NBCE Board of Directors will hold its annual board and state delegates meeting in conjunction with the Federation of Chiropractic Licensing Boards' 89th Annual Educational Conference in New Orleans, Louisiana.

Annual Meeting Timeline

Monday, March 9, 2015	60 days prior	Delegate designation deadline
Tuesday, March 24, 2015	45 days prior	Inform 2015 delegates and alternate delegates of redlined bylaws
Wednesday, April 8, 2015	30 days prior	Provide 2015 delegates and alternate delegates list to NBCE Credentials Committee
Friday, May 8, 2015	Annual Meeting New Orleans, LA	

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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Taylor Thompson, Bureau Assistant on behalf of Tom Ryan, Executive Director		2) Date When Request Submitted: 1/7/15 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: 1/15/15	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? FCLB Delegate Designation and Meeting Information	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization			
Taylor Thompson		1/9/15	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			



NEW ORLEANS
FCLB's 89th Annual Educational Congress
 May 6-10, 2015
 JW Marriott New Orleans

Meetings 2015 - New Orleans

Protecting the public by promoting excellence in chiropractic regulation through service to our member boards

Make plans to join us in New Orleans!

May 6-10, 2015



Start Planning:
 Hotel and Travel
 Delegate Information
 Local Flavor
 Local Color

Important Deadlines
Feb 8, 2015
 Bylaws Amendments,
 Liewer-Cohen Grant Application
Feb 19, 2015
 Award Nominations
Mar 10, 2015
 Intent to Run
Apr 9, 2015
 Voting Delegate Designation

Registration and Agenda available in January

Early bird (through 3/8/15)	\$450
On-time (3/9/15-4/9/15)	\$495
Late (after 4/10/15)	\$595
Honorary Fellow	\$250

Registrations cancelled after 4/27/15 will be subject to a \$100 fee

≡	2015 Draft Schedule (subject to change)	≡
	Tuesday, May 5	
	All day FCLB Board of Directors Meeting	
	Wednesday, May 6	
	8:30 AM - 1:30 PM FCLB Board of Directors Meeting	
	All day Chiropractic Board Administrators Committee Meeting	
	1:00 - 5:00 PM Conference Registration and Check-in; pick up your materials	
	2:00 - 4:00 PM FCLB Committee Meetings - contact your committee chair	
	3:30 - 4:30 PM Meet your FCLB Directors	
	Thursday, May 7	
	7:00 - 8:30 AM Conference Registration and Check-in; pick up your materials	
	7:00 AM New Attendee Orientation and Breakfast	
	General Continental Breakfast (for meeting attendees only)	
	7:15 AM Credentials Committee Meeting	
	8:00 AM Welcome and Opening Remarks	
	8:30 - 1:15 PM Educational Sessions	
	1:15 PM FCLB Alumni Luncheon	
	2:00 - 6:00 PM Committee Meetings (contact your committee chair)	
	Workshops	
	Friday, May 8 (NBCE Day)	
	7:00 AM General Continental Breakfast (for meeting attendees only)	
	8:30 AM Educational Sessions	
	12:15 - 3:30 PM NBCE Luncheon and Business Meeting	
	3:30 - 5:00 PM Educational Sessions	
	6:30 PM Social Event	
	Saturday, May 9	
	7:00 AM District Caucuses and Breakfast (for meeting attendees only)	
	8:00 - 10:30 AM Business Meeting and Elections	
	10:30 AM Awards Presentation	
	12:00 PM	
	1:00 PM FCLB Board of Directors Meeting	

Print

1:30 - 5:00 PM Committee meetings (contact your committee chair)

Sunday, May 10

9:00 AM Wrap up Breakfast (for meeting attendees only)

Quick Clicks

- Hotel and Travel
- Delegates
- Elections
- Speakers
- Board Reports
- Local Flavor
- Local Color

Grants and Awards

Click on a link below to fill out the required application or nomination form.

Donna Liewer-Cohen Grant

During Ms. Donna Liewer-Cohen's 24 years as Executive Director of the FCLB, she earned the George Arvidson Award for Meritorious Service, helped initiated numerous service programs including CIN-BAD, PACE, and CCCA, and served as a friend and guide to a generation of regulators.

In honor of Ms. Liewer-Cohen's service, the FCLB Board of Directors has chosen to assist an essential regulatory board member to attend the FCLB annual educational congress. This grant provides up to \$2,500 in hotel, travel, and registration expenses. Board administrators provide invaluable support to regulatory board members, acting as advisor, historian, and facilitator in addition to keeping the board running.

[Grant Application](#)

**George Arvidson Award
for Meritorious Service**

This award is the Federation's highest individual honor. Named for FCLB Past President Dr. George Arvidson of Minnesota, it recognizes integrity, service, sacrifice, vision, and commitment in the arena of chiropractic licensure.

[Nomination Form](#)

**Earl Wiley, D.C.
Outstanding Licensing Board**

This award recognizes an FCLB member board which has exemplified standards of excellence, serving as a model for every chiropractic licensing board. Nominees should have done something difficult, whether in terms of legislation, internal restructuring, political positions, development of educational materials, or other areas outside the mainstream of everyday operations.

[Nomination Form](#)

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