



**HYBRID (IN-PERSON/VIRTUAL)
CHIROPRACTIC EXAMINING BOARD
Room N208, 4822 Madison Yards Way, 2nd Floor, Madison
Contact: Will Johnson (608) 266-2112
July 17, 2025**

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 description of the actions of the Board.

AGENDA

9:30 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of April 17, 2025 (4-5)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Administrative Matters – Discussion and Consideration**
 - 1. Department, Staff, and Board Updates
 - 2. Board Members – Term Expiration Dates
 - a. Bradley, Barbara C. – 7/1/2027
 - b. Damrow, James M. – 7/1/2027
 - c. Erlandson, Kris N. – 7/1/2029
 - d. Heffernan, Amy L. – 7/1/2029
 - e. Hendrickson, Kathleen A. – 7/1/2028
 - f. Meschefske, Daniel – 7/1/2029
- F. Legislation and Policy Matters – Discussion and Consideration
- G. Administrative Rule Matters – Discussion and Consideration (6-21)**
 - 1. Preliminary Rule Draft: Chir 5, relating to continuing education (7-20)
 - 2. Pending and Possible Rulemaking Projects (21)
- H. Speaking Engagements, Travel, or Public Relation Requests, and Reports – Discussion and Consideration (22-45)**
 - 1. Travel Report: FCLB 98th Annual Educational Conference – April 30-May 4, 2025 – St. Louis, MO (Damrow)

I. Chiropractic Technician Certification – Discussion and Consideration (46)

J. Education and Examination Matters – Discussion and Consideration

K. Discussion and Consideration of Items Added After Preparation of Agenda

1. Introductions, Announcements and Recognition
2. Administrative Matters
3. Election of Officers
4. Appointment of Liaisons and Alternates
5. Delegation of Authorities
6. Education and Examination Matters
7. Credentialing Matters
8. Practice Matters
9. Legislative and Policy Matters
10. Administrative Rule Matters
11. Public Health Emergencies
12. Preceptor Approvals
13. Liaison Reports
14. Board Liaison Training and Appointment of Mentors
15. Informational Items
16. Division of Legal Services and Compliance (DLSC) Matters
17. Presentations of Petitions for Summary Suspension
18. Petitions for Designation of Hearing Examiner
19. Presentation of Stipulations, Final Decisions and Orders
20. Presentation of Proposed Final Decisions and Orders
21. Presentation of Interim Orders
22. Petitions for Re-Hearing
23. Petitions for Assessments
24. Petitions to Vacate Orders
25. Requests for Disciplinary Proceeding Presentations
26. Motions
27. Petitions
28. Appearances from Requests Received or Renewed
29. Speaking Engagements, Travel, or Public Relation Requests, and Reports

L. Public Comments

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

M. Deliberation of Items Added After Preparation of the Agenda

1. Education and Examination Matters
2. Credentialing Matters
3. DLSC Matters
4. Monitoring Matters

5. Professional Assistance Procedure (PAP) Matters
6. Petitions for Summary Suspensions
7. Petitions for Designation of Hearing Examiner
8. Proposed Stipulations, Final Decisions and Orders
9. Proposed Interim Orders
10. Administrative Warnings
11. Review of Administrative Warnings
12. Proposed Final Decisions and Orders
13. Matters Relating to Costs/Orders Fixing Costs
14. Case Closings
15. Board Liaison Training
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

N. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

- O. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate
- P. Open Session Items Noticed Above Not Completed in the Initial Open Session
- Q. Delegation of Ratification of Examination Results and Ratification of Licenses and Certificates

ADJOURNMENT

NEXT MEETING: OCTOBER 23, 2025

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at <https://dps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that the meeting at which final action may be taken against the credential be held in open session. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE
CHIROPRACTIC EXAMINING BOARD
MEETING MINUTES
APRIL 17, 2025**

PRESENT: Barbara Bradley, James Damrow, Kris Erlandson, Amy Heffernan, Kathleen Hendrickson, Daniel Meschefske

STAFF: Will Johnson, Executive Director; Jameson Whitney, Legal Counsel; Sofia Anderson, Administrative Rules Coordinator; Tracy Drinkwater, Board Administration Specialist; and other Department Staff

CALL TO ORDER

Amy Heffernan, Chairperson, called the meeting to order at 9:31 a.m. A quorum was confirmed with six (6) members present.

ADOPTION OF AGENDA

MOTION: Kris Erlandson moved, seconded by James Damrow, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF JANUARY 30, 2025

MOTION: Daniel Meschefske moved, seconded by Barbara Bradley, to approve the Minutes of January 30, 2025, as published. Motion carried unanimously.

CLOSED SESSION

MOTION: James Damrow moved, seconded by Barbara Bradley, 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), 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.). Amy Heffernan, Chairperson, read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Barbara Bradley-yes; James Damrow-yes; Kris Erlandson-yes; Amy Heffernan-yes; Kathleen Hendrickson-yes; and Daniel Meschefske-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:55 a.m.

CREDENTIALING MATTERS

License Renewal Reviews

D.C.G. – Continuing Education Waiver Request (IA# 500736)

MOTION: Kris Erlandson moved, seconded by Daniel Meschefske, to deny the Continuing Education Waiver Request of D.C.G., but to grant a postponement of the continuing education requirement until December 15, 2025, for reasons of hardship. **Reason for Denial:** Chiro 5.01 (1) (c). Motion carried unanimously.

DLSC MATTERS

Administrative Warnings

24 CHI 0017 – M.D.M.

MOTION: James Damrow moved, seconded by Kathleen Hendrickson, to issue an Administrative Warning in the matter of M.D.M., DLSC Case Number 24 CHI 0017. Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Kris Erlandson moved, seconded by Barbara Bradley, to reconvene into Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 11:11 a.m.

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

MOTION: Barbara Bradley moved, seconded by Daniel Meschefske, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the Closed Session motions stand for the purposes of the affirmation vote.)

DELEGATION OF RATIFICATION OF EXAMINATION RESULTS AND RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Kris Erlandson moved, seconded by Kathleen Hendrickson, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

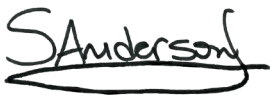
ADJOURNMENT

MOTION: James Damrow moved, seconded by Daniel Meschefske, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:15 a.m.

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

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Sofia Anderson – Administrative Rules Coordinator		2) Date when request submitted: 07/07/2025 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Chiropractic Examining Board			
4) Meeting Date: July 17, 2025	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rules Matters – Discussion and consideration 1. Preliminary Rule Draft: Chir 5, relating to continuing education. 2. Pending and possible rulemaking projects.	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <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: Attachments: 1. Chapter Chir 5 redlined. 2. Preliminary rule draft: Chir 5, relating to continuing education. 3. Chiropractic Rules Projects Chart.			
11) Authorization <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  </div> <div style="text-align: right;"> 07/07/2025 </div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> Signature of person making this request Date </div> <hr/> <div style="display: flex; justify-content: space-between;"> Supervisor (if required) Date </div> <hr/> <div style="display: flex; justify-content: space-between;"> Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date </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.			

Chapter Chir 5

CONTINUING EDUCATION

[Chir 5.01](#) Continuing education requirements for credential renewal.

[Chir 5.02](#) Approval of continuing education programs.

[Chir 5.04](#) Application for approval of a continuing education program.

[Chir 5.05](#) Application for expedited approval of a continuing education program.

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

Chir 5.01 Continuing education requirements for credential renewal.

(1)

(a) Every chiropractor shall complete at least 40 continuing education credit hours in approved continuing education programs during each 2-year license registration period ending on December 15 of each even-numbered year, except as specified in s. [Chir 3.02 \(1\)\(c\)](#). Completion of course work and teaching or presenting courses or programs may be counted toward the requirement under this paragraph as provided under pars. (d), (f), and (h).

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

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

(d) Course work completed in pursuit of the educational requirements of ch. [Chir 12](#) may be counted on an hour-for-hour basis as continuing education credit hours.

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

(f) Up to 2 credits of course work completed to become proficient in cardiopulmonary resuscitation certification as required in s. [Chir 3.09](#) and the use of an automated external defibrillator as required in ss. [Chir 2.02 \(6\)\(c\)](#), [3.02 \(1\)\(e\)](#), and [3.03 \(1\)\(i\)](#), may be counted as 2 continuing education credit hours.

(g) No more than 8 of the 40 continuing education credit hours required under par. (a) may be acquired through participation in online continuing education programs approved under s. [Chir 5.02](#). Up to 4 of these online continuing education credit hours may be acquired through asynchronous programs, except that the ethics and boundaries course shall be completed using only synchronous instruction.

(h) Continuing education credit hours may be counted for teaching or presenting a course or program whose subject matter contributes to the advancement, extension, and enhancement of the clinical skills of a chiropractor and fosters the enhancement of general or specialized practice. One hour of continuing education credit may be claimed for every 50 minutes of instruction or presentation, except continuing education credit hours may not be counted for subsequent presentations of the same course or program.

(i) The requirements in this paragraph first apply to the renewal period beginning December 16, 2024. Of the 40 continuing education hours required in par. (a), 2 hours shall be on the topic of professional boundaries and ethics approved under s. [Chir 5.02](#). Professional boundaries and ethics courses may include any of the following subjects:

1. Sexual misconduct, as defined in s. [Chir 6.02 \(7\)](#).
2. Ethics in billing or business management practices.
3. Risk management.
4. Professional boundaries in clinical practice settings.
5. Any other topic that the board or the board's designee approves as being related to the subject of professional boundaries and ethics.

(1g)

(a) Every chiropractic radiological technician shall complete at least 12 continuing education credit hours in approved continuing education programs during each 2-year certificate registration period ending on December 15 of each even-numbered year. A chiropractic radiological technician who receives an initial certificate during a licensing biennium is not required to satisfy the continuing education requirement from the date of that certificate to the end of that licensing biennium.

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

(c) No more than 2 of the 12 continuing education credit hours required under par. (a) may be acquired through participation in online continuing education programs approved under s. [Chir 5.02](#).

(1r)

(a) Every chiropractic technician shall complete at least 6 continuing education credit hours in approved continuing education programs during each 2-year certificate registration period ending on December 15 of each even-numbered year. A chiropractic technician who receives an initial certificate during a licensing biennium is not required to satisfy the continuing education requirement from the date of that certificate to the end of that licensing biennium.

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

(c) No more than 2 of the 6 continuing education credit hours required under par. (a) may be acquired through participation in online continuing education programs approved under s. [Chir 5.02](#).

(d) Up to one credit of course work completed to become proficient in cardiopulmonary resuscitation certification and the use of an automated external defibrillator may be counted as one continuing education credit hour.

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

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

(b) If the chiropractor, chiropractic radiological technician, or chiropractic technician has failed to meet the credential renewal requirement during the period, continuing education hours acquired on or after December 15 of any even-numbered year will apply to the preceding period only if the chiropractor, chiropractic radiological technician, or chiropractic technician has failed to meet the credential renewal requirement during that period, and will not apply to any other period or purpose.

(3) To obtain credit for completion of continuing education programs, a chiropractor, chiropractic radiological technician, or chiropractic technician shall certify on the application for credential renewal that all continuing education credits have been completed as required under this section.

(4) A chiropractor, chiropractic radiological technician, or chiropractic technician shall retain a certificate or other evidence of attendance issued by the program sponsor for a minimum of 4 years from the date of completion of a continuing education program.

(5) The board may require any chiropractor, chiropractic radiological technician, or chiropractic technician who is under investigation by the board for alleged misconduct to submit evidence of compliance with the continuing education requirements under this section.

Chir 5.02 Approval of continuing education programs.

(1) The board may approve a continuing education program that meets all of the following requirements:

(a) The program is sponsored by one of the following:

1. The Wisconsin Chiropractic Association.
2. The International Chiropractors Association.
3. A college of chiropractic with accreditation that is in good standing from the Council on Chiropractic Education or another accrediting agency whose recognition by the United States department of education is current.
4. A college of medicine or osteopathy with accreditation that is in good standing from an accrediting agency whose recognition by the United States department of education is current.

5. A member-based state or national chiropractic organization that satisfies all of the following:

- a. The organization is an entity that is described in section 501 (c) of the Internal Revenue Code and that is exempt from federal income tax under section 501 (a) of the Internal Revenue Code and has existed as an entity that is described in section 501 (c) of the Internal Revenue Code for at least 5 years.
- b. The purpose of the organization is not solely providing continuing education programs.
- c. The organization engages in measurable advocacy efforts to promote the chiropractic profession.

(b) For a continuing education program required under s. [Chir 5.01 \(1\) \(a\)](#), the program subject matter contributes to the advancement, extension, and enhancement of the clinical skills of a chiropractor and fosters the enhancement of general or specialized practice.

(bm) For a continuing education program required under s. [Chir 5.01 \(1g\) \(a\)](#) or [\(1r\) \(a\)](#), the program subject matter relates to improving the clinical skills of a chiropractic radiological technician or chiropractic technician, as applicable.

(c) The program sponsor agrees to provide a responsible person to monitor and verify the attendance of each registered chiropractor, chiropractic radiological technician, or chiropractic technician, as applicable, participating in the program, and the program sponsor agrees to assume responsibility for the accuracy of the continuing education credit awarded to each participant, to keep the records of attendance for 4 years from the date of the program, and to furnish each participant with evidence of having attended the program.

(cm) For an online continuing education program, the program meets all of the following requirements:

- ~~1. The program is at least 50 percent synchronous and provides interactive communication between the participant and the instructor.~~

Commented [SA1]: Added provision in s. 446.028 (1) (a) 5., Stats., by 2021 WI Act 253.

2. The program includes an instrument that is designed to ensure the chiropractor, chiropractic radiological technician, or chiropractic technician, as applicable, actively participated in the presentation of material.

3. The program includes means to furnish each participant with evidence of having attended the program.

(d) A program sponsor shall not assign or delegate its responsibilities to monitor or record attendance, provide evidence of attendance, validate course content, or provide information on instructors or other aspects of the program ~~unless the assignment or delegation is specifically identified in the application for approval and approved by the board.~~

Commented [SA2]: Fix conflict with s. 446.028, Stats.

(e) The program sponsor has reviewed and validated the program's course content to ensure its compliance with pars. [\(b\)](#) and [\(bm\)](#).

(f) If a course instructor of the program is on the undergraduate or postgraduate faculty of a chiropractic college, the program sponsor has provided written verification that the course instructor has been appointed in accordance with the accreditation standards of the Council on Chiropractic Education, and that the chiropractic college exercises sufficient supervision over a faculty member's course content.

(g) The program offers significant professional educational benefit for participants, as determined by the board.

(h) A course instructor of the program has qualifications appropriate for presenting the course.

(1m) The board shall approve a continuing education program that is approved under s. [46.03 \(38\)](#), Stats., to provide instruction in the use of an automated external defibrillator. Subsections [\(1\)](#), [\(2\)](#), and [\(6\)](#) do not apply to programs approved under this section.

(2)

(a) Continuing education programs may include subject material that does not meet the requirements under sub. [\(1\)\(b\)](#). However, only the parts of the program that include subject material that meets the requirements under sub. [\(1\)\(b\)](#) are eligible for credit.

(am) Continuing education programs may include subject material other than that which relates to improving the clinical skills of a chiropractic radiological technician or chiropractic technician. However, only the parts of the program which relate to improving the clinical skills of a chiropractic radiological technician or chiropractic technician, as applicable, are eligible for credit.

(b) Any presentation, program content, materials or displays for the advertising, promotion, sale or marketing of equipment, devices, instruments or other material of any kind or purpose shall be kept separate from the program content and presentation for which approval is applied and granted.

(c) Programs shall be approved for one hour of continuing education for every 50 minutes of instruction.

(5) Continuing education credit may not be awarded for meals or break periods.

(6) The sponsor of an approved program shall ensure that the program is carried out and presented as represented to and approved by the board, and that all responsibilities of the program sponsor, an instructor, and any person or entity delegated or assigned a responsibility relating to a program approved by the board are fulfilled.

Chir 5.04 Application for approval of a continuing education program.

(1) An application for approval of a continuing education program shall be on a form provided by the board and include all of the following:

(a) The name and address of the program sponsor and a description of how the program sponsor qualifies under s. [Chir 5.02](#).

(b) A description of the time and place of the program.

(c) Evidence of the program sponsor's verification showing to the satisfaction of the board that the subject matter meets the requirements under s. [Chir 5.02 \(1\) \(b\)](#) or [\(bm\)](#), as applicable.

(d) A detailed course outline or syllabus describing the subject matter of the program, and the amount of time devoted to each section of the outline or syllabus.

(e) The names and a description of the qualifications of all instructors including, if applicable, whether an instructor of the program who is an undergraduate or postgraduate faculty member of a sponsoring college was appointed in accordance with accreditation standards of the Council on Chiropractic Education or by an agency approved by the United States department of education.

(f) If the program sponsor intends to assign or delegate any of its responsibilities to another person or entity, all of the following:

1. A specific description of the assignment or delegation.

2. The name and address of the person or entity who is assigned or delegated to perform the responsibility, and a description of the qualifications of that person or entity to perform the responsibility.

3. A description of the method by which the program sponsor intends to assure that the delegated or assigned responsibility is performed.

Note: Application forms are available on the department's website at <http://dsps.wi.gov>, or by request from the Department of Safety and

Professional Services, P. O. Box 8935, Madison, Wisconsin 53708, or call (608) 266-2112.

- (2) An application shall be complete as required under sub. (1) and filed with the board no later than 60 days prior to the program date or, for an online continuing education program, the date on which the program will first be eligible for continuing education credit. An application is considered complete when all information required to be submitted with the application is received by the board.
- (3) The board may require an applicant to submit information in addition to that described in sub. (1) that is necessary to determine if the applicant meets the requirements of this chapter.
- (4) The board shall grant approval of an application if the board determines the program and program sponsor materially meet the requirements under this chapter. If the board does not take action within 50 days of submission of a completed application, the course shall be approved for the first scheduled date that it is eligible for continuing education credit and shall remain approved unless the board takes further action.
- (5) The board shall deny approval of an application for any of the following reasons:
 - (a) The program or program sponsor does not meet requirements established in this chapter.
 - (b) The emphasis of the program is on the business, management, or insurance aspects of a chiropractic practice rather than on improving the clinical skills of the chiropractor, chiropractic radiological technician, or chiropractic technician, as applicable.
 - (c) The board determines the program sponsor has not provided adequate assurance that responsibilities delegated or assigned to others will be satisfactorily performed.
 - (d) The program sponsor, an instructor, or a person delegated or assigned a responsibility has a financial, personal or professional interest which conflicts directly with the performance of responsibilities in this chapter.
 - (e) Failure on the part of a program sponsor, an instructor, or a person delegated or assigned a responsibility to carry out a program as represented to and approved by the board or as provided in this chapter.
 - (f) The program subject matter relates to practice that is prohibited under s. [Chir 4.05](#).

Chir 5.05 Application for expedited approval of a continuing education program.

- (1) A program sponsor under s. [Chir 5.02 \(1\) \(a\)](#) may submit an application for expedited approval of a continuing education program if the program sponsor had a minimum of 20 continuing education programs approved for the previous 2-year registration period and one of the following requirements is met:

(a) A review by the board of a random selection of 10 percent of the program sponsor's continuing education programs approved for the previous 2-year registration period found that all of the selected programs materially meet all of the requirements under s. [Chir 5.02 \(1\)](#) and were awarded continuing education credit as provided under s. [Chir 5.02 \(2\)](#) and [\(5\)](#). The review by the board shall occur within the first 6 months following the 2-year registration period.

(b) A review by the board of a random selection of 10 percent of the program sponsor's continuing education programs approved for the previous 2-year registration period found that one or more of the selected programs do not materially meet all of the requirements under s. [Chir 5.02 \(1\)](#) or did not award continuing education credit as provided under s. [Chir 5.02 \(2\)](#) and [\(5\)](#), and ~~all of the following requirements are met: the application is submitted at least 6 months after the beginning date of the current 2-year registration period.~~

~~1. The application is submitted at least 6 months after the beginning date of the current 2-year registration period.~~

(2) An application for expedited approval of a continuing education program shall be on a form provided by the board and include all of the following:

(a) The name and address of the program sponsor and a description of how the program sponsor qualifies under s. [Chir 5.02 \(1\) \(a\)](#).

(b) A description of the time and place of the program.

(c) An attestation by the program sponsor that the program materially meets all of the requirements under s. [Chir 5.02 \(1\)](#) and [\(6\)](#) and will award continuing education credit as provided under s. [Chir 5.02 \(2\)](#) and [\(5\)](#).

(3) An application for expedited approval shall be filed with the board no later than 60 days prior to the program date or, for an online continuing education program, the date on which the program will first be eligible for continuing education credit.

(4) The board shall grant approval of an application that meets the requirements of this section.

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 **repeal** Chir 5.02 (1) (cm) 1.; to **consolidate, renumber, and amend** Chir 5.05 (1) (b) (intro) and 1.; to **amend** Chir 5.01 (1) (g), and 5.02 (1) (d); and to **create** Chir 5.02 (1) (a) 5., relating to continuing education.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted:

Section 446.028, Stats.

Statutory authority:

Sections 15.08 (5) (b), 227.11 (2) (a), 446.02 (1) (b), 446.025 (3) (b), and 446.026 (3) (b), Stats.

Explanation of agency authority:

Section 15.08 (5) (b), Stats., provides that an examining board “[s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.”

Section 227.11 (2) (a), Stats., provides that “[e]ach agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute...”

Section 446.02 (1) (b), Stats., provides that no person may engage in the practice of chiropractic or attempt to do so or hold himself or herself out as authorized to do so, unless such person “[s]ubmits evidence satisfactory to the examining board that the person meets the requirements of continuing education for license renewal as the examining board may require...”

Section 446.025 (3) (b), Stats., provides “[a] chiropractic radiological technician shall, at the time that he or she applies for renewal of a certificate ...submit evidence satisfactory

to the examining board that he or she has completed at least 12 continuing educational credit hours in programs established by rules promulgated by the examining board.”

Section 446.026 (3) (b), Stats., provides “[a] chiropractic technician shall, at the time that he or she applies for renewal of a certificate ...submit evidence satisfactory to the examining board that he or she has completed at least 6 continuing educational credit hours in programs established by rules promulgated by the examining board.”

Related statute or rule:

Chapter Chir 3 provides the requirements for license renewal, which include the completion of continuing education.

Plain language analysis:

The Chiropractic Examining board recently completed a comprehensive revision to Chir 5 which became effective on July 1, 2022. As it exists, there are some areas of Chir 5 that conflict with the statute due to the passage of 2021 Wisconsin Act 253. The Board reviewed and updated the requirements for continuing education based on current practice in the chiropractic profession:

1. Clarified the amount of online continuing education hours.
2. Added provision Chir 5.02 (1) (a) 5. to comply with s. 446.028 (1) (a) 5., Stats., regarding a list of organizations who can sponsor a program.
3. Resolved a statutory conflict in Chir 5.02 (1) (d) regarding program sponsors.
4. Clarified Chir. 5.05 (1) (b) to eliminate a list with only one requirement.

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

None.

Summary of public comments received on statement of scope and a description of how and to what extent those comments and feedback were taken into account in drafting the proposed rule:

The Chiropractic Examining Board held a preliminary hearing on the scope statement for this rule at its October 31, 2024 meeting. No comments were received.

Comparison with rules in adjacent states:

Illinois:

Rules of the Illinois Department of Financial and Professional Regulation regulate continuing medical education (CME) for chiropractic physicians practicing in Illinois. The rules provide CME hours requirements, acceptable CME programs and activities,

requirements for CME sponsors and formal CME programs, certification of compliance with CME requirements, CME earned in other jurisdictions, and the waiver of CME requirements.

Illinois allows for formal and informal CME programs. The formal programs include internet point-of-care learning, which are structured CME activities using online databases to engage in self-directed learning on topics relevant to clinical practice, and live internet webinars. Unstructured online searching and learning is included as an activity among the informal CME programs or activities. [68 IL Admin. Code section 1285.110]

Illinois does not have an equivalent license classification for chiropractic technicians.

Iowa:

Rules of the Iowa Board of Chiropractic regulate continuing education (CE) for chiropractors practicing in Iowa. 481 IAC Chapter 844 is where they specify the required CE hours, standards for CE activities, and exemptions from CE requirements. A chiropractor has to complete 40 hours of CE per biennium of which at least 20 hours are earned by completing a program in which an instructor conducts the class by employing a traditional in-person, classroom-type presentation and the licensee is in attendance in the same room as that instructor. At least 16 hours of CE may be obtained by independent study, which includes any online instruction.

Iowa does not have an equivalent license classification for chiropractic radiological technicians or chiropractic technicians.

Michigan:

The Michigan Department of Licensing and Regulatory Affairs regulate continuing education (CE) for chiropractors practicing in Michigan. The rules specify required CE hours, acceptable CE programs and activities, and approval of CE programs. In this section, the rules establish that no less than 10 hours of CE must be completed by attending a live, in-person program. The rules allow attendance or participation in a CE program or activity held as live in-person programs, interactive or monitored teleconferences, web-based programs, or online programs. [MI Admin. Code R 338.12041]

Michigan does not have an equivalent license classification for chiropractic radiological technicians or chiropractic technicians.

Minnesota:

Rules of the Minnesota Board of Chiropractic Examiners regulate continuing education (CE) for chiropractors practicing in Minnesota. The rules specify required CE hours, CE program approval and approval criteria, approval of CE sponsors, and the waiver or deferment of CE requirements. There is no mention of the requirements for online CE. [MN Admin. Code parts 2500.1200 to 2500.2000]

The Minnesota Department of Health registers chiropractic radiologic technologists [MN Admin. Code R.4732.0570 to 4732.0585]. There are no continuing education requirements for maintaining registration.

Minnesota does not have an equivalent license classification for chiropractic technicians.

Summary of factual data and analytical methodologies:

The proposed rules were developed by reviewing the provisions of ch. Chir 5 to ensure the rules are consistent with current professional and academic practices and applicable Wisconsin statutes. No additional factual data or analytical methodologies were used to develop the proposed rules.

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

The proposed rules will be posted for a period of 14 days to solicit public comments on economic impact, including how the proposed rules may affect businesses, local government units, and individuals.

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 Jennifer.Garrett@wisconsin.gov, or by calling (608) 266-2112.

Agency contact person:

Sofia Anderson, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, P.O. Box 8366, Madison, Wisconsin 53708-8366; email at DSPSAdminRules@wisconsin.gov.

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

Comments may be submitted to Sofia Anderson, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, WI 53708-8366, or by email to DSPSAdminRules@wisconsin.gov. Comments must be received on or before October 23, 2025, to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. Chir 5.01 (1) (g) is amended to read:

Chir 5.01 (1) (g) No more than 8 of the 40 continuing education credit hours required under par. (a) may be acquired through participation in online continuing education programs approved under s. Chir 5.02. Up to 4 of these online continuing education credit

hours may be acquired through asynchronous programs, except that the ethics and boundaries course shall be completed using only synchronous instruction.

SECTION 2. Chir 5.02 (1) (a) 5. is created to read:

Chir 5.02 (1) (a) 5. A member-based state or national chiropractic organization that satisfies all of the following:

- a.** The organization is an entity that is described in section 501 (c) of the Internal Revenue Code and that is exempt from federal income tax under section 501 (a) of the Internal Revenue Code and has existed as an entity that is described in section 501 (c) of the Internal Revenue Code for at least 5 years.
- b.** The purpose of the organization is not solely providing continuing education programs.
- c.** The organization engages in measurable advocacy efforts to promote the chiropractic profession.

SECTION 3. Chir 5.02 (1) (cm) 1. is repealed.

SECTION 4. Chir 5.02 (1) (d) is amended to read:

(d) A program sponsor shall not assign or delegate its responsibilities to monitor or record attendance, provide evidence of attendance, validate course content, or provide information on instructors or other aspects of the program ~~unless the assignment or delegation is specifically identified in the application for approval and approved by the board.~~

SECTION 5. Chir 5.05 (1) (b) (intro) and 1. are consolidated, renumbered Chir 5.05 (1) (b), and amended to read:

Chir 5.05 (1) (b) A review by the board of a random selection of 10 percent of the program sponsor's continuing education programs approved for the previous 2-year registration period found that one or more of the selected programs do not materially meet all of the requirements under s. Chir 5.02 (1) or did not award continuing education credit as provided under s. Chir 5.02 (2) and (5), and ~~all of the following requirements are met: 1. The~~ the application is submitted at least 6 months after the beginning date of the current 2-year registration period.

SECTION 6. 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)

Chiropractic Examining Board
Rule Projects (updated 07/07/2025)

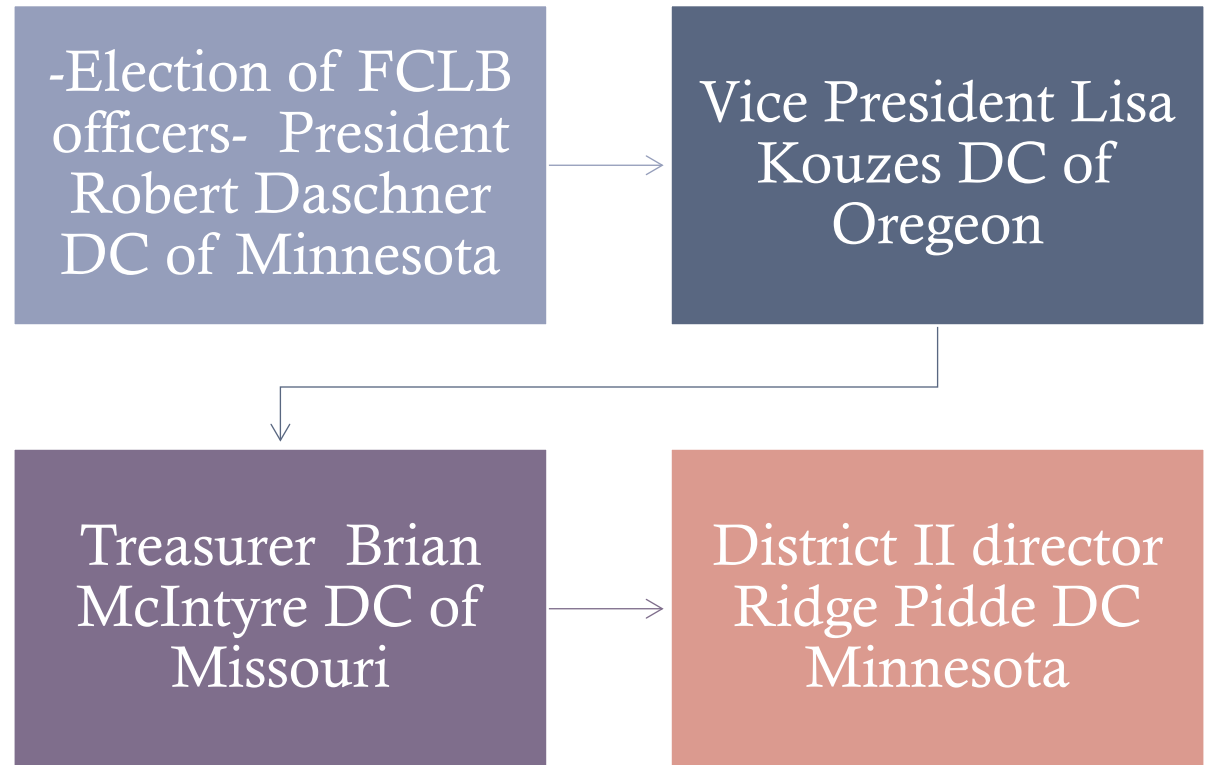
Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter Affected	Relating clause	Current Stage	Next Step
24-027	062-23	02/21/2026	Chir 3	Cardiopulmonary Resuscitation (CPR) Requirement	Final Rule Draft and Legislative Report submitted to Governor for review on July 24, 2024.	After Governor's approval, final rule draft and legislative report can be submitted to the Legislature for review.
Not Assigned Yet	Not Assigned Yet	Not Assigned Yet	Chir 5	Continuing Education	Drafting rule.	EIA Comment Period, Clearinghouse Review, and Public Hearing.
24-046	034-23	11/30/2025	Chir 12	Nutritional Counseling Certification	Rule effective June 1, 2025.	N/A



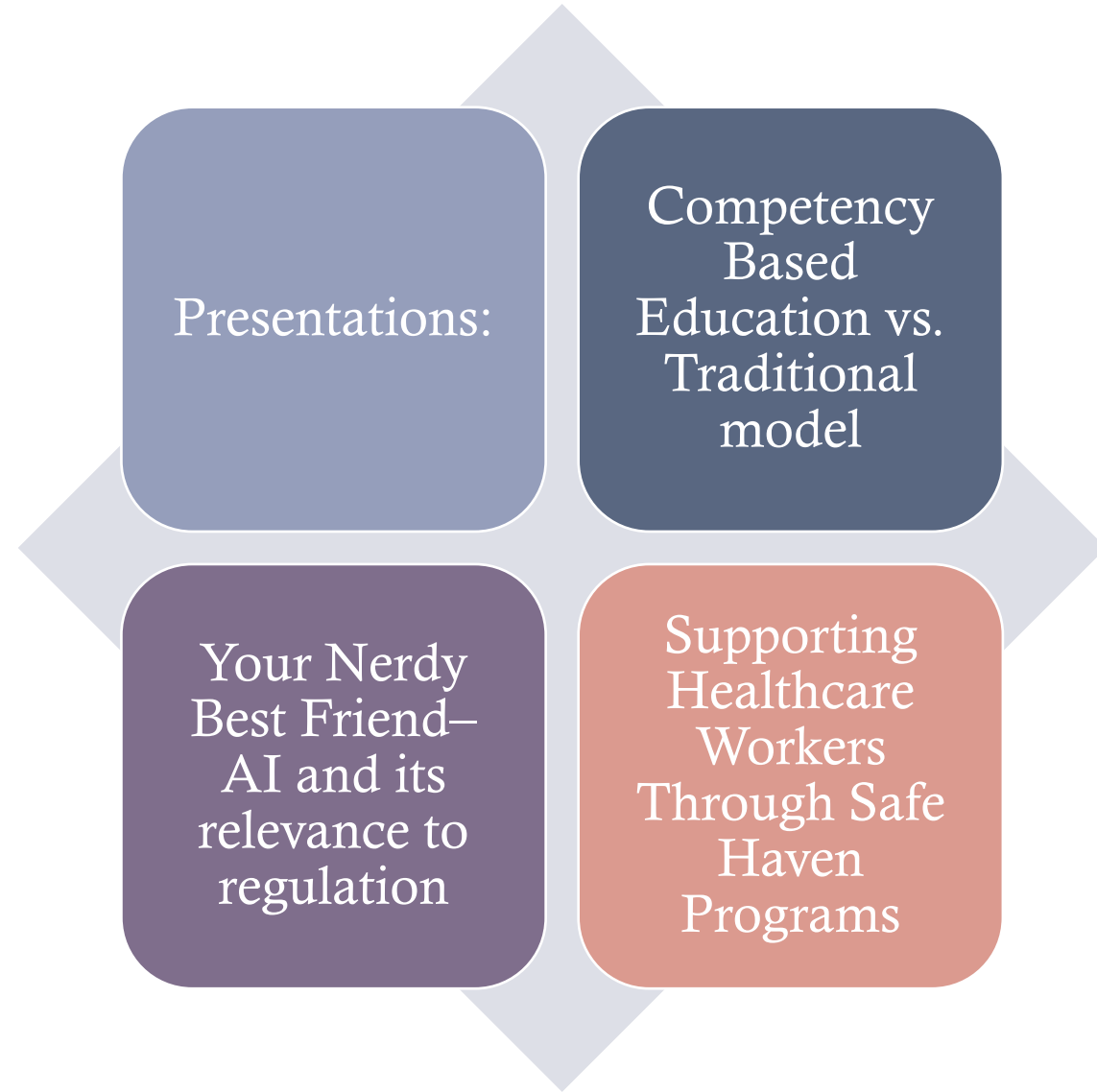
FLCB 2025

- St. Louis, MO
- May 1-3 2025

HIGHLIGHTS



HIGHLIGHTS



Competency-Based Education (CBE) & Why might you care?



What is CBE?

Credit Hour Model based on seat time originally designed to determine faculty pensions and not as a measure of learning. Credit Hour is current basis for awarding financial aid & equivalency to degree completion.



Competency Based Education moves beyond seat-time measures and focuses on learning of skills, knowledge, and abilities. Students demonstrate mastery of competencies through assessment. “Can do” Transcript.

Must read article [Cracking the Credit Hour](#) by Amy Laitinen....

What is CBE

C-BEN definition

Competency-based education (CBE) is focused on actual student learning, and the application of that learning, **rather than time spent in class/on material.**

Learners' progress is measured when they demonstrate their competence through a system of rigorous assessments, meaning they prove they have mastered the knowledge and skills required for a particular competency or area of study.



Who is participating?

FASHP Subgroup

American Association of the Colleges of Nursing

American Association of Colleges of Osteopathic Medicine

American Association of Colleges of Pharmacy

American Occupational Therapy Association

American Physical Therapy Association

Association of American Medical Colleges

Association of American Veterinary Medical Colleges

Association of Chiropractic Colleges

Association of Schools and Colleges of Optometry

Association of Schools and Programs of Public Health

Council on Social Work Education

Questions? Want to Learn More?

C-BEN Newsletter

<https://www.c-ben.org>





8 ways to
ensure your
board's (& your)
AI Success

Address the **elephants**

- Accuracy
- Legal
- Education
- Liability



Look at
**the tech
you have**

- Microsoft
- Google
- Internal Tools
- LinkedIn





Understand **limitations**

- Copyright
- Bias
- Hallucinations
- Cloning
- Cheating



6

Make
security a
priority

- Safe words
- Private GPTs
- Safety training



AI Policy Questions

- What's your goal with AI?
- What do you need to keep private?
- When should you give AI credit?
- How can you guard against bias and uphold integrity?
- How can you verify output?
- How will you train?
- How will you keep up with the changes?



OhioPHP

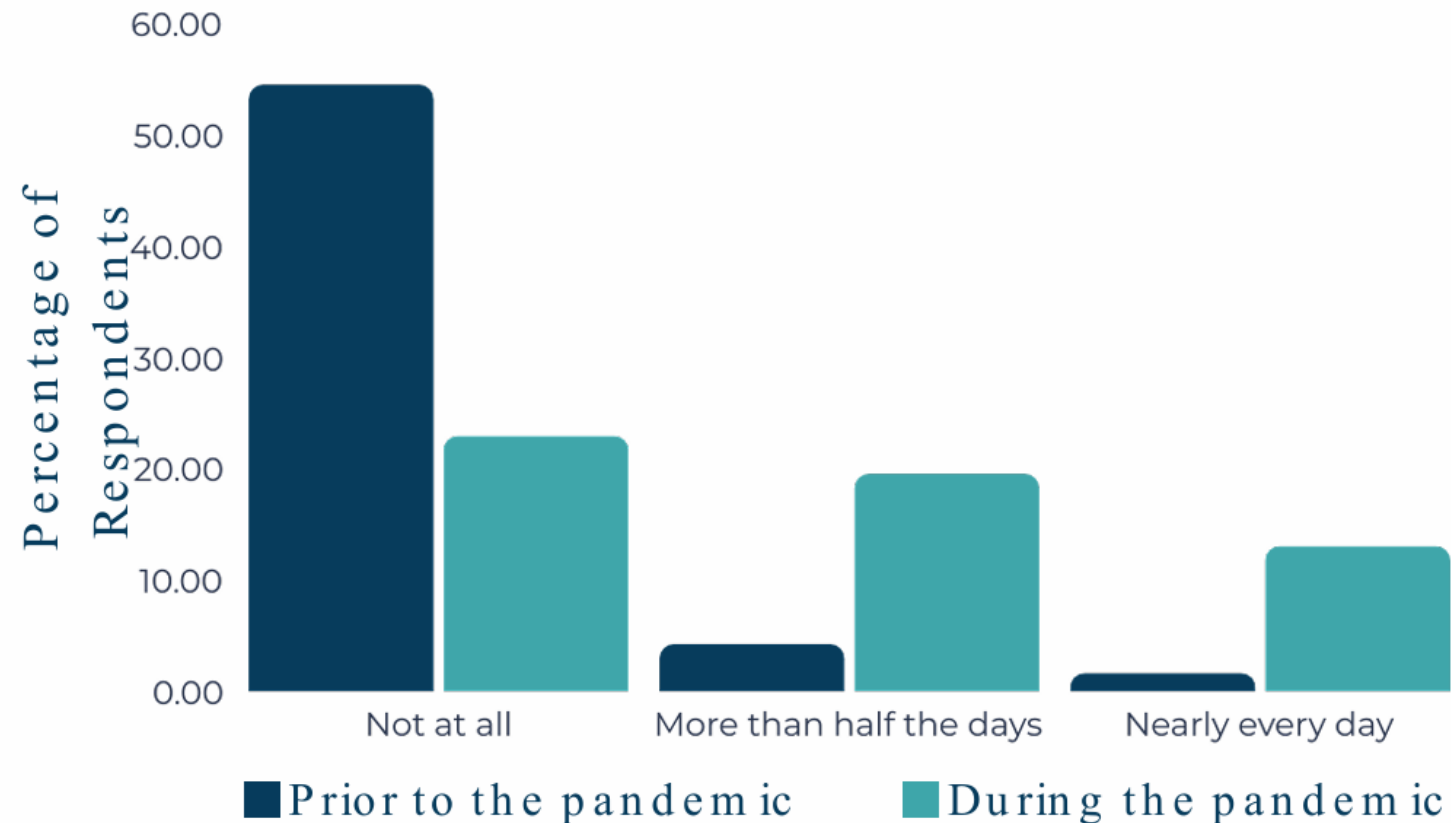
Supporting Healthcare
Workers Through Safe
Haven Programs

Kelley Long, MBA



Mental Health

PRIOR TO VERSUS DURING THE PANDEMIC



702%

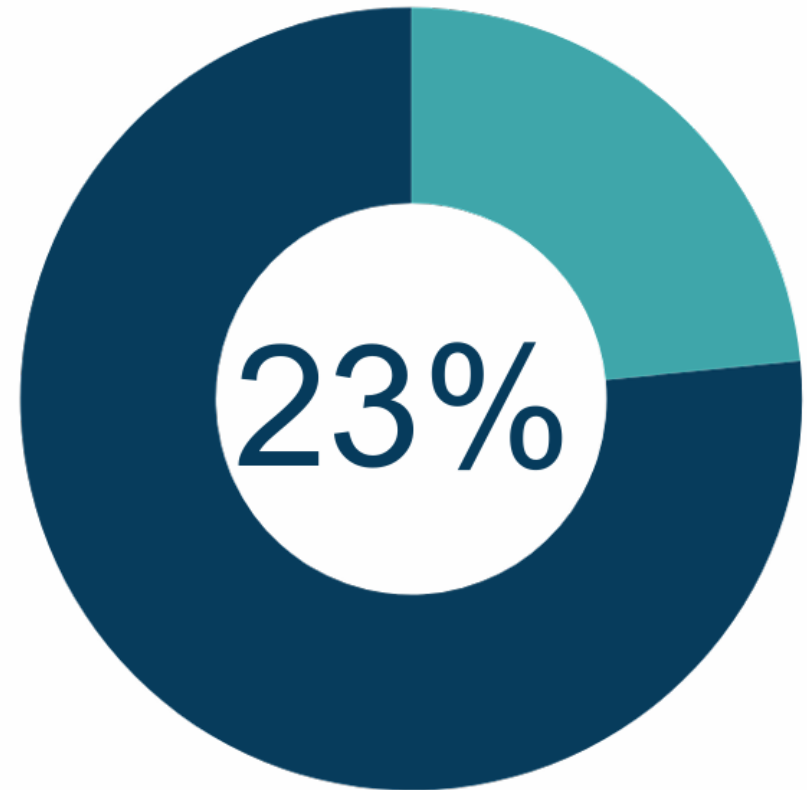
increase in healthcare professionals feeling down, depressed, or hopeless (nearly every day) during the pandemic

Substance Use

PRIOR TO VERSUS DURING THE PANDEMIC



23% of respondents indicated an *increase or significant increase* in their substance use during the pandemic





Only 14% of healthcare professionals received some type of screening, assessment, or monitoring at work regarding pandemic-related stressors.

Only 1 in 4 healthcare professionals sought emotional support during the pandemic.





Our Reaction at OhioPHP

SAFE HAVEN PROGRAMS

- Developed a clearly defined ***confidential*** path for individuals to seek help for burnout, mental health disorders, or substance use disorders
- A ***safe space*** for early intervention ***before*** patient safety becomes a concern
- Access to ***quality*** clinical screening/evaluation, treatment, long-term monitoring and support
- A ***therapeutic*** alternative to disciplinary action for illnesses such as mental health disorders or substance use disorders

OhioPHP Process

OhioPHP receives referral



OhioPHP conducts a well-being screen and makes recommendations for next steps



Licensee ***follows*** OhioPHP's recommendations



Licensee may enroll in safe haven program



Licensee ***does not follow*** OhioPHP's recommendations



OhioPHP provides additional therapeutic options



Only if impairment is identified
is a ***risk to patient safety***

and OhioPHP believes the practitioner
a report may be made to the Board.



Why are PHPs Important?

SUBSTANCE USE DISORDERS

- Sustained recovery from a substance use disorder for the general population is below 50% during the first year following treatment.
- 90% of healthcare professionals who have completed substance use disorder treatment and monitoring, remained in sustained recovery with no relapse (OhioPHP cumulative data from 2004 - 2022).

HIGHLIGHTS

Presentations

FCLB Attorney Panel-
model practice act, Scope
of practice example from
Washington DC

-
- FCLB MODEL PRACTICE ACT - <https://fclb.org/documents-downloads.php>

GREAT RESOURCE FOR INFORMATION AND RESEARCH!!

- FCLB DEFINITION OF CHIROPRACTIC – MODEL LANGUAGE
- “Chiropractic”, means a **primary care health discipline** that recognizes the inherent recuperative power of the body, to heal itself without the use of drugs or surgery, whose practitioners promote and facilitate health through the evaluation, examination, diagnosis, treatment and/or management of biomechanical or physiological conditions, including Chiropractic subluxations, or disorders that compromise neural integrity and/or organ system function.

-
- Chiropractic Scope of Practice Definition in Washington, D.C – Passed in July 2024
<https://code.dccouncil.gov/us/dc/council/code/sections/3-1201.02>

(3)(A) "Practice of chiropractic" means practicing a primary care health discipline through the evaluation, examination, diagnosis, counseling, and treatment or management of biomechanical or physiological conditions or disorders that compromise neural integrity or organ system function; the use of x-rays and advanced diagnostic imaging, physical examination, and examination by instrumentation for the detection and correction of subluxations and somatic dysfunctions that cause vertebral, neuromuscular, or skeletal disorder; the adjustment of the spine or manipulation of bodily articulations for the restoration and maintenance of health; and the referral of a patient for diagnostic imaging, tests, and clinical laboratory procedures in order to determine a regimen of chiropractic care or to form a basis or referral of patients to other licensed health care professionals. The practice of chiropractic does not include the use of drugs or surgery **but may include ancillary procedures such as dry needling** in accordance with the rules and requirements promulgated by the Mayor.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Dr. Amy Heffernan, Chair		2) Date When Request Submitted: 07/08/2025 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: Chiropractic Examining Board													
4) Meeting Date: 07/17/2025	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Chiropractic Technician Certification Discussion and Consideration											
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both		8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:										
10) Describe the issue and action that should be addressed:													
11) Authorization <table style="width: 100%;"> <tr> <td style="width: 60%;">Will Johnson</td> <td style="width: 40%; text-align: right;">07/08/2025</td> </tr> <tr> <td>Signature of person making this request</td> <td style="text-align: right;">Date</td> </tr> </table> <table style="width: 100%;"> <tr> <td style="width: 60%;">Supervisor (if required)</td> <td style="width: 40%; text-align: right;">Date</td> </tr> <tr> <td>Will Johnson</td> <td style="text-align: right;">07/08/2025</td> </tr> <tr> <td colspan="2">Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date</td> </tr> </table>				Will Johnson	07/08/2025	Signature of person making this request	Date	Supervisor (if required)	Date	Will Johnson	07/08/2025	Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date	
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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 Board Admin Specialist prior to the start of a meeting.													