



CHIROPRACTIC EXAMINING BOARD
Room 121A, 1400 East Washington Avenue, Madison
Contact: Tom Ryan (608) 266-2112
March 5, 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 January 15, 2015 (4-9)**
- C) Administrative Updates**
 - 1) Department and Staff Updates
 - 2) Delegation to Monitoring Liaison and Department Monitor **(10-11)**
 - 3) Other Informational Items
- D) Legislative/Administrative Rule Matters**
 - 1) Review of Preliminary Draft of 165- Chir 4 Course of Study for Chiropractic Radiological Technicians and Chiropractic Technicians **(12-38)**
- E) Education and Examination Matters**
 - 1) JP Examination – Migration to Online Open Book Format – APPEARANCE – Ryan Zeinert, Office of Education and Examinations **(39-44)**
 - 2) CSW Request for Approval of CT Course of Study **(45-50)**
- F) Review of LRB 1340-1 (51-53)**
- 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
 - a) Executive Order 61
 - 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), and Reports

D) 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) **Monitoring (54-55)**

- 1) Richard J. Ranicke, D.C. – Requesting Full Licensure **(56-66)**
- 2) Warren A. Witkowski, D.C. – Requesting Full Licensure **(67-114)**

K) **Proposed Final Decision and Order: In the Matter of the Disciplinary Proceedings Against Ty C. Wade, D.C., Respondent (DHA Case SPS-13-0050) (DLSC Case 13 CHI 002) (115-148)**

L) **Presentation and Deliberation on Proposed Stipulations, Final Decisions and Orders by the Division of Legal Services and Compliance**

- 1) Raymond M. Janusz, D.C. – 13 CHI 010 **(149-156)**

M) **Presentation and Deliberation on Administrative Warnings**

- 1) 13 CHI 009 (G.A.) **(157-158)**
- 2) 13 CHI 009 (M.A.) **(159-160)**

N) **Case Closing(s)**

- 1) 14 CHI 019 – M.C. **(161-163)**

O) **Case Status Report (164)**

P) **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

Q) Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

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

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

T) Ratification of Licenses and Certificates

ADJOURNMENT

**CHIROPRACTIC EXAMINING BOARD
MEETING MINUTES
January 15, 2015**

PRESENT: Kelly Brown; John Church, D.C.; Jodi Griffith, D.C.; Jeffrey Mackey, D.C.; and Patricia Schumacher, D.C.

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 8:30 A.M. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES

Corrections:

- Under Education and Examination Matters, “John Church abstained from voting in the above matter.” should be corrected to read “John Church opposed.”

MOTION: Jeffrey Mackey moved, seconded by Jodi Griffith, to approve the minutes of November 6, 2014 as corrected. Motion carried unanimously.

ADMINISTRATIVE UPDATES

ELECTION OF OFFICERS

BOARD CHAIR

NOMINATION: Jeffrey Mackey nominated Patricia Schumacher for the Office of Board Chair. Nomination carried by unanimous consent.

Tom Ryan called for other nominations three (3) times.

Patricia Schumacher was elected as Board Chair.

VICE CHAIR

NOMINATION: Jodi Griffith nominated John Church for the Office of Vice Chair. Nomination carried by unanimous consent.

Tom Ryan called for other nominations three (3) times.

John Church was elected as Vice Chair.

SECRETARY

NOMINATION: John Church nominated Jodi Griffith for the Office of Secretary.
Nomination carried by unanimous consent.

Tom Ryan called for other nominations three (3) times.

Jodi Griffith was elected as Secretary.

2015 ELECTION RESULTS	
Board Chair	Patricia Schumacher
Vice Chair	John Church
Secretary	Jodi Griffith

2015 LIAISON APPOINTMENTS	
Preceptor Liaison	Jodi Griffith <i>Alternate: John Church</i>
Monitoring Liaison	Jeffrey Mackey <i>Alternate: Jodi Griffith</i>
Credentialing Liaison	Jodi Griffith <i>Alternate: Kelly Brown</i>
Exams, Education and Continuing Education Liaison	Patricia Schumacher <i>Alternate: Kelly Brown, John Church</i>
Travel Liaison	Patricia Schumacher <i>Alternate: John Church</i>
Rules Liaison	John Church <i>Alternate: Kelly Brown</i>
Screening Panel	John Church, Kelly Brown, Jodi Griffith <i>Alternate: Patricia Schumacher</i>

MOTION: Jeffrey Mackey moved, seconded by Kelly Brown, to affirm the Chair's appointments of liaisons. Motion carried unanimously.

DELEGATED AUTHORITY MOTIONS

MOTION: Jeffrey Mackey moved, seconded by Jodi Griffith, 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 to act in urgent matters, make appointments to vacant liaison, panel and committee positions, and to act when knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

MOTION: Jeffrey Mackey moved, seconded by Jodi Griffith, that Board Counsel or another Department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin. Code § SPS 1.08(1). Motion carried unanimously.

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director or designee to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, 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.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

PUBLIC HEARING ON CLEARINGHOUSE RULE 14-069 RELATING TO DUTY TO INFORM PATIENT OF TREATMENT OPTIONS

MOTION: Jeffrey Mackey moved, seconded by John Church, to note that a Public Hearing was held on Clearinghouse Rule 14-069 relating to Duty to Inform Patient of Treatment Options. Motion carried unanimously.

MOTION: Jeffrey Mackey moved, seconded by Jodi Griffith, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule 14-069 for submission to the Governor's Office and Legislature. Motion carried unanimously.

PUBLIC HEARING ON CLEARINGHOUSE RULE 14-068 RELATING TO PRACTICAL EXAMS FOR CHIROPRACTORS

MOTION: Jeffrey Mackey moved, seconded by John Church, to note that a Public Hearing was held on Clearinghouse Rule 14-068 relating to Practical Exams for Chiropractors. Motion carried unanimously.

MOTION: Jeffrey Mackey moved, seconded by John Church, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule 14-068 for submission to the Governor's Office and Legislature. Motion carried unanimously.

REVIEW OF PRELIMINARY DRAFT OF 165 – CHIR 4 COURSE OF STUDY FOR CHIROPRACTIC RADIOLOGICAL TECHNICIANS AND CHIROPRACTIC TECHNICIANS

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to request information regarding existing Chiropractic Technician and Chiropractic Radiological Technician courses of study from organizations interested in providing the Board with information about the courses of study including course content, course approval standards, student satisfaction, feedback from the profession, and any other information that may be relevant. Motion carried unanimously.

EDUCATION AND EXAMINATION MATTERS

CONTINUING EDUCATION HARDSHIP EXTENSION REQUEST

MOTION: Kelly Brown moved, seconded by Jeffrey Mackey, to grant the request of Erin Scott for an extension of the deadline to complete her required continuing education credits for the previous biennium to June 1, 2015. These credits or any other credits used to meet the CE requirement for the previous biennium may not be applied to the continuing education requirement for the current or any future biennium. Motion carried unanimously.

CALL FOR DELEGATES AND BOARD AUTHORIZED TRAVEL

NATIONAL BOARD OF CHIROPRACTIC EXAMINERS 2015 ANNUAL MEETING – MAY 8, 2015 – NEW ORLEANS, LA

MOTION: Kelly Brown moved, seconded by Jeffrey Mackey, to designate Patricia Schumacher as a delegate, and John Church as an alternate to attend the National Board of Chiropractic Examiners 2015 Annual Meeting in New Orleans, LA and to authorize travel. Motion carried unanimously.

FEDERATION OF CHIROPRACTIC LICENSING BOARDS 89TH ANNUAL EDUCATIONAL CONGRESS MEETING – MAY 6-10, 2015 – NEW ORLEANS, LA

MOTION: Kelly Brown moved, seconded by Jeffrey Mackey, to designate Patricia Schumacher as a delegate, and John Church as an alternate to attend the Federation of Chiropractic Licensing Boards 89th Annual Educational Congress Meeting in New Orleans, LA and to authorize travel. Motion carried unanimously.

EXECUTIVE ORDER 61

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to note that the Executive Order 61 review was completed and no rule changes are recommended at this time. Motion carried unanimously.

CLOSED SESSION

MOTION: Jeffrey Mackey moved, seconded by John Church, 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 1:04 P.M.

RECONVENE TO OPEN SESSION

MOTION: Jeffrey Mackey moved, seconded by Kelly Brown, to reconvene in Open Session at 1:56 P.M. Motion carried unanimously.

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

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

CREDENTIALING MATTERS

CONSIDERATION OF CPR REQUIREMENTS

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, to deny the request of J.L.G. for waiver of the cardio pulmonary resuscitation certification requirement found in CHIR 3.02 (1)(d). **Reason for denial:** J.L.G. did not establish that he unable to meet this requirement. Motion carried unanimously.

MONITORING

JAMES FINK, D.C. – REQUESTING FULL LICENSURE

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

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 **11 CHI 031 (C.J.S.)**. Motion carried unanimously.

MOTION: Jeffrey Mackey moved, seconded by John Church, to issue an Administrative Warning in the matter of DLSC case number **11 CHI 031 (S.R.S.)**. Motion carried unanimously.

MOTION: Jodi Griffith moved, seconded by Jeffrey Mackey, accept the Stipulation and issue an Administrative Warning in the matter of DLSC case number **12 CHI 029 (H.N.)**. Motion carried unanimously.

CASE CLOSING(S)

MOTION: Kelly Brown moved, seconded by Jeffrey Mackey, to close DLSC case number 14 CHI 005, against K.A.A., for **insufficient evidence (IE)**. Motion carried unanimously.

MOTION: Jeffrey Mackey moved, seconded by John Church, to close DLSC case number 14 CHI 026, against D.S., for **insufficient evidence (IE)**. Motion carried unanimously.

RATIFICATION OF LICENSES AND CERTIFICATES

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

ADJOURNMENT

MOTION: Kelly Brown moved, seconded by Jodi Griffith, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:58 P.M.

DRAFT

**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: January 13, 2015 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? Delegation to Monitoring Liaison and Department Monitor	
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: 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;"> January 13, 2015 </div> <div style="width: 30%;"></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 style="width: 20%;"></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 style="width: 20%;"></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 style="width: 20%;"></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 (“Liaison”) is a Board/Section designee who works with department monitors to enforce Board/Section orders as explained below.

Current Authorities Delegated to the Monitoring Liaison

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

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/Section order. The temporary reduction will be in effect until Respondent secures employment in the profession. The Department Monitor (“Monitor”) will draft an order and sign on behalf of the Liaison.
2. Grant a stay of suspension if Respondent is eligible per the Board/Section order. The 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/Section order. 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. The 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/Section approval.
5. Grant a maximum of one 90-day extension, if warranted and requested in writing by Respondent, to complete Board/Section-ordered continuing education.
6. **Grant a maximum of one extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by Respondent.**

Monitoring Liaison currently has the authority to grant an extension up to 90 days. This change will allow the Liaison to grant payment plans and longer extensions on a case-by-case basis, which will be particularly helpful for Board/Sections that do not meet every month.

7. **Grant full reinstatement of licensure if Respondent has fully complied with all terms of the order without deviation. The Monitor will draft an order and obtain the signature or written authorization from the Liaison.**

This addition was initiated and approved by the Medical Examining Board in October 2014. The Liaison may choose to defer a particular request to the full Board/Section for review if needed.

Current Authorities Delegated to the Department Monitor

The Monitor may take the following actions on behalf of the Board/Section, 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/Section-ordered CE and/or paid costs and forfeitures within the time specified by the Board/Section order. The Monitor may remove the suspension and issue an order when proof completion and/or payment have been received.

**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: February 23, 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: March 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: <p>The Board will review curriculum from a variety of chiropractic schools and 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.</p>			
11) Signature of person making this request Shawn Leatherwood		Authorization February 23, 2015	
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:

Currently, applicants for chiropractic radiological technician and chiropractic technician certification are required by ss. 446.025 (2) (a) 3. and 446.026 (2) (a) 3. Stats., to submit evidence of satisfactory completion of a course of study approved by the Chiropractic Examining Board. Neither statutes nor administrative rules identify what constitutes a course of study acceptable to the Board. This proposed rule will set forth the Board's requirements for a course a study.

SECTION 1. creates a provision setting forth the categories of a board approved course of study.

SECTION 2. amends the provision regarding x-rays to include chiropractic radiological technicians.

SECTION 3. amends the provision regarding the delegation of x-ray services to chiropractic radiological technicians.

SECTION 4. creates a provision allowing the delegation of adjunctive services to chiropractic technicians.

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

The Consumer-Patient Radiation Health and Safety Act of 1981, 42 USCS 10001, et seq. establishes federal guidelines for standards of accreditation of educational programs for certain occupations that administer radiologic procedures. The standards are in place to protect the public from excessive exposure to radiation by health care professionals who use radiation in the treatment of disease or other medical conditions. The regulations are directed towards radiologic technologists, dental hygienists, nuclear medicine technologists and radiation therapy technologists.

42 USCS §10003 (5) defines, "persons who administer radiologic procedures means any person, other than a practitioner, who intentionally administers radiation to other persons for medical purposes, and includes medical radiologic technologists (including dental hygienists and assistants), radiation therapy technologists, and nuclear medicine technologists." 42 CFR 75.2 defines radiation therapy technologist as, "a person other than a licensed practitioner who utilizes ionizing radiation-generating equipment for therapeutic purposes on human subjects." Although chiropractic radiological technicians are not specifically addressed, they could be captured under the broad definition of radiation therapy technologists. The federal statute and regulations are comparable to the proposed rule in that they both set forth a course of study for persons who administer radiologic procedures.

Comparison with rules in adjacent states:

Illinois: Illinois defines a chiropractic radiographer as, "[A] person other than a licensed practitioner who performs medical radiation procedures and applies x-radiation to the human body for diagnostic evaluation of skeletal anatomy, while under the general

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.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.Leatherwood@wisconsin.gov. **Comments must be received on or before to be included** in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. Chir 4.025 is created to read:

Chir 4.025 Course of study. A person applying for certification as a chiropractic radiological technician or chiropractic technician shall successfully complete a course of study. A course of study shall consist of one of the following:

(1) Chiropractic radiological technicians shall complete 48 hours total in the following topics:

- (a) Introduction to x-ray examination
- (b) Physics of x-ray examination
- (c) Anatomy
- (d) Patient position
- (e) Safety measures
- (d) Machine operation
- (e) Exposure techniques and accessories
- (f) Processing and dark room techniques
- (g) Film critique and quality assurance
- (h) Professionalism
- (i) Recordkeeping
- (k) Emergency procedures summary

(2) Chiropractic technicians:

- (a) Exercise/rehabilitation
- (b) Patient history
- (c) Physical examination (height, weight, and blood pressure)
- (d) Physiologic Therapeutics Overview
- (e) Thermotherapy/cryotherapy
- (f) Mechanical therapy
- (g) Electrotherapy
- (h) Therapeutic ultrasound therapy
- (i) Light therapy

SECTION 2. Chir 4.04 (3) is amended to read:

Chir 4.04 (3) A chiropractor may employ a ~~technician~~ chiropractic radiological technician to operate x-ray equipment only upon submitting proof satisfactory to the board that the ~~technician~~ chiropractic radiological technician has successfully completed a course of ~~instruction~~ study approved by the board. ~~Any technician~~ A chiropractic radiological technician employed may work only under the direct, on-premises supervision and ~~direction~~ of a licensee licensed chiropractor.

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

Leatherwood, Shancethea N - DSPS

From: Jody Bell <jody.bell@palmer.edu>
Sent: Wednesday, February 11, 2015 1:27 PM
To: Leatherwood, Shancethea N - DSPS
Subject: RE: Course content

If I am understanding your request correctly, here at Palmer in the Chiropractic Technologist program myself and another Radiologic Technologist teach the students the following radiology related classes

Rad Tech – Teaches how xrays are produced, how xrays affect radiographic film, how to correct for films that are not of diagnostic quality, radiation protection and biology, and National Radiation standards. This class also has a hands on component to it where the students are required to independently demonstrate eleven radiographic concepts for example: Demonstrate the effects of distance on radiographic density. The student would then take a series of films on phantoms to demonstrate that concept. The students really enjoy the hands on activities in the class. The students are also tested using board formatted questions. After students have taken the ACRRT, they tell us they appreciated having been tested using board formatted questions.

Rad Anatomy – Teaches students radiographic anatomy of the entire body

Spine & Extremity Positioning – Teaches students how to properly position the spine and extremities. They are tested using a written format as well as a practical format.

Rad Quality – Reviews all the radiology materials and preps the students to take boards. We have had a 100% success rate with students passing boards for the last eleven trimesters.

I hope that answers your question if not please call me at 563-884-5288

Thank you
Jody Bell

From: Leatherwood, Shancethea N - DSPS [<mailto:Shancethea.Leatherwood@wisconsin.gov>]
Sent: Wednesday, February 11, 2015 10:49 AM
To: Jody Bell
Subject: Course content

Hello Ms. Bell,

My name is Shawn Leatherwood and I'm contacting you on behalf of the Wisconsin Chiropractic Examining Board. Currently, the Board is drafting a rule regarding course requirements for chiropractic technicians and chiropractic radiological practitioners. The Board is seeking information regarding the courses you offer for chiropractic technicians and chiropractic radiological technicians. Specifically the Board is interested in the topics that are covered during the course, course approval standards, student satisfaction, feedback from the profession, and any additional relevant information. The Board greatly appreciates your cooperation with this matter. If you have any questions please call me (608)261-4438.

Very best regards,
Shawn

**The Chiropractic
& Wellness Group, S.C.**

Charles Blodgett, D.C.
Michael K. Drout, D.C.

February 19, 2015

WI Chiropractic examining Board

RE: Chiropractic technician program

Dear Ms. Leatherwood,

My name is Dr. Michael Drout, I am and Chiropractor in full time practice in West Allis, WI as well as an adjunct faculty member at Herzing University Brookfield campus. I teach courses in the Chiropractic Technician, Medical Assistant and Massage Therapy programs. I understand there are some specific questions you have regarding the Chiropractic Technician program which I will attempt to address.

The topics covered in the Chiropractic Radiographic Positioning are listed in the course syllabus and follow the textbook that was used. I also supplement my first-hand experience to the course from twenty years of private practice. In all the courses I teach I do this, with the goal of real life examples for the students and a focus of developing there problem solving abilities. Course material is in depth for this course as well as the others courses I have been involved with, such as A&P. Students have a deep knowledge base following completion of the course.

Students are also held to rigid academic achievement standards that I believe to be far beyond what is capable or done by some of the weekend courses I have seen. It is my personal goal to have all my students fully prepared to take X-rays on their first day of work and capable of any job duty expected of them. I believe the Herzing program goes beyond what is typical of most institutions regarding this. This accomplished by programs such as Herzing's P.R.I.C.E. and it is evidenced in quality of its graduates. I have had Interns From both Herzing and Moraine Park in my practice as well employees; all have been excellently trained, professional, capable and fully prepared. They require little to no additional training. This has not been my experience with employees trained in a seminar environment. In fact we have not hired an employee that did not have a Chiropractic technician degree for years now for this exact reason. I have received similar feedback from other Chiropractors as well.

Please feel free to contact me with any further questions you may have.

In Health,



Michael K. Drout, DC.



Chiropractic Care Center - Franklin

February 3, 2015,

To whom it may concern,

I am writing in regards to the Chiropractic Technician and Chiropractic Radiographic Technician (CT/CRT) Programs offered in Wisconsin. As a chiropractor of 17 years, I have hired and fired my share of employees. I have hired people that had no experience in the chiropractic field, I have hired people that had administrative experience, I have hired people that only took the few courses that the WCA offers for Chiropractic Technicians, and I have hired people that earned a Chiropractic Technician / Chiropractic Radiographic Technician degree. The ones that I hired with the CT/CRT degree were FAR more capable of taking care of my patients and my office than any of the others.

I am also an instructor at Herzing University teaching for their CT/CRT program. I teach Office Procedures & Insurance Billing and also Radiographic Dynamics. Before the students ever start CT/CRT classes, they are required to take 150 hours of Anatomy and Physiology I & II which gives them a great foundation to start learning the details about becoming a CT/CRT. Herzing University's class schedules and internships are packed full of chiropractic philosophy, proper office procedures, examinations, radiographics, modalities, instructions on patient care and also offer plenty of hands-on learning. Herzing's students have to take 120 hours of class room study on x-ray and are required to have 120 hours of internship time related to x-ray. Students graduate more prepared to step into a chiropractic office and start running the office than any other type of employee I have ever hired. They are capable of running the front desk, doing therapies, taking x-rays, dealing with insurance companies and billing, and assisting the doctor in anything she/he needs. They are turn-key employees.....the best you can find!

If a person were to take classes through the WCA (Wisconsin Chiropractic Association) to become a certified Chiropractic Technician they would only have about 22 hours of class time. The Herzing University curriculum offers over 340 hours of class time and 225 hours of internship/learning hands-on in a real clinical setting.

I believe the students at Herzing University receive a very well-rounded education when taking all the classes offered through the CT/CRT program and are an outstanding asset to Chiropractors in Wisconsin!

Sincerely,

Dr. Lisa Reid

9735 W. St. Martins Road • Franklin, WI 53132 • 414-525-9895 • Fax 414-525-9927

Leatherwood, Shancethea N - DSPS

From: Kristen Finnel <kfinnel@morainepark.edu>
Sent: Tuesday, February 17, 2015 10:42 AM
To: Leatherwood, Shancethea N - DSPS
Subject: FW: Chiropractic Specialist Program Information - ONE MORE SYLLABUS ADDED
Attachments: MoraineParkTechnical_College_Chiropractic_Curriculum.docx; Chiropractic_Conjunctive_Therapy_Syllabus.docx; Chiropractic_Radiography Positioning_Syllabus.docx; Chiropractic_Radiography_Dynamics_Syllabus-MCLEAN.docx; ChiropracticExaminationSyllabus-MCLEAN.docx; ChiropracticFoundationsSyllabus-MCLEAN.docx; ChiropracticPhilosophySyllabus-MCLEAN.docx; Chiropractic_Radiography-Conjunctive Therapy Applications_Syllabus-MCLEAN.docx

Importance: High

Hello Shancethea,

Thank you for your interest in the Chiropractic Specialist Program at Moraine Park Technical College. Our program is celebrating its 19th anniversary this year. Student feedback surveys consistently rank our program in the top 10 at Moraine Park Technical College. Chiropractors tell us every year that they prefer to hire from our program first when looking to add new staff to their offices. Since inception, demand for our graduates exceeds supply. While our graduates work throughout Wisconsin, we also have graduates that work in Minnesota, Alaska, Texas, and Iowa. In the most recent graduate follow-up report, 100 percent of our graduates responded as employed in the chiropractic health field.

I have attached a document that contains our certificate and program overview as well as syllabi associated with the sequence of coursework that lead to Chiropractic Technician Certificates and our Chiropractic Specialist Associate Degree (formerly Chiropractic Technician).

If there is anything else I can send you, please let me know.

Thanks,
Kristen

Kristen Finnel MS-Ed
Dean- Health and Human Services
920-924-3319
kfinnel@morainepark.edu

Chiropractic Conjunctive Therapy

Syllabus

Course Information

This course is required for the associate degree Chiropractic Specialist Program and/or the Chiropractic Therapy Certificate. Skills learned in this course allow students to proceed to the Radiography/Therapy Internship course where students perform x-ray and therapies in a chiropractic health setting. Prerequisites for this course are: Completion of or concurrent enrollment in 523-113 Chiropractic Foundations

Organization	Moraine Park Technical College
Course Number-CRN	523-170
Credits	3
Contact Hours	72
Outside Student Effort	Generally 6-8 hours of additional outside work each week will be expected per class hour. This course is an 8-week blended class which means that we spend 4 hours in class each week in addition to 2 hours of class time online (plus study time in addition to that).
Instructor	Dr. Elizabeth McLean, D.C., CCSP
E-mail Address	emclean@morainepark.edu
Office	Instructor prefers email correspondence. Meet with instructor during class breaks or after class.
Campus	Class meets in S107 on the West Bend Campus
Address	2151 N Main Street
City/State/Zip	West Bend WI
Office Hours	Thursdays 1:00 – 3:00, Fridays 1:00 – 3:00, before or after class, many other times available by appointment.
Office Phone	262-335-5751 – your instructor prefers email.
Number of Weeks	8
Meeting Times/Location	Fridays during the semester from 9:00 am – 1:00 pm Online materials to be completed during the week and prior to class.

Description

Explore therapeutic procedures most common to chiropractic practice including essential theory as well as indications and contraindications for their use. Modalities studied are: electrical muscle stimulation, ultrasound, thermotherapy, cryotherapy, laser therapy, traction and therapeutic exercise relating to stretching, strengthening and proprioception enhancement.

Textbooks



Therapeutic Modalities by Chad Starkey, PhD, ATC
ISBN-13: 978-0803625938 ISBN-10: 0803625936

Course handout available in the MPTC bookstore.

Learner Supplies

Pencils, online computer access outside of class (school, library, personal) to include Microsoft Office, paper, pen.

Core Abilities or Critical Core Manufacturing Skills

- A. Communicate Clearly
- B. Act Responsibly
- C. Work Productively
- D. Think Critically and Creatively
- E. Adapt to Change
- F. Demonstrate Integrity
- G. Work Cooperatively

Competencies

1. Analyze the role of conjunctive therapies in the chiropractic health setting.
2. Apply Cryotherapy/Thermotherapy
3. Apply Interferential Current
4. Apply Microcurrent
5. Apply Russian Current
6. Apply Galvanic Current
7. Apply Ultrasound Therapy
8. Apply Light Therapy
9. Apply Traction Therapy
10. Guide a person/group through Therapeutic Exercise
11. Examine State Laws regarding the delegation of unlicensed assistants in the chiropractic health setting.

Grading Information

The assessments in this class include but are not limited to:

Practical Evaluation I
Practical Evaluation II
Therapeutic Exercise Practical
Written Evaluation I
Written Evaluation II
Topical Discussions
Chapter Question Handouts

See the online course area for the complete assessment listing.

Core Abilities or Critical Core Manufacturing Skills are required to be assessed and to be a part of the grading rationale.

You must demonstrate mastery of all of the competencies in this course in order to successfully complete the course.

REDO Policy:

Students are allowed one evaluation (Practical or Written Evaluation) retake in this course. Quizzes and performance role-playing mimic either the written or practical evaluations involved in this course so there are plenty of opportunities to prepare for the evaluations you are given. If you know you are unprepared for an evaluation in this course, speak to your instructor regarding your situation. The Chiropractic Specialist Program has a one retake per course policy.

Grading Scale

A	93% - 100%
B	85% - 92.99%
C	80% - 84.99%
D	75 - 79.99
F	74.99% and lower

A grade of C or better is required in all Chiropractic Specialist Program course to obtain a Chiropractic Technician Certificate or Degree.

Guidelines for Success

Attend. Prepare. Perform.

Student Responsibilities:

As a student of MPTC, I expect you to adhere to the policies of the college, as outlined by the Student Handbook (please see below). A link to the Student Handbook can be found on *myMPTC*, Student tab, in the Student Resources channel or at <http://www.morainepark.edu/services/student-resources/>

You are responsible for the duties set forth in this class and to communicate any questions, comments or concerns you have to me. Acceptable means of communication include Moraine Park student e-mail, voicemail or through online discussion forums. Use of correct grammar and punctuation is required in all written communications.

Plagiarism, cheating and collusion are prohibited at MPTC. Students who fail to observe these standards are subject to disciplinary action. Please refer to the MPTC Student Handbook for further definitions and consequences of these behaviors.

Attendance:

The Chiropractic Specialist Program requires your attendance. Students are allowed to miss no more than 1 class session in an 8 week course or up to 2 class sessions in a 16 week course due to reasons beyond your control. Missed course material must be made up by the next class session. Seek out a classmate or tutor to guide you through the missed material. Contact your instructor regarding access to the lab to review missed material/practice. Missed examinations and practical evaluations can be rescheduled at instructor discretion. It is far easier to come to class than to miss. Plan on coming to class. Give notice to your instructor prior to the missed class to indicate your absence (email is fine).

Class Participation:

Participation in the online and face-to-face aspects of the class is required. This is an active, hands-on course. Students will be practicing therapies every week while reviewing the specifics of each modality. As this is a blended class, preparation outside of class is a critical component to understanding this material. Come to class prepared.

Student E-Mail:

All students are issued a student e-mail account. **This e-mail account is your official means of communication with the College.** All communications from the College will be sent to your Moraine Park issued student e-mail account; including eCollege communications, notifications for availability of grades, add/drop registration information, faculty communications and more.

You are responsible for monitoring your student e-mail account. For more information on setting up and accessing your Moraine Park student e-mail account, please go to the Moraine Park website:
<http://www.morainepark.edu/admission-and-registration/enroll-in-a-program/open-account/>

Use of Electronic Devices:

Refer to the *Use of Computers* section in the Student Handbook for user responsibilities and inappropriate usage of computing resources. Instructors may have additional criteria related to cell phone usage during classroom and/or laboratory sessions. Students can be held accountable for use of electronic devices through the Core Abilities or Critical Core Manufacturing Skills assessments.

MPTC uses *myPrint* as its print management system. Each student is credited with a \$40 lifetime print allowance. Students are welcome to add additional money to their accounts with a credit card either online using PayPal at <http://myprinting.morainepark.edu> or using the Cash Processing stations at each campus library. More information about *myPrint* can be found on *myMPTC*, Student tab, in the Student Resources channel.

ADA Statement:

The college will make reasonable accommodations for persons with documented disabilities. Moraine Park Technical College abides by Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act.

If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see the Learning Specialist at your respective campus so that such



accommodations may be arranged. You will need to provide documentation of your disability to the Disability Resource Center.

For more information on disability services offered and appropriate contact information at Moraine Park, please go to the Moraine Park website: <http://www.morainepark.edu/services/student-resources/disability-services/services/>

Peer Tutoring:

Moraine Park offers tutorial services to students who are experiencing difficulties in their courses. This service is provided at no charge through a federally funded project to students who are currently enrolled in vocational and/or technical courses. The program recruits students who excel in their subjects and hires them to work as peer tutors. Every effort is made to find a match, however a match is not guaranteed. Tutoring may be individual or group sessions.

For more information on accessing tutoring services at Moraine Park, please go to the Moraine Park website: <http://www.morainepark.edu/services/student-resources/tutoring/>

Instructor Responsibilities:

As your instructor, I commit to communicating openly and frequently with you about this class. I will maintain a professional, safe learning environment adhering to the policies of the college. You can expect a reply to communication, be it via e-mail, through online discussions, voicemail or in person, typically within 1-2 days, excluding weekends and holidays.

Course Timeline Changes:

As your instructor, I retain the right to make changes based on the timeline of the class, feedback from students and/or logistical issues and will inform you as soon as a change is made.

Chiropractic Radiographic Positioning

Syllabus

Course Information

This course is required for the associate degree Chiropractic Specialist Program and/or the Chiropractic Radiographic certificate. Skills learned in this course allow students to proceed to the Radiography/Therapy Internship course where students perform x-ray and therapies in a chiropractic health setting. Prerequisites for this course are: 523-151 Chiropractic Radiographic Dynamics with completion of or concurrent enrollment in 523-113 Chiropractic Foundations)

Organization	Moraine Park Technical College
Course Number-CRN	523-155
Credits	3
Contact Hours	32 Classroom/Lab Hours, 22 online course hours
Outside Student Effort	Generally 2-3 hours of additional outside work each week will be expected per class hour.

Instructor	Dr. Brenda Holland
E-mail Address	bholland@morainepark.edu
Office	Instructor prefers email correspondence. Meet with instructor during class breaks or after class.
Campus	Class meets in S107 on the West Bend Campus
Address	2151 N Main Street
City/State/Zip	West Bend WI
Office Hours	Meet with instructor before or after class.
Office Phone	Email your instructor, Contact Dr. McLean, the program coordinator if you would like to meet with a tutor, have access to the radiography equipment on campus or any other concern: 262-335-5751
Number of Weeks	16
Meeting Times/Location	Fridays during the semester from 1:30 – 3:30 pm, S107, West Bend Campus Online materials to be completed during the week and prior to class.

Description

Builds skill in positioning patients for various X-ray views. Emphasis is placed on spinal skeletal views, with overview of extremity positioning. Students work with actual X-ray equipment to build skills in taking usable X-rays and explore osseous anatomy as related to the radiographic goals of each of the views. (Prerequisites: 523-151 Chiropractic Radiographic Dynamics. Completion of or concurrent enrollment in 523-113 Chiropractic Foundations)

Textbooks

Percoco, Radiographic Positioning (See MPTC Bookstore). **Edition:** Latest

Edition. **ISBN:**

Copyright: Latest

Chiropractic Radiologic Technology Study Guide, Author: ACRRT (American Chiropractic Registry of Radiologic Technologists) from Radiography Dynamics course.

Learner Supplies

Flash Drive or other USB storage device - make sure to store ALL of your coursework for MPTC. Store it on your own flash drive as well as the MPTC student drive you will have assigned to you.

Software Requirements:

- Microsoft Office Suite – required for Chiropractic Specialist Program Courses, official Microsoft student discounts available at MPTC bookstore locations.

Flashcards

- Description: Instructor recommends the use of flashcards to memorize terms and concepts in the course.
- Quantity: 200
- Required: No

Adobe Acrobat

- Description: Adobe Acrobat software is useful in obtaining documents from the Internet. This may be purchased in the college bookstore. Free versions may be available online. There is at least one document in the course activities that require this software. You may use another computer with this software to obtain the information.
- Source: Moraine Park Technical College
- Required: Yes

Online Computer Access 3-4 days per week outside of class (school, library, personal) to include Microsoft Office, paper, pen.

Core Abilities or Critical Core Manufacturing Skills

- A. Communicate Clearly
- B. Act Responsibly
- C. Work Productively
- D. Think Critically and Creatively
- E. Adapt to Change
- F. Demonstrate Integrity
- G. Work Cooperatively

Competencies

1. Demonstrate patient preparation for radiological procedures.
2. Complete full spine sectional views.
3. Complete Davis series.
4. Complete routine sacral and coccyx series and oblique lumbar views.
5. Complete chest and abdominal series views.
6. Complete swimmer's view and rib views.
7. Complete routine upper extremity views.
8. Complete routine lower extremity views.
9. Complete skull and sinus series views.

Grading Information

Grading Rationale

The following are the assessment tasks in this course:

- Weekly Quizzes
- Two written examinations
- Four Practical Examinations

Core Abilities are required to be assessed and to be a part of the grading rationale.

You must demonstrate mastery of all of the competencies in this course in order to successfully complete the course.

REDO Policy:

Students are allowed one evaluation retake in this course. Quizzes and performance role-playing mimic either the written or practical evaluations involved in this course so there are plenty of opportunities to prepare for the evaluations you are given. If you know you are unprepared for an evaluation in this course, speak to your instructor regarding your situation. The Chiropractic Specialist Program has a one retake per course policy.

Grading Scale

A	93% - 100%
B	85% - 92.99%
C	80% - 84.99%
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F	74.99% and lower

A grade of C or better is required in all Chiropractic Specialist Program course to obtain a Chiropractic Technician Certificate or Degree.

Guidelines for Success

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Handbook (please see below). A link to the Student Handbook can be found on *myMPTC*, Student tab, in the Student Resources channel or at <http://www.morainepark.edu/services/student-resources/>

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Attendance:

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Class Participation:

Participation in class is required. This is an active, hands-on course. Students will be practicing radiography positioning every week while reviewing the specifics of each view (patient position, equipment settings, patient consent, anatomy, and much more). As this is a blended class, preparation outside of class is a critical component to understanding this material. Come to class prepared.

Student E-Mail:

All students are issued a student e-mail account. **This e-mail account is your official means of communication with the College.** All communications from the College will be sent to your Moraine Park issued student e-mail account; including eCollege communications, notifications for availability of grades, add/drop registration information, faculty communications and more.

You are responsible for monitoring your student e-mail account. For more information on setting up and accessing your Moraine Park student e-mail account, please go to the Moraine Park website: <http://www.morainepark.edu/admission-and-registration/enroll-in-a-program/open-account/>

Use of Electronic Devices:

Refer to the *Use of Computers* section in the Student Handbook for user responsibilities and inappropriate usage of computing resources. Instructors may have additional criteria related to cell phone usage during classroom and/or laboratory sessions. Students can be held accountable for use of electronic devices through the Core Abilities or Critical Core Manufacturing Skills assessments.

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Resources channel.

Other Policies:

(This section may include program specific policies and/or everything required such as uniform or dress, safety requirements, etc.)

ADA Statement:

The college will make reasonable accommodations for persons with documented disabilities. Moraine Park Technical College abides by Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act.

If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see the Learning Specialist at your respective campus so that such accommodations may be arranged. You will need to provide documentation of your disability to the Disability Resource Center.

For more information on disability services offered and appropriate contact information at Moraine Park, please go to the Moraine Park website: <http://www.morainepark.edu/services/student-resources/disability-services/services/>

Peer Tutoring:

Moraine Park offers tutorial services to students who are experiencing difficulties in their courses. This service is provided at no charge through a federally funded project to students who are currently enrolled in vocational and/or technical courses. The program recruits students who excel in their subjects and hires them to work as peer tutors. Every effort is made to find a match, however a match is not guaranteed. Tutoring may be individual or group sessions.

For more information on accessing tutoring services at Moraine Park, please go to the Moraine Park website: <http://www.morainepark.edu/services/student-resources/tutoring/>

Instructor Responsibilities:

As your instructor, I commit to communicating openly and frequently with you about this class. I will maintain a professional, safe learning environment adhering to the policies of the college. You can expect a reply to communication, be it via e-mail, through online discussions, voicemail or in person, typically within 1-2 days, excluding weekends and holidays.

Course Timeline Changes:

As your instructor, I retain the right to make changes based on the timeline of the class, feedback from students and/or logistical issues and will inform you as soon as a change is made.

Moraine Park Technical College offers three certificate options in addition to the Associate Degree Chiropractic Specialist Program. Certificate options consist of a subset of associate degree program courses which allow students who attend part-time to achieve in stages as they consider a degree program.

CHIROPRACTIC TECHNICIAN: THERAPY CERTIFICATE

Program Number: 97-523-4

School Year: 2014-2015

Certificate

Campus: West Bend

PROGRAM DESCRIPTION

Prepares students for careers as assistants to doctors of chiropractic. Upon completion, student will satisfy current State of Wisconsin Delegation law* in the areas of therapies, preliminary examination and case history.

*State laws are subject to change. State certification required.

APPROXIMATE COSTS

- \$125.85 per credit (resident)
- \$188.80 per credit (out-of-state resident)
- **Online students are not charged out-of-state fees.*

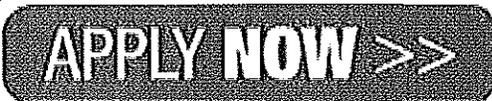
CAREER OPPORTUNITIES

- Chiropractic Therapy Assistant
- Chiropractic Examination Assistant
- Certified Chiropractic Technician

ADMISSION PROCESS

- Submit the college admission application.
- Submit the \$30 one-time fee.
- Meet with Academic Advisor to discuss order of courses and prerequisites (strongly encouraged).
- A Criminal Background Check is required.

Please visit the [Admissions page](#) for general information.



or call 1-800-472-4554

COURSES

Number	Title	Crs
Term 1		
523-110	Introduction to Chiropractic Philosophy	2
523-113	Chiropractic Foundations	3
523-161	Chiropractic Examination	3
523-170	Chiropractic Conjunctive Therapy	3
531-450	BLS for Healthcare Providers	.15

Number	Title	Crs
Total		11.15

CHIROPRACTIC TECHNICIAN: RADIOGRAPHY CERTIFICATE

Program Number: 97-523-3

School Year: 2014-2015

Certificate

Campus: West Bend

PROGRAM DESCRIPTION

Prepares students for careers as radiographic assistants to doctors of chiropractic. Upon completion, student will satisfy current State of Wisconsin Delegation law* in the area of radiography subject to state certification.

*State laws are subject to change.

APPROXIMATE COSTS

- \$125.85 per credit (resident)
- \$188.80 per credit (out-of-state resident)
- **Online students are not charged out-of-state fees.*

CAREER OPPORTUNITIES

- Chiropractic Radiographic Technician

ADMISSION PROCESS

- Submit the college admission application.
- Submit the \$30 one-time fee.
- Meet with Academic Advisor to discuss order of courses and prerequisites (strongly encouraged).
- A Criminal Background Check is required.

Please visit the [Admissions page](#) for general information.



or call 1-800-472-4554

COURSES

Number	Title	Crs
Term 1		
523-110	Introduction to Chiropractic Philosophy	2
523-113	Chiropractic Foundations	3
523-151	Chiropractic Radiographic Dynamics	3
523-155	Chiropractic Radiographic Positioning	3
531-450	BLS for Healthcare Providers	.15
Total		11.15

ACADEMIC PLANNER

- Chiropractic Assistant: Radiography Certificate, 2014-2015
- Chiropractic Assistant: Radiography Certificate, 2013-2014

CHIROPRACTIC ASSISTANT: OFFICE CERTIFICATE

Program Number: 97-523-2

School Year: 2014-2015

Certificate

Campus: West Bend

PROGRAM DESCRIPTION

Prepares students for careers as front office staff for doctors of chiropractic. Skills transfer well to other small clinic settings. Participation in three office internships makes for practical application in authentic settings.

APPROXIMATE COSTS

- \$125.85 per credit (resident)
- \$188.80 per credit (out-of-state resident)
- **Online students are not charged out-of-state fees.*

CAREER OPPORTUNITIES

- Receptionist
- Insurance Billing Specialist
- Chiropractic Office Manager

ADMISSION PROCESS

- Submit the college admission application.
- Submit the \$30 one-time fee.
- Meet with Academic Advisor to discuss order of courses and prerequisites (strongly encouraged).
- A Criminal Background Check is required.

Please visit the [Admissions page](#) for general information.

APPLY NOW >>>

or call 1-800-472-4554

COURSES

Number	Title	Crs
Term 1		
<u>501-101</u>	Medical Terminology	3
<u>523-110</u>	Introduction to Chiropractic Philosophy	2
<u>523-140</u>	Chiropractic Office Procedures	3
<u>523-145</u>	Chiropractic Office Management Applications	2
<u>523-165</u>	Chiropractic Insurance	3

Number	Title	Crs
523-190	Chiropractic Office Procedures Internship	2
Total		15

ACADEMIC PLANNER

- Chiropractic Assistant: Office Certificate, 2014-2015
- Chiropractic Assistant: Office Certificate, 2013-2014

CHIROPRACTIC SPECIALIST ASSOCIATE DEGREE PROGRAM



Program Number: 10-523-1
 School Year: 2014-2015
 Associate of Applied Science Degree
 Campus: West Bend

PROGRAM DESCRIPTION

Moraine Park's Chiropractic Specialist associate of applied science degree is the only program of its kind in the Wisconsin Technical College System. Students develop knowledge and skills in a variety of areas related to chiropractic healthcare, including office management and insurance procedures, patient therapies, nutrition, patient education and taking x-rays. As part of the experience, students rotate through a variety of internship experiences.

Graduates, under the supervision of a chiropractor, perform functions and services that are preparatory or complementary to chiropractic adjustments. Skills learned in the program include patient examination, physiotherapy treatment, chiropractic radiology, patient education and nutrition education, office procedures and management skills.

Additionally, this exciting health care career option is offered at the West Bend campus. Program courses meet typically one day a week and online, giving you the convenience to complete your degree close to home and the ability to continue to work and earn your associate's degree with some flexibility.

Graduates have the option of becoming nationally certified in radiology by the American Chiropractic Registry of Radiologic Technologists.

APPROXIMATE COSTS

- \$125.85 per credit (resident)
- \$188.80 per credit (out-of-state resident)
- **Online students are not charged out-of-state fees.*

PROGRAM OUTCOMES

- Administer office procedures.
- Administer therapeutic modalities.
- Assist in patient education.
- Complete radiographic imaging.
- Explain basic chiropractic philosophy.
- Implement marketing.
- Maintain equipment.
- Manage financial accounts.
- Operate equipment.
- Manage patient care documentation.
- Perform basic examination procedures.

CAREER OPPORTUNITIES

- Chiropractic Technician
- Chiropractic Office Manager
- Chiropractic Radiology Technician

ADVANCEMENT OPPORTUNITIES WITH ADDITIONAL WORK EXPERIENCE OR EDUCATION

- Chiropractor
- Massage Therapist/Medical Office Manager
- Insurance Billing Specialist
- Radiology Technician

ADMISSION PROCESS

- Submit the college admission application.
- Submit the \$30 one-time fee.
- Submit high school and other official college transcripts.
- Take the college assessment test (ACCUPLACER, ACT or other). The ACCUPLACER assessment can be taken at MPTC.
- Meet with Academic Advisor to discuss order of courses and prerequisites (required for this program).
- A Criminal Background Check is required.
- Check with Admissions if any additional steps are required.

Please visit the [Admissions page](#) for general information.



or call 1-800-472-4554

COURSES

Number	Title	Crs
Term 1		
103-159	**Computer Literacy - Microsoft Office	1
501-101	Medical Terminology	3
523-110	Introduction to Chiropractic Philosophy	2
523-113	Chiropractic Foundations	3
523-140	Chiropractic Office Procedures	3
523-151	Chiropractic Radiographic Dynamics	3

Number	Title	Crs
890-101	**College 101	2
Total		17

Term 2		
523-125	Chiropractic Nutrition	2
523-155	Chiropractic Radiographic Positioning	3
523-165	Chiropractic Insurance	3
523-170	Chiropractic Conjunctive Therapy	3
523-190	Chiropractic Office Procedures Internship	2
801-136	English Composition 1	3
Total		16

Term 3		
523-163	Chiropractic Radiographic and Conjunctive Therapy	4
523-171	Chiropractic Patient Education	3
801-196	Oral and Interpersonal Communication	3
- OR -		
801-198	Speech	3
- OR -		
801-141	Introduction to Mass Communications	3
804-107	College Mathematics	3
- OR -		
806-189	Basic Anatomy	3
809-195	Economics	3
- OR -		
809-172	Introduction to Diversity Studies	3
Total		16

Term 4		
523-145	Chiropractic Office Management Applications	2
523-161	Chiropractic Examination	3
523-167	Chiropractic Insurance Internship	2
809-166	Introduction to Ethics: Theory and Application	3
809-196	Introduction to Sociology	3
809-198	Introduction to Psychology	3
- OR -		
809-199	Psychology of Human Relations	3
Total		16

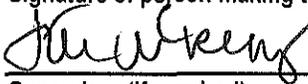
Number	Title	Crs
	Required Elective Credits	3
	Total Program Credits and Institutional Requirements	68

EXIT ASSESSMENT

A paper portfolio exit assessment is a graduation requirement for the program.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Ryan Zeinert Licensing Examination Specialist		2) Date When Request Submitted: 2/20/15 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date:</small> ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: 3/5/15	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? JP Examination - Migration To Online Open Book Format	
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 checked="" 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: A discussion on migrating the Chiropractic JP Exam to online open-book format.			
11) Authorization			
Ryan Zeinert Signature of person making this request		02/20/15 Date	
 Supervisor (if required)		02/20/15 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.			

Chiro JP Examination Content Outline

Chir 2.03 Form of examination – 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.

Wisconsin Statutes Chapter 440

Wisconsin Statutes Chapter 446

(17/65 Items – 26%)

Chapter Chir 1

Chapter Chir 2

Chapter Chir 3

Chapter Chir 4

Chapter Chir 5

Chapter Chir 6

Chapter Chir 7

Chapter Chir 8

Chapter Chir 9

Chapter Chir 10

Chapter Chir 11

(48/65 Items – 74%)

Chiro JP Examination Pass Rates – February 2010 to February 2015

(Cut score is 75%)

2010 – 133/133 (100%)

2011 – 127/127 (100%)

2012 – 84/87 (97%)

2013 – 76/78 (97%)

2014 – 76/77 (99%)

2015 – 19/19 (100%)

Total – 515/521 (99%)

Online State Statute Examinations Currently Administered By DSPS

Accountant
Advance Practice Nurse Prescriber
Appraiser
Auctioneer (CE Test-Out)
Dental Hygienist
Dentist
Funeral Director
Home Inspector
Land Surveyor
Land Surveyor (Barrier Free)
Marriage & Family Therapist
Massage Therapist & Bodyworker
Medical (Physician)
Mixed Martial Arts (Judge, Timekeeper, Referee)
Music/Art/Dance Therapist
Occupational Therapist
Occupational Therapist Assistant
Optometrist
Perfusionist
Physical Therapist
Physical Therapist Assistant
Physician Assistant
Podiatrist
Private Detective
Professional Counselor
Psychologist
Respiratory Care Practitioner
Social Worker (All Types)
Substance Abuse Counselor (All Types)
Veterinarian
Veterinary Technician

In-Person State Statute Examinations Currently Administered By DSPS

Chiropractor
Auctioneer
Hearing Instrument Specialist (as part of practical component)
Designer of Engineering Systems (all notes and code books are allowed)

Chiro JP Examination Administration Process (In-Person)

1. Candidates pay their fee and register for the JP Exam through Credentialing.
2. Credentialing compiles a list of eligible candidates and forwards them to OEE.
3. Two weeks prior to the scheduled examination date, an exam roster is compiled and admission tickets are mailed out to eligible candidates.
4. Candidates are scheduled a date and time to arrive in person for the examination, which is held approximately 6 times per year.
5. Examination rooms are reserved and a proctor is hired to administer the examination.
6. On the day of the examination, all candidates arrive, are checked in and are given 60 minutes to complete the examination.
7. Once all candidates complete the examination, scores are processed and forwarded to credentialing, who informs the candidates of their score within 10 business days. They then update applicant checklists as necessary.

Chiro JP Examination Administration (Online)

1. Candidates pay their fee and register for the JP Exam through Credentialing.
2. Candidates are then given the immediate option to take their JP Exam in an online format. A secure link and a unique username/password are assigned to the candidate and added to their checklist.
3. At their earliest convenience, candidates may log in and take the JP Exam. When they have completed the exam, they are immediately informed of their score, which is then forwarded to Credentialing by OEE.

Benefits

1. Candidates do not have to travel for their examination.
2. Candidates can test immediately, instead of adhering to 6-exam-per-year in-person schedule.
3. No rooms to reserve, no proctors to hire, saving both money and time.
4. Processing time is cut, scores are reported faster and more efficiently.



Boards and Councils | Licenses/Permits/Registrations | Online Services | Plan Review | Complaints & Inspections | Other Services

CHIROPRACTOR - EXAMINATIONS

State Examination Requirements

A. State Jurisprudence (JP) Written Examination

Each applicant is required to pass an exam on state laws; please refer to the chiropractic administrative code, Chir 2.03, at <http://legis.wisconsin.gov/rsb/code/Chir/Chir002.pdf>.

Exam Date	Location	Deadline
11/21/14	DSPS	30 days prior
02/13/15	DSPS	30 days prior
04/10/15	DSPS	30 days prior
06/12/15	DSPS	30 days prior
08/14/15	DSPS	30 days prior
10/09/15	DSPS	30 days prior
12/11/15	DSPS	30 days prior

B. Practical Examination

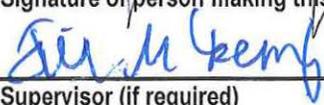
All applicants must complete the National Board of Chiropractic Examiners (NBCE) examinations (Parts I, II, III and IV). For Wisconsin licensure, applicants must pass Parts I and II with a score of 375 or above, Part III with a score of 438 or above, and Part IV with a score of 475 or above. (Physiotherapy not required). For more information about the NBCE examinations, visit www.nbce.org

Testing Accommodations Forms

- #1907 - Disability Modification Request Form for Examinations
- #2349 - Requests for Modification of Examinations for Persons With Disabilities
- #2350 - Professional Verification of Request for Modifications

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Ryan Zeinert Licensing Examination & Education Specialist		2) Date When Request Submitted: 02/24/15 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: 03/05/15	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? CSW Request for Approval of CT Course of Study	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input 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: Determine approval status of attached course of study.			
11) Authorization			
 Signature of person making this request		02-24-15 Date	
 Supervisor (if required)		02-24-15 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.			

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8366
Madison, WI 53703-8366

FAX #: (608) 266-2602
Phone #: (608) 266-2112

1400 E. Washington Avenue
Madison, WI 53703

E-Mail: web@dps.wi.gov
Website: <http://dps.wi.gov>

REQUEST FOR APPROVAL OF A CHIROPRACTIC RADIOLOGICAL TECHNICIAN or CHIROPRACTIC TECHNICIAN PRE-CERTIFICATION COURSE OF STUDY

Completion of this form is required for all providers applying for approval of a Chiropractic Technician or Chiropractic Radiological Technician pre-certification course of study. You must submit a proposal of the course of study with this form which will be used by the Chiropractic Examining Board to determine whether to approve the course of study.

Chiropractic Technician/Chiropractic Radiological Technician pre-certification course of study information:

School/Provider Name: Chiropractic Society of Wisconsin

Street Address: 2 East Mifflin Street, Suite 600

City, State, Zip Code: Madison Wisconsin 53703

School/Provider Administrator: Steve Conway, DC and Elizabeth McLean, D.C., CCSP

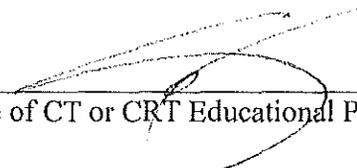
Contact Telephone: 608-609-6383/262-339-1079

Contact Email Address: chirolaw@aol.com

*Please attach the written course of study proposal including course outline, description/rationale, measured outcomes, instructor qualifications, etc.

You will be contacted if additional information is required. If the course of study is approved by the Chiropractic Examining Board, the school/provider is required to inform the department in advance of any changes to the course of study or instructor qualifications to determine if the change will require review for re-approval.

NOTE: You may make no plans for admission of students or release publicity until you have received notice in writing from the department that the chiropractic radiological technician or chiropractic technician course of study has been approved.


Signature of CT or CRT Educational Program Administrator

2/23/15
Date

CSW CT Surface EMG Staff Training

Course Outcome Summary

Sponsored by Chiropractic Society of Wisconsin

Information

Project Type

Seminar

Instructional Level

Chiropractic Technician Certification

Target Population

Chiropractic Staff who are interested in Wisconsin Certification as a Chiropractic Technician in the area of Surface EMG.

Description

Provides instruction in the WI CT certification category of SEMG. Upon completion students will be able to operate a surface EMG device under the supervision of a Chiropractor.

Prerequisites

None

Supplies

1. Please bring pen/pencil and paper for note taking. Required
2. Bring lunch and snacks as at some locations, food venues may be limited.

Competencies and Performance Standards

1. Complete a Surface EMG

Your performance will be successful when:

- You explore the application of Surface EMG in the chiropractic health setting.
 - You identify Wisconsin staff certification to be eligible to perform Surface EMG in the chiropractic health setting.
 - You differentiate between a static and dynamic measure of Surface SEMG.
 - You review the research associated with the use of Surface EMG.
 - You explore the legal recognition of Surface EMG.
 - You examine patient preparation for Surface EMG.
 - You identify scripts to assist in guiding the patient through a Surface EMG procedure.
 - You identify anatomical landmarks associated with Surface EMG.
 - You identify range of motion movements associated with Surface EMG.
 - You explore ergonomics for use and application associated with the performance of SEMG.
 - You identify reproducibility protocols in Surface EMG.
 - You differentiate between static and dynamic range of motion Surface EMG evaluations.
 - You practice the operation of a Surface EMG machine.
 - You produce a Surface EMG procedure.
-

HOURS: 6.0 hours of class time

20 minutes prior to class start: Registration, Sign-in, Proof of ID required.

Hour 1 Introduction to Therapeutic Modalities

- Introduction to the history and practice of Surface EMG in the chiropractic health setting.
- Wisconsin staff certification and the delegation of Surface EMG.
- Background and Technical Aspects of Static Scanning and Dynamic Surface EMG.
- Begin with Demonstration of Measurement: Static and Dynamic Measure.

Hour 2

- Legal implications of Surface EMG
- Chiropractic organization positions on SEMG use.
- Identification of anatomical landmarks
- Technical Aspects of Equipment. How does it work?
- Case Studies and Research Review

10 minute break

Hour 3

- Static Testing Demonstration and Practical Tips.
- Dynamic Testing Demonstration and Practical Tips.
- Review of reproducibility protocols
- Patient Preparation for Surface EMG
- SEMG Performance demonstration

20 minute Break

Hour 4

10 minute Break

- Practice static Surface EMG evaluation.
- Practice dynamic Surface EMG evaluations
- Review scripts to use to guide the patient respectfully through the Surface EMG procedure.
- Quality control in the production of Surface EMG
- SEMG and Advanced Dynamic Evaluations
- Ergonomics for use and application

Hour 5

- Practice the performance of combined static and dynamic procedure
- Demonstration of advanced dynamic range of motion evaluations
- Technical Tips and use of Equipment
- Performance of advanced static / dynamic evaluations
- Practice creating various advanced dynamic and range of motion evaluations

Hour 6

- Examples of Interpretations of Static/Dynamic Studies: Case Studies and Research
- Review of Course Material
- Closing Remarks

20 minute break

Multiple Choice Exam-post class session

**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: 1/22/15 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: 3/5/15	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Review of LRB 1340-1	
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		1/22/15	
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.			



2015 BILL

1 **AN ACT to amend** 446.028 of the statutes; **relating to:** continuing education
2 program sponsors for chiropractors, chiropractic technicians, and chiropractic
3 radiological technicians.

Analysis by the Legislative Reference Bureau

Under current law, a program sponsor for continuing education programs for chiropractors licensed in this state must submit its program to the Chiropractic Examining Board (board) for approval. This bill specifies that a program sponsor for continuing education for certified chiropractic technicians and certified chiropractic radiological technicians must also submit its program to the board for approval.

Current law lists the program sponsors that may offer chiropractic continuing education programs acceptable for license renewal in this state. The bill adds the Chiropractic Society of Wisconsin and the American Chiropractic Association to that list.

For further information see the *state* fiscal estimate, which will be printed as an appendix to this bill.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

4 **SECTION 1.** 446.028 of the statutes is amended to read:

