



---

**CHIROPRACTIC EXAMINING BOARD**  
**Room 121A, 1400 East Washington Avenue, Madison**  
**Contact: Tom Ryan (608) 266-2112**  
**July 2, 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 (1-4)**
- B) Approval of Minutes of March 5, 2015 (5-7)**
- C) 8:30 A.M. – APPEARANCE: Deputy Secretary Jay Risch and Assistant Deputy Secretary Eric Esser (8)**
- D) 8:30 A.M. – APPEARANCE: Introduction and Q & A – Al Rohmeyer, Administrator, Division of Legal Services and Compliance (DLSC) (9)**
- E) Administrative Updates**
  - 1) Department and Staff Updates
- F) Legislative/Administrative Rule Matters**
  - 1) Consider Redrafting Scope Statement for Chir 4 & 10, Relating to Chiropractic Radiological Technicians and Chiropractic Technicians **(10-12)**
  - 2) Adoption Orders for Chir 2, 3 (CR14-068), Relating to Practical Exams for Chiropractors and Chir 13 (CR14-069), Relating to the Duty to Inform Patients of Treatment Options **(13-27)**
- G) Education and Examination Matters**
  - 1) Chiropractic Society of Wisconsin (CSW) Request for Approval of Chiropractic Radiologic Technician (CRT) Course of Study **(28-39)**
- H) Speaking Engagement(s), Travel, or Public Relation Request(s)**
  - 1) Report on FCLB 89<sup>th</sup> Annual Educational Congress – May 6-10, 2015 – New Orleans, Louisiana – Patricia Schumacher **(40)**
  - 2) Consider Attendance of Patricia Schumacher at the Ethics and Boundaries Assessment Services, LLC (EBAS) Agency Orientation Workshop – July 10-11, 2015 – Greeley, CO **(41-42)**

**I) North Carolina Board of Dental Examiners vs. Federal Trade Commission – Review (43-44)**

**J) Future Agenda Items**

**K) 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), and Reports

**L) 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.).**

**M) Credentialing Matter**

- 1) Application Review
  - a) Kayvon Behnam, D.C. **(45-300)**
  - b) Zachary Brocker, D.C. **(301-309)**
  - c) Joshua Cirilli, D.C. **(310-393)**
  - d) Jennifer Levan, D.C. **(394-413)**

**N) Deliberation on Proposed Final Decisions and Orders**

- 1) Karl Naujock, D.C., Respondent (DHA Case SPS-15-0004) (DLSC Case 13 CHI 013) **(414-423)**

**O) Deliberation on Orders Fixing Costs**

- 1) Ty C. Wade, D.C. (ORDER0003374) **(424-435)**

**P) Deliberation on Proposed Stipulations, Final Decisions and Orders**

- 1) 13 CHI 019 – Kenneth A. Howard, D.C. **(436-441)**
- 2) 13 CHI 020 – Chris Boyson, D.C. **(442-447)**
- 3) 13 CHI 025 – David R. Toftness, D.C. **(448-453)**
- 4) 13 CHI 031 – Daniel D. Lyons, D.C. **(454-459)**
- 5) 14 CHI 016 – John T. Aderholdt, D.C. **(460-467)**
- 6) 14 CHI 024 – Stuart W. Leinbach, D.C. **(468-473)**
- 7) 14 CHI 029 – David M. Dow, D.C. **(474-480)**

**Q) Case Closing(s)**

- 1) 13 CHI 027 **(481-483)**
- 2) 13 CHI 029 **(484-486)**
- 3) 13 CHI 031 **(487-490)**
- 4) 13 CHI 032 **(491-493)**
- 5) 14 CHI 006 **(494-497)**
- 6) 14 CHI 014 **(498-503)**
- 7) 14 CHI 018 **(504-506)**
- 8) 14 CHI 028 **(507-509)**

**R) Case Status Report**

**S) 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

T) Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

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

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

W) Ratification of Licenses and Certificates

**ADJOURNMENT**

**CHIROPRACTIC EXAMINING BOARD  
MEETING MINUTES  
March 5, 2015**

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

**STAFF:** Tom Ryan, Executive Director; 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**

**Amendments:**

- Added appearance for the Proposed Decision in the matter of Ty C. Wade

**MOTION:** Jodi Griffith moved, seconded by Jeffrey Mackey, to adopt the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Jodi Griffith moved, seconded by John Church, to approve the minutes of January 15, 2015 as published. Motion carried unanimously.

**ADMINISTRATIVE UPDATES**

**DELEGATION TO MONITORING LIAISON AND DEPARTMENT MONITOR**

**MOTION:** Jodi Griffith moved, seconded by Jeffrey Mackey, to rescind the delegation to monitoring motion from the January 15, 2015 meeting and to adopt the updated 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**

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

**MOTION:** John Church moved, seconded by Kelly Brown, to create a committee consisting of Jodi Griffith and Jeffrey Mackey, with Kelly Brown as an alternate, to develop recommendations for a course of study for Chiropractic Radiological Technicians and Chiropractic Technicians. Motion carried unanimously.

## **EDUCATION AND EXAMINATION MATTERS**

### **JP EXAMINATION – MIGRATION TO ONLINE OPEN BOOK FORMAT**

**MOTION:** Kelly Brown moved, seconded by Jeffrey Mackey, to migrate the state law examination to online open book format. Motion carried unanimously.

### **CSW REQUEST FOR APPROVAL OF CT COURSE OF STUDY**

**MOTION:** Jeffrey Mackey moved, seconded by Kelly Brown, to grant the Request for Course Approval of the Chiropractic Society of Wisconsin for the CT Surface EMG course as presented in today's agenda. Motion carried unanimously.

### **CLOSED SESSION**

**MOTION:** Jeffrey Mackey moved, seconded by Jodi Griffith, 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 10:38 A.M.

### **RECONVENE TO OPEN SESSION**

**MOTION:** Jeffrey Mackey moved, seconded by John Church, to reconvene in Open Session at 11:42 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 Jodi Griffith, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

### **MONITORING**

#### **RICHARD J. RANICKE, D.C. – REQUESTING FULL LICENSURE**

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

#### **WARREN A. WITKOWSKI, D.C. – REQUESTING FULL LICENSURE**

**MOTION:** Jeffrey Mackey moved, seconded by Jodi Griffith, to grant the request of Warren A. Witkowski, D.C. for full licensure. Motion carried.  
*Kelly Brown voted no.*

**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)**

**MOTION:** John Church moved, seconded by Jodi Griffith, to adopt the Proposed Decision and Order in the matter of disciplinary proceedings against Ty C. Wade, Respondent – DHA Case SPS-13-0050 and DLSC case number 13 CHI 002. Motion carried unanimously.

**PRESENTATION AND DELIBERATION ON PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS**

**13 CHI 010  
RAYMOND M. JANUSZ, D.C.**

**MOTION:** Jodi Griffith moved, seconded by John Church, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 CHI 010 – Raymond M. Janusz, 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 **13 CHI 009 (G.A.)**. Motion carried unanimously.

**MOTION:** Jeffrey Mackey moved, seconded by Kelly Brown, to issue an Administrative Warning in the matter of DLSC case number **13 CHI 009 (M.A.)**. Motion carried unanimously.

**CASE CLOSING(S)**

**MOTION:** Jeffrey Mackey moved, seconded by Jodi Griffith, to close DLSC case number 14 CHI 019, against M.C., for **insufficient evidence (IE)**. Motion carried unanimously.

**RATIFICATION OF LICENSES AND CERTIFICATES**

**MOTION:** Jeffrey Mackey moved, seconded by Kelly Brown, 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 11:43 A.M.

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Taylor Thompson, Bureau Assistant on behalf of Tom Ryan, Executive Director		<b>2) Date When Request Submitted:</b>  3/27/15  Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b>  Chiropractic Examining Board			
<b>4) Meeting Date:</b>  5/14/15	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  APPEARANCE - Deputy Secretary Jay Risch and Assistant Deputy Secretary Eric Esser	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	<b>8) Is an appearance before the Board being scheduled?</b>  <input checked="" type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>	
<b>10) Describe the issue and action that should be addressed:</b>			
<b>11) Authorization</b>			
<b>Taylor Thompson</b>		<b>3/27/15</b>	
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	
<b>Directions for including supporting documents:</b> 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.			

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

**AGENDA REQUEST FORM**

1) Name and Title of Person Submitting the Request:  <b>Al Rohmeyer, Administrator, Division of Enforcement</b>		2) Date When Request Submitted:  <b>6/18/2015</b> Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
3) Name of Board, Committee, Council, Sections:  <b>Chiropractic Examining Board</b>			
4) Meeting Date:  <b>7/2/2015</b>	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page?  <b>Introduction and Q &amp; A – Al Rohmeyer, Administrator, Division of Legal Services and Compliance (DLSC)</b>	
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?  Yes, Al Rohmeyer	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:  <b>Al Rohmeyer, Administrator of DLSC, will introduce himself to the Board and respond to questions.</b>			
11) <b>Authorization</b>			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Bureau Director signature (indicates approval to add post agenda deadline item to agenda)		Date	

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

**AGENDA REQUEST FORM**

1) Name and Title of Person Submitting the Request:  Katie Paff Administrative Rules Coordinator		2) Date When Request Submitted:  6/15/2015  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:  7/2/2015	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page?  Consider Redrafting Scope Statement for Chir 4 & 10, Relating to Chiropractic Radiological Technicians and Chiropractic Technicians	
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 ( <a href="#">Fill out Board Appearance Request</a> ) <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:  Consider Redrafting Scope Statement for Chir 4 & 10, Relating to Chiropractic Radiological Technicians and Chiropractic Technicians.			
11) Authorization			
<b>Katie Paff</b>			
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.			

# STATEMENT OF SCOPE

## Chiropractic Examining Board

**Rule No.:** Chir 4 and 10

**Relating to:** Courses of study for and delegation to chiropractic technicians and chiropractic radiological technicians

**Rule Type:** Permanent

### 1. Finding/nature of emergency (Emergency Rule only):

None

### 2. Detailed description of the objective of the proposed rule:

The objectives of the proposed rule are to bring the Chiropractic Examining Board's administrative rules relating to delegation of adjunctive services and x-ray services in line with Wisconsin Statutes and to clarify the Chiropractic Examining Board's intent regarding the statutory term 'course of study' found in sections 446.025 (2) (a) 3. and 446.026 (2) (a) 3. of the Wisconsin Statutes.

### 3. Description of the existing policies relevant to the rule, new policies proposed to be included in the rule, and an analysis of policy alternatives:

Section 446.02 (7) (d) of the Wisconsin Statutes restricts the delegation of adjunctive and x-ray services to chiropractic technologists (technicians) and chiropractic radiological technologists (technicians). Chapter Chir 10 allows for the delegation of these services to unlicensed persons. The proposed rule would amend the Chiropractic Examining Board's administrative rules to align with them with section 446.02 (7) (d), Stats. Additionally, under sections 446.025 (2) (a) 3. and 446.026 (2) (a) 3. of the Wisconsin Statutes chiropractic technicians and chiropractic radiological technicians are required to complete courses of study approved by the Board in order to obtain licensure. The Chiropractic Examining Board's administrative rules are currently silent with regards to the specific requirements used to determine whether a course of study is approved. This undefined term has led to an inconsistent application of the statute. The proposed rule seeks to define the requirements for approved courses of study in administrative code which should result in a more uniform application of the statute.

### 4. Detailed explanation of statutory authority for the rule (including the statutory citation and language):

Section 15.08 (5) (b), Stats., provides that examining boards, such as the Chiropractic Examining Board, "shall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, . . ."

Section 227.11 (2) (a), Stats., discusses the parameters of an agency's rule-making authority, stating an agency, "may promulgate rules interpreting the provisions of the statute, but a rule is not valid if it exceeds the bounds of correct interpretation. . ." This section allows an agency to promulgate administrative rules which interpret the statutes it enforces or administers as long as the proposed rule does not exceed proper interpretation of the statute. Section 227.01 (1), Stats., defines agency as a board. The Chiropractic Examining Board falls within the definition of agency and is therefore allowed to apply s. 227.11 (2) (a), Stats., to statutes it administers.

Rev. 3/6/2012

**5. Estimate of amount of time that state employees will spend developing the rule and of other resources necessary to develop the rule:**

State employees will spend approximately 80 hours developing this proposed rule.

**6. List with description of all entities that may be affected by the proposed rule:**

The proposed rule will affect applicants for chiropractic radiological technician and chiropractic technician certification.

**7. Summary and preliminary comparison with any existing or proposed federal regulation that is intended to address the activities to be regulated by the proposed rule:**

None.

**8. Anticipated economic impact of implementing the rule (note if the rule is likely to have a significant economic impact on small businesses):**

This rule is likely to have minimal to no economic impact on small businesses.

**Contact Person:** Katie Paff, (608) 261-4472, Kathleen.Paff@wisconsin.gov

Approved for publication:

Approved for implementation:

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Date Submitted

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Katie Paff Administrative Rules Coordinator		<b>2) Date When Request Submitted:</b>  6/18/2015  Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b>  Chiropractic Examining Board			
<b>4) Meeting Date:</b>  7/2/2015	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  Adoption Orders for CR14-068 relating to practical exams for chiropractors and CR14-069 relating to the duty to inform patients of treatment options	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>  N/A	
<b>10) Describe the issue and action that should be addressed:</b>  The Board will review and approve the adoption orders for CR14-068 relating to practical exams for chiropractors and CR14-069 relating to the duty to inform patients of treatment options.			
<b>11) Authorization</b>			
<b>Katie Paff</b>		<b>6/18/2015</b>	
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	
<b>Directions for including supporting documents:</b> 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.			

STATE OF WISCONSIN  
CHIROPRACTIC EXAMINING BOARD

---

IN THE MATTER OF RULEMAKING	:	ORDER OF THE
PROCEEDINGS BEFORE THE	:	CHIROPRACTIC EXAMINING
	:	BOARD
CHIROPRACTIC EXAMINING	:	ADOPTING RULES
BOARD	:	CLEARINGHOUSE RULE 14-068

---

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), 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 Section 9138 (9q) of 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 least 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 July 2, 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 report:**

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 Eric.Esser@wisconsin.gov, or by calling (608) 267-2435.

**Fiscal Estimate and Economic Impact Analysis:**

The Fiscal Estimate and Economic Impact Analysis document is 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 Eric.Esser@wisconsin.gov, or by calling (608) 267-2435.

**Agency contact person:**

Katie Paff, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151,

---

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 renumbered Chir 2.03 and 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 July 2, 2013, and who took the practical exam, under s. 446.02 (3) (a), 2011 Stats., 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:

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

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

(3) Successfully completed the exam on Wisconsin laws, pursuant to s. Chir 2.03, 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 by is acceptable 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 under par. (f).

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  
CHIROPRACTIC EXAMINING BOARD

---

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

---

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 addresses 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 standard 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 [Eric.Esser@wisconsin.gov](mailto:Eric.Esser@wisconsin.gov), or by calling (608) 267-2435.

**Fiscal Estimate and Economic Impact Analysis:**

The Fiscal Estimate and Economic Impact Analysis document is 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 Eric.Esser@wisconsin.gov, or by calling (608) 267-2435.

**Agency contact person:**

Katie Paff, 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; telephone (608) 261-4472; email at Kathleen.Paff@wisconsin.gov.

---

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.** The chiropractor's duty to inform patients of alternate modes of treatment does not require disclosure of any of the following:

(1) Detailed technical information that in all probability a patient would not understand.

(2) Risks apparent or known to the patient.

(3) Extremely remote possibilities that might falsely or detrimentally alarm the patient.

(4) Information in emergencies where failure to provide treatment would be more harmful to the patient than treatment.

(5) Information in cases where the patient is incapable of consenting.

(6) 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 s. 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

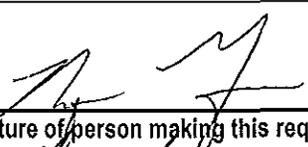
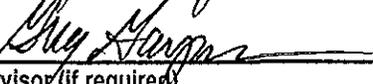
608-261-4438

---

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**

<b>1) Name and Title of Person Submitting the Request:</b>  Ryan Zeinert Licensing Education & Examination Specialist		<b>2) Date When Request Submitted:</b>  06/18/15  Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b>  Chiropractic Examining Board			
<b>4) Meeting Date:</b>  07/02/15	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  CSW Request for Approval of CRT Course of Study.	
<b>7) Place item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>	
<b>10) Describe the issue and action that should be addressed:</b>  The Chiropractic Society of Wisconsin (CSW) is submitting a Course of Study for Chiropractic Radiological Technicians. The CEB is to review the application and determine approval/denial status.			
<b>11) Authorization</b>			
 Signature of person making this request		6-18-15 Date	
 Supervisor (if required)		6-18-15 Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
<b>Directions for including supporting documents:</b> 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@dsps.wi.gov](mailto:web@dsps.wi.gov)  
Website: <http://dsps.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 WI 53703

School/Provider Administrator: Elizabeth McLean, D.C., CCSP

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

Contact Email Address: elizamclean@msn.com / CSW:

chiropracticsocietywi@gmail.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.

Elizabeth M. McLean, D.C.  
Signature of CT or CRT Educational Program Administrator

6/14/2015  
Date

# CSW Chiropractic Radiological Technician Certification Course Outcome Summary

**Instructional Level:** Seminar  
**Class Hours:** 48  
**Practicum Hours:** 10-20+

## Target Population

Employees of chiropractors who wish to become certified as a Chiropractic Radiological Technician in the State of Wisconsin. Successful completion of this course qualifies the student to take the ACRRT Limited Permit Examination.

## Course Description

Introduces the learner to radiological information and skills required of the chiropractic assistant to perform x-rays in the chiropractic health setting. The course includes topics in radiation dynamics, safety, anatomy, and positioning.

## Textbooks

### Chiropractic Radiologic Technology Study Guide

**Author:** American Chiropractic Registry of Radiologic Technologists  
**Publisher:** American Chiropractic Registry of Radiologic Technologists  
**Edition:** Latest edition  
**Source:** ACRRT or Course Provider  
**Required:** Yes

## Learning Objectives and Performance Assessment

### 1. Illustrate How X-Ray Images are Produced

- a. Explain how ionizing radiation is formed in an x-ray tube.
- b. Describe the properties of x-rays.
- c. Identify how x-rays interact with matter.
- d. Describe the production of Bremsstrahlung radiation.
- e. Associate the components of an x-ray machine with their function.
- f. Explain how the focal spot size on the x-ray machine affects the image.
- g. Differentiate between tube current and filament current.
- h. Identify the necessity of filtration.
- i. Describe the types of radiation created in the x-ray machine.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

### 2. Explore Film Processing

- a. Associate the features of a conventional darkroom with their purpose.
- b. Identify the function of each stage of conventional automatic processing with its function.
- c. Describe how x-ray film is processed in conventional x-ray processing systems.
- d. Differentiate between exposure artifacts and handling & storage artifacts.

- e. Describe the components of a cassette with their function.
- f. Identify the components of an intensifying screen.
- g. Identify the steps taken in digital processing
- h. Incorporate film identification in imaging production.
- i. Differentiate between the functions of conventional analog x-ray technology and digital imaging system processing.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

### **3. Illustrate the Anatomy of the Axial Skeleton**

- a. Identify the bones of the axial skeleton.
- b. Describe the location of axial bones using anatomical directional terms.
- c. Associate common axial anatomy nomenclature with their medical terminology root meanings.
- d. Identify regional terms associated with the axial spine.
- e. Identify the features of each bone of the axial skeleton.
- f. Differentiate between normal and abnormal curvatures of the axial skeleton.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

### **4. Illustrate the Anatomy of the Appendicular Skeleton**

- a. Identify the bones of the appendicular skeleton by name.
- b. Describe the location of appendicular bones using anatomical directional terms.
- c. Associate common appendicular anatomy nomenclature with their medical terminology root meanings.
- d. Identify regional terms associated with the appendicular spine.
- e. Identify the features of each bone of the appendicular skeleton.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

### **5. Explore Skeletal Articulations**

- a. Identify bone types
- b. Describe the three classifications of joints according to their structural composition and movability.
- c. Describe the movements associated with each diarthrosis (synovial) joint.
- d. Identify the divisions of the skeletal system.
- e. Associate each axial skeletal view with its corresponding anatomy.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

**6. Demonstrate X-Ray Positioning for the Axial Skeleton**

- a. Identify the Cervical A-P Lower Cervical, A-P Open Mouth, Lateral Cervical, Flexion and Extension, Cervical right and left Oblique Views
- b. Identify the A-P Thoracic and Lateral Thoracic views.
- c. Identify the P-A chest and lateral chest views.
- d. Identify the following lumbar spine views: A-P lumbar view, lateral lumbar view, left and right oblique lumbar views.
- e. Explore the AP lumbosacral spot and lateral lumbosacral spot views.
- f. Demonstrate the positioning required of each full spine sectional view.
- g. Associate each axial skeletal view with its corresponding anatomy.
- h. Associate patient position, central ray location, films size, and SID for each view.
- i. Demonstrate the use of x-ray marker identification with each axial skeletal view.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

**7. Demonstrate x-ray positioning for the appendicular skeleton.**

- a. Identify the pelvis, hip and femur A-P and Lateral views.
- b. Identify the knee, ankle, foot, toes and tibia/fibula views.
- c. Identify the shoulder, scapular and humerus views.
- d. Identify the forearm, wrist, hand and finger views.
- e. Demonstrate the positioning associated with each appendicular view as described in the ACRRT required textbook.
- f. Associate each appendicular view with its corresponding anatomy.
- g. Associate patient position, central ray location, films size, and SID for each view.
- h. Demonstrate the use of x-ray marker identification with each appendicular view.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

**8. Explore the Positioning Associated with Special X-ray Views**

- a. Identify the right the left oblique views and pillar views.
- b. Describe the base vertex (submentovertical) view.
- c. Identify the K.U.B. view.
- d. Explore the swim view for upper thoracic and/or lower cervical anatomy.
- e. Identify lumbar bending views.
- f. Identify the P-A skull, right and left lateral skull views, the sinus Waters, Caldwell and Towns skull views.
- g. Associate each special view with its corresponding anatomy.

- h. Associate patient position, central ray location, films size, and SID for each special view.
- i. Demonstrate the use of x-ray marker identification with each special view.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

## 9. Explore Radiographic Safety Procedures

- a. Describe the biological effects of radiation exposure to human cells and tissues.
- b. Apply the 10-day rule in the screening for possible pregnancy.
- c. Role-play screening patients of reproductive potential for possible pregnancy.
- d. Identify the determinants of biological effects.
- e. Investigate the variations in cell, species and individual sensitivity to radiation exposure.
- f. Differentiate between short-term and long-term effects of radiation exposure.
- g. Identify the carcinogenic and genetic effects of radiation exposure.
- h. Describe strategies to reduce patient radiation exposure.
- i. Examine gonad shielding utilization in radiographic imaging.
- j. Describe strategies to reduce technician radiation exposure.
- k. Explore occupational dose measurements and exposure guidelines.
- l. Describe the concepts of ALARA and AHARA as they relate to radiographic quality and exposure.
- m. Examine dosimetry implementation.
- n. Demonstrate technician protection procedures.
- o. Demonstrate patient protection procedures.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

## 10. Demonstrate factors that contribute to creating an optimal x-ray image.

- a. Differentiate between the photographic properties of density and contrast.
- b. Describe how mA, Time and SID/OFD affect the density of the image on the film.
- c. Describe why kVp is the controlling factor for contrast.
- d. Differentiate between the considerations of quality and quantity of the x-ray beam.
- e. Apply the inverse square law as it relates to radiographic imaging.
- f. Describe how radiographic contrast on a film/image can be influenced by factor selection on the x-ray machine.
- g. Identify how to best accommodate for variations in differing patient part thicknesses.
- h. Differentiate between factors that affect the geometric properties of x-ray.
- i. Differentiate between primary and secondary radiation.
- j. Examine the utilization of collimation in the strategy to make an optimal x-ray image.
- k. Explore the use of grids in the bucky of a conventional x-ray machine.
- l. Examine the impact of subject motion on the x-ray image.
- m. Identify factors to eliminate penumbra.
- n. Explore strategies to diminish distortion.
- o. Explore the anode heel effect among the factors that affect contrast.
- p. Identify factor technique that affects patient protection.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

**11. Explore Issues Related to X-ray Quality Assurance and Control**

- a. Define Quality Assurance as it is applied to an x-ray facility.
- b. Explore x-ray facility maintenance scheduling strategies to create optimal quality assurance.
- c. Define Quality Control as it is applied to an x-ray facility.
- d. Identify characteristics of the darkroom that affect quality control.
- e. Identify the determination of base-plus fog levels on a film.
- f. Describe Wisconsin regulations regarding x-ray facility maintenance.
- g. Identify the considerations associated taking x-rays while pregnant to avoid occupational exposure.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

**12. Explore State and Federal regulations regarding diagnostic radiographs.**

- a. Describe the establishment of the American Chiropractic Registry of Radiologic Technologist.
- b. Identify the radiographic equipment for an adequately equipped facility as determined by the ACRRT.
- c. Identify the storage requirement for radiographic images.
- d. Describe the role of the designated Radiographic Safety Officer as required by the State of WI
- e. Identify the information that is to be posted at the radiographic facility for staff to view.
- f. Identify the information that is to be posted at the radiographic facility for patients to view.
- g. Explore the National Council on Radiation Protection and Measurements (NCRP) recommendations for Occupational Exposure.
- h. Identify the procedure for radiographic staff who are pregnant.
- i. Explore guidelines for the release of x-rays.

Conditions for Assessment – Competency will be demonstrated:

- In successful participation in the course activities.
- In a completed practicum experience at the office of employment

**13. Perform at least 10 hours of Radiologic Practicum in a Chiropractic Health Setting.**

- a. Complete radiographic film processing (if applicable).
- b. Participate in the maintenance of radiographic equipment.
- c. Set radiographic control panel factors according to the parameters set by the supervisor.
- d. Identify radiographic equipment components by name and function.
- e. Review anatomy visualized on radiographic film.
- f. Assist in radiographic patient positioning and entering factor selection under the supervision of the chiropractor or CRT taking the x-rays.
- g. Create a chronological summary of a typical radiographic procedure from start to finish.
- h. Store or save x-rays according to the procedures at your practicum site.

Conditions for Assessment – Competency will be demonstrated:

- In practicum experience at the office of employment

Chiropractic Society of Wisconsin  
Chiropractic Radiological Technician  
Course Practicum Guide

**Student Name:** \_\_\_\_\_ **Site Name:** \_\_\_\_\_

To successfully prepare for the ACRRRT Examination, it is important that the student get acquainted with the x-ray facility and procedures at your clinic. To the extent that this has already been happening at work, the student may be given credit for past radiography related work experience and duties (developing for instance). Please allow your staff to practice outside of work hours if this is reasonable at your office. We require at least 10 hours (more is recommended) of preparation between the first and third course meeting sessions. These items can include observation as well as actual performance (must be certified in WI as a CRT prior to actually take x-rays - this is preparatory only).

<u>Radiography Related Tasks (not to be limited to):</u> (approx.)	<u>Hours</u>
Filing, storage, handling (releasing, receiving, mailing, checking out)	_____
Patient Preparation (gowning, measuring, shielding, artifact removal, pregnancy check, etc)	_____
Scheduling, Creating ID Cards/software setup	_____
Processing Films, dark room set-up and operation, light leak security	_____
Cleaning the processor, examination of processor operation	_____
Sensitometry/Densitometry	_____
Review of film quality (contrast, density, artifacts, etc)	_____
Patient positioning, stabilizing, breathing instructions, etc.	_____
Control Panel Settings, review of technique chart, changing technique	_____
Technician and Patient protection procedures	_____
Matching film size with cassettes for different views	_____
Tube distance for each view, use of markers.	_____
Other Tasks:	_____
	Total Hours: _____

Signed (Student) \_\_\_\_\_ Date \_\_\_\_\_

Signed (Doctor) \_\_\_\_\_ Date \_\_\_\_\_

## CSW Chiropractic Radiological Technician Certification Hour by Hour Course Guide

<b>Hour</b>	<b>Topic</b>
<b>1</b>	Introductions, course overview and schedule. History of X-rays, Basic Principles of X-ray Interactions of X-rays with matter
<b>2</b>	X-ray tube – components and function Control panel – controlling factors for the production of x-ray
<b>3</b>	Properties of X-ray X-ray Machine electronics – filament circuit, transformers, rectifier, three-phase generator vs. high frequency generator
<b>4</b>	Focal spot characteristics, Filtration, Types of Radiation
<b>5</b>	Units and Quantities associated with clinical x-ray
<b>6</b>	Anatomical terms for location, classifications of joints, Anatomy of bone tissue
<b>7</b>	Axial Skeleton anatomy: Vertebral Anatomy – spinal anatomy
<b>8</b>	Skull/, thoracic cage, Example of cervical spine views: AP, Lateral, APOM
<b>9</b>	Appendicular Skeleton – names of bones

<b>10</b>	Film Development-automatic processing systems
<b>11</b>	Film handling – artifacts, Darkroom
<b>12</b>	Cassettes and screens, film identification
<b>13</b>	Upper extremity anatomy: scapula, humerus
<b>14</b>	Radius, Ulna, bones of the wrist and hand.
<b>15</b>	Pelvic anatomy, femur, example of lumbar views (AP, Lateral)
<b>16</b>	Complete knee, leg, ankle, foot anatomy
<b>17</b>	Introduction to Patient positioning: cervical views
<b>18</b>	Patient Positioning: Thoracic and lumbar views

<b>19</b>	Oblique spinal views, pillar, submentovertical,
<b>20</b>	X-Ray Exposure Factors: Density, Contrast, Detail, Sharpness, Distortion
<b>21</b>	Controlling factors for film density
<b>22</b>	Controlling factors for contrast
<b>23</b>	Geometric Properties of film, OFD; Distortion – TFD/SID, motion, focal spot,

	tube angle,
<b>24</b>	Technique Charts, Patient Protection
<b>25</b>	Biological effects of ionizing radiation exposure
<b>26</b>	Patient Protection – screening for possible pregnancy, Reducing all patient radiation exposure, Occupational exposure
<b>27</b>	Spinal views and anatomy: cervical, thoracic, lumbar, pelvic

<b>28</b>	Spinal views and anatomy: cervical thoracic, lumbar pelvic
<b>29</b>	Skull and sinus anatomy and views
<b>30</b>	Upper extremity views and anatomy – shoulder, elbow
<b>31</b>	Upper extremity views and anatomy - Forearm, wrist, hand, finger
<b>32</b>	Lower extremity views and anatomy – Hip, femur, knee
<b>33</b>	Lower extremity views and anatomy – leg, ankle, foot
<b>34</b>	Chest Views and anatomy
<b>35</b>	Rib Views, Teleoroentgenograms
<b>36</b>	Urgent Care Situations: bleeding, shock, stroke, vital signs, heart attack

<b>37</b>	Radiographic Quality: density, contrast, definition, distortion
<b>38</b>	Secondary radiation, reducing scatter, properties of x-radiation, x-ray production
<b>39</b>	Radiation Protection – reducing exposure, screening for pregnancy, 10 day rule, occupational protection
<b>40</b>	Positioning and anatomy: pelvis, hip, lower extremity
<b>41</b>	Positioning and anatomy: shoulder and upper extremity
<b>42</b>	Positioning and anatomy: Skull and Sinus
<b>43</b>	Positioning and anatomy: chest views
<b>44</b>	Positioning and anatomy: spinal views

<b>45</b>	Automatic vs. digital processing, densitometry, sensitometry
-----------	--

46	Radiation Protection Overview – Patient Protection, ten day rule, screening for possible pregnancy, reducing exposures, technician protection, shielding, occupational dose, monitoring, Radiation interaction with matter, biology of reproduction.
47	Control of secondary and scattered radiation, collimation, grids, filtration, other factors.
48	Review of factors affecting radiographic quality: density, contrast, definition, distortion (magnification, shape).
49	<b>ACRRT Limited Permit Examination – 2 Hours</b>
50	

## Practicum Curriculum Guide

Course participants are to familiarize themselves with the x-ray procedures and equipment that are present at their workplace. Learning how to take x-rays cannot be fully taught in a classroom without x-ray equipment. This course curriculum includes a guide to assist the student in ensuring that maximum learning is achieved in preparation for the ACRRT exam.

**Zeinert, Ryan - DSPS**

---

**From:** Eliza McLean [REDACTED]  
**Sent:** Sunday, June 14, 2015, 10:57 AM  
**To:** Zeinert, Ryan - [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** CRT Course Submission for WI Chiropractic Examining Board Approval  
**Attachments:** ChiroSocietyWI\_CRT\_Certification\_Course\_Curriculum.docx; CRT Hour by Hour CSW Certification Course1 (1).docx; WI\_CRT\_Provider\_Form.pdf

Dear Ryan Zeinert and Tom Ryan,

The Chiropractic Society of Wisconsin requests Wisconsin Chiropractic Examining Board approval of the attached CRT certification course. Upon successful completion of this course, students will qualify to take the ACRRT exam to complete their certification requirements.

We request the review to occur no later than the July 2, 2015 scheduled meeting.

Thank you,

Elizabeth McLean, D.C., CCSP  
Staff Course Administrator/Coordinator  
[REDACTED]

Chiropractic Society of WI  
2 East Mifflin Street, Suite 600  
Madison WI 53703  
Phone: 608-609-6383  
Fax: 608-252-9243

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Kimberly Wood, Program Assistant Supervisor-Adv.		<b>2) Date When Request Submitted:</b>  5/1/2015 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b>  Chiropractic Examining Board			
<b>4) Meeting Date:</b>  5/14/15	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  Report on FCLB 89 <sup>th</sup> Annual Educational Congress - May 6-10, 2015 - New Orleans, Louisiana - Dr. Patricia Scuhmacher	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>	
<b>10) Describe the issue and action that should be addressed:</b>  Dr. Patti should report to the Board on her experience at the aforementioned conference.			
<b>11) Authorization</b>			
<b>Kimberly Wood</b>		<b>5/1/2015</b>	
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			
<b>Directions for including supporting documents:</b> 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.			

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

**AGENDA REQUEST FORM**

1) Name and Title of Person Submitting the Request:  <b>Patti Schumacher</b>		2) Date When Request Submitted:  <b>6/4/2014</b>	
		Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
3) Name of Board, Committee, Council, Sections:  <b>Chiropractic Examining Board</b>			
4) Meeting Date:  <b>7/2/2015</b>	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page?  <b>Board Travel – Patti Schumacher Invitation to Ethics and Boundaries Assessment Services, LLC (EBAS) Agency Orientation Workshop – July 10-11, 2015 – Greeley, CO</b>	
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?  No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:  <p>Dr Schumacher received approval to attend this event from Dr. Church, the alternate travel liaison. The Board may consider affirming her attendance by motion. Here is the invitation letter.</p> <p>Dr. Schumacher:</p> <p>This is your official invitation for the upcoming EBAS Agency Orientation Workshop to be held on July 10-11 with travel days on the 9<sup>th</sup> and the 12<sup>th</sup> at the EBAS headquarters in Greeley, CO. EBAS is offering this “immersion” experiential weekend to enhance the attendees understanding of the applicability of this examination in their board’s settlement agreements and how and why utilization of the E&amp;B Essay Examination supports the regulatory agencies’ mission of “public protection”. EBAS covers all attendee costs for the weekend including lowest coach airfare, food, and lodging.</p> <p>The workshop is interactive in nature and focuses on all components of the essay examination to include:</p> <ul style="list-style-type: none"> <li>• <input type="checkbox"/> Overview and history of the E&amp;B Essay Examination</li> <li>• <input type="checkbox"/> Introduction to the grading process with a focus on essay grading guidelines</li> <li>• <input type="checkbox"/> Interactive grader calibration training</li> <li>• <input type="checkbox"/> Writing/editing of essay scenarios and their content prompts</li> <li>• <input type="checkbox"/> Review of sanctioning and consent order guidelines as well as specifics of the agency application process.</li> </ul> <p>If you would like to see a sample of the computerized essay exam, please go to <a href="http://www.ebas.org">www.ebas.org</a>. Click the menu “Prepare for E&amp;B” and then click the tab for the “Essay Writing Exercise” where you can view a practice scenario complete with the examinee’s instructions and a practice module. While on the website, also review</p>			

the menu "Agency Information" for further details. Taking the time to preview the EBAS website will help to prepare you for the workshop activities.

**DUTIES AND RESPONSIBILITIES:**

1. By choosing to attend this upcoming Agency Orientation Workshop, you are also agreeing to participate in a grading exercise. Directions for this will be emailed to you in late May and will include materials to familiarize you with the grading format.
2. Please be advised that EBAS would appreciate you bringing your laptop/tablet/iPad to the Workshop. If this will not be possible, please contact Dr. Gerstung at [jgerstung@ebas.org](mailto:jgerstung@ebas.org)
3. Please email the most current copy of your CV or Resume to Dr. Judi Gerstung at: [jgerstung@ebas.org](mailto:jgerstung@ebas.org)
4. Professional business attire is appreciated for all committee meetings; no jeans, please.

Again, EBAS will arrange and pay for local hotel accommodations, lowest coach airfare, ground transportation to and from the Denver International Airport, as well as meals on Friday and Saturday. Attached please find the *Travel Form* along with the *Travel Guidelines* for detailed travel information. Please complete the *Travel Form* **ASAP** and email this form to [jschiffer@ebas.org](mailto:jschiffer@ebas.org) as soon as possible so we may proceed with your travel arrangements.

On behalf of the EBAS Board of Directors, our entire professional staff, and myself, we thank you for your willingness to serve the regulatory/licensing profession by attending this important Agency Orientation Workshop. We look forward to seeing you at the workshop on July 10th.

Sincerely,

Judi Schiffer  
on behalf of:

11)	Authorization
Signature of person making this request	Date
Supervisor (if required)	Date
Bureau Director signature (indicates approval to add post agenda deadline item to agenda)	Date

**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:  3/30/15 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:  05/14/15	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page?  Supreme Court Decision Involving NC Dentistry Board	
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 ( <a href="#">Fill out Board Appearance Request</a> ) <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			
<b>Taylor Thompson</b>		<b>3/30/15</b>	
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.			

1. The Department is aware that on February 25, 2015, the U.S. Supreme Court issued a decision in [North Carolina State Board of Dental Examiners v. Federal Trade Commission](#).
2. The Department, while continuing to analyze this decision, has developed preliminary opinions and guidance to regulatory boards.
  - a. This decision should not affect regulatory boards who are acting within their regulatory authority. For example, when a regulatory board disciplines a credential holder for unprofessional conduct, such board action is within the acceptable parameters of the board's authority and should not trigger anti-trust issues.
  - b. The investigation and discipline of unlicensed practice should be left to the Department. This has been the Department's long-standing position and should not trigger anti-trust issues.
  - c. The Department is, and has been, aware of potential anti-trust issues concerning regulatory boards. As such, this decision is not a surprise.
  - d. The Department has consistently advised regulatory boards to act within their powers set out in the statutes. This advice remains the same following this decision.
  - e. The Department will continue to analyze the decision and to monitor discussions about the decision especially in areas with potential anti-trust implications such as unlicensed practice, scope of practice and advertising. The Department will update the boards on any important developments.