

**BOARD OF CHIROPRACTIC EXAMINERS
MINUTES**

DATE: January 28, 2016

TIME: 9:00 AM CST

LOCATION: Poplar Conference Room
665 Mainstream Drive, 1st Floor
Nashville, TN 37243

MEMBERS PRESENT: Chris Alexander, D.C., President
Richard Cole, D.C., Board Member
Andrea Selby, D.C., Board Member
Cole Hosenfeld, D.C., Board Member
Joseph Amato, D.C., Board Member
Nancy Strawn, Consumer Member
Sheila Fitzgerald, Consumer Member, Secretary

STAFF PRESENT: Michael Sobowale, Unit Director
Lakita Taylor, Unit Manager
Zandra Pickett, Board Administrator
Mark Cole, Assistant General Counsel
Nichelle Dorroh, Office of Investigations
Antoinette Welch, Office of Investigations Director

GUESTS: Mike Todd, TN Medical Foundation

Call to Order

With a quorum present, Dr. Alexander called the meeting to order at 9:20 AM.

Minutes

After a review of the minutes from the October 8, 2015 meeting and December 18, 2015 rule-making hearing, Dr. Cole made a motion, seconded by Dr. Hosenfeld, to accept the minutes as presented. The motion carried.

Office of General Counsel Report

Mark Cole, Assistant General Counsel, discussed the Open Meetings Act (Sunshine Law) and the Conflicts of Interest policy. Mr. Cole provided an update on current status of the recently-approved rule changes at the December 18, 2015 rulemaking hearing. He reported the rules are currently in process with the Attorney General's Office. Mr. Cole informed the board that there is no legislation affecting the board currently but it is possible something may come up later and he will provide an update then.

Order of Compliance – James Lillard, DC

Mark Cole, Assistant General Counsel, presented the Order of Compliance of James Lillard, DC. Dr. Lillard was present to answer questions and concerns of the board members. Mr. Cole provided the board with background information on Dr. Lillard's probation. Mike Todd addressed the Board on behalf of Dr. Lillard and stated Dr. Lillard was compliant with the terms of his probation. Mrs. Dorroh also spoke to the Board about the monitoring of Dr. Lillard and stated he is eligible to petition the Board, due to him meeting all requirements. Mrs. Fitzgerald made a motion, seconded by Dr. Hosenfeld, to accept the Order of Compliance as presented. The motion carried.

Lapsed License Policy

Mark Cole, Assistant General Counsel, presented an updated lapsed license policy to the board. Dr. Cole inquired about the changes from the current policy to the new policy. Mr. Cole stated the old policy allowed three (3) months of lapsed license practice before civil penalty fees can be assessed while the new policy only allows for one (1) month. Mr. Cole informed the board that this policy does not concern the CTAs and CXTs. Dr. Cole expressed concern about the amount of civil penalty proposed in the policy and questioned how that would affect the CTAs and CXTs. In follow up, Mr. Sobowale inquired what amount the Board would want assessed for CTAs and CXTs in a new policy. Dr. Cole and Dr. Alexander both suggested that the penalty should be set at \$100. Dr. Cole requested Mr. Cole to present another separate policy for CTAs and CXTs only. Thereafter, Dr. Cole made a motion, seconded by Dr. Amato, to adopt the new lapsed license policy as presented for Chiropractic Physicians only. The motion carried.

Investigative and Disciplinary Reports

Nichelle Dorroh, Disciplinary Coordinator in the Office of Investigations presented the investigative and disciplinary reports. She reported the Office of Investigations currently has thirty-seven (37) open complaint cases for all chiropractic physicians. The last review was in November and plans are to have another review in February. Their office is in the process of conducting another audit to ensure that individuals being monitored are compliant. Ms. Dorroh introduced the new Director of Investigations, Antoinette Welch. Ms. Welch provided a brief introduction of her background and past work experiences. Due to her background in law enforcement, Dr. Cole wanted Ms. Welch to provide an explanation of what constitutes an expungement for applicants with criminal history. Ms. Welch discussed a variety of circumstances and crimes that could lead to a record of the offense and conviction being expunged from court records with the Board.

Financial Report

The financial officer was absent but the Board reviewed the financial report as provided in the meeting materials. Mr. Sobowale gave a brief summary of items of interest in the financial report. Dr. Cole inquired about noted decrease in the Board's revenue and increase in allocated expenditures pertaining to investigations and legal which mainly caused the Board to close in the red for FY2015. The Board requested that these items be reviewed and further addressed at the next meeting.

Applicant Interview/Review

Dr. Ali Sakhai, DC - Dr. Sakhai is seeking initial licensure as a Chiropractic Physician. The Board reviewed his file due to findings of multiple convictions on his criminal background check. Dr. Sakhai was present to address the Board. After review and discussion, Mrs. Fitzgerald made a motion, seconded by Dr. Selby, to approve Dr. Sakhai for licensure. The motion carried.

Dr. Christopher Mansolf, DC - Dr. Mansolf is seeking reciprocity licensure as a Chiropractic Physician. The Board reviewed his file due to prior license discipline in the state of KY. Dr. Mansolf was not present. After review and discussion, Dr. Hosenfeld made a motion, seconded by Mrs. Fitzgerald, to approve Dr. Mansolf for licensure. The motion carried.

Dr. Charles Hogan, DC - Dr. Hogan is seeking initial licensure as a Chiropractic Physician. The Board reviewed his file due to findings of multiple convictions on his criminal background check. Dr. Hogan was present. After review and discussion, Dr. Cole made a motion, seconded by Dr. Amato, to approve Dr. Hogan for licensure. The motion carried.

Ratifications

Dr. Hosenfeld made a motion, seconded by Dr. Selby, to approve the following list of new licensees, reinstatements, acupuncture, and closed files for ratification; the motion carried:

INITIAL

CHIROPRACTIC PHYSICIANS -13

- | | |
|-----------------------|-------------------|
| ARCO RICHARD IAN | DETWEILER TYREL |
| DEWEY CURTIS | DORNBIER CLARENCE |
| HENDERSON JANE | JENKINSON CARSON |
| JONES DAVID THOMAS | MCLAIN CLIFTON |
| RICHARDSON ELIZABETH | SHARP JOHN |
| STULL PATRICK WILLIAM | WYNN SCOTT |
| SEYMOUR CAROLINE | |

CHIROPRACTIC THERAPY ASSISTANTS-12

- | | |
|-------------------------|-------------------|
| BUNDY KATELYNN | EIDSON RUTH |
| HARRELL JANEL RUTH | JULIAN KATE |
| MARTIN RACHEL ELIZABETH | OLVERA MONICA |
| ORR KIMBERLY | OWENS DEBORAH |
| RHEINBOLT CAITLIN | SHOULDERS LINDSAY |

CHIROPRACTIC X-RAY TECHNOLOGIST-3

- | | |
|-----------------------|-----------------|
| COVINGTON NICOLE | MILLER BRITTANY |
| TAYLOR CASSANDRA JILL | |

REINSTATEMENT

CHIROPRACTIC PHYSICIANS -8

ATNIP NORMAN M

BUSSENGER ROBERT J

MEDINA BRENDA

MANSOLF LAUREN (voluntarily retired)

PRAY CHARLES (voluntarily retired)

BEACHUM STEVEN R

KASSINGER JAMES

POISAL DANA MARIE (voluntarily retired)

CHIROPRACTIC THERAPY ASSISTANTS-2

PIKE ROBYN

ROYSTON MICHAEL R

ACUPUNCTURE

CHIROPRACTIC PHYSICIANS-2

HALL MELISSA

ASHTON BOOE

CLOSED FILES

CHIROPRACTIC PHYSICIANS -2

HENDERSON JANE E

KEMPTON KATHLEEN LYNN

CHIROPRACTIC THERAPY ASSISTANTS-4

MARLIN ALICIA

WEBB TANYA

PAGE KILEY

PAYNE KIMBERLY

CHIROPRACTIC X-RAY TECHNOLOGIST-1

SCOTT EMILY MICHELE

Discussion on Proposed Rules Revision for CXTs and CTAs

Dr. Cole provided a recap of the discussion on the proposed rules revision for CTAs and CXTs and presented a new draft of the revised rules as follows:

Proposed Chiropractic Therapy Assistants Rules

0260-05-.01 DEFINITIONS

(18) Supervision - The ongoing, direct review, for the purpose of training or teaching, by a licensed chiropractic, ~~medical or osteopathic physician~~, physician extender, or chiropractic

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therapy assistant supervisor who monitors the performance of an intern. The supervisor provides regular documented face-to-face guidance and instruction with respect to the skills and competencies of the person supervised.

0260-05-.02 SCOPE OF PRACTICE

Any person who possesses a valid unsuspended and unrevoked certificate issued by the Board has the right to use the title certified chiropractic therapy assistant. No other person shall assume this title on any work, letter, sign, figure, advertisement, or device to indicate that the person using the same is a certified chiropractic therapy assistant. The work performed includes offering physical agent modalities ~~and rehabilitation advice and services to the public, therapeutic and rehabilitative services and advice~~, specifically and only on orders from a duly licensed physician or physician extender.

0260-05-.03 NECESSITY OF CERTIFICATION

(5) A chiropractic therapy assistant is one who serves the public only on the orders of a licensed physician or nurse practitioner, and as such the practice is restricted to those persons properly credentialed. Persons engaging in practice as a chiropractic therapy assistant without being credentialed by the board are in violation of T.C.A. §§ 63-4-123.

0260-05-.06 FEES

| (4) The Chiropractic Therapy Assistant Fee Schedule | Amount |
|---|-----------------------------|
| (a) Application | \$ 150.00 100.00 |
| (b) Late Fee | \$ 100.00 |
| (c) Renewal | \$ 100.00 50.00 |
| (d) Reciprocity | \$ 150.00 |
| (e) Replacement Certificate | \$ 75.00 |
| (f) State Regulatory (biennial) | \$ 10.00 |

Add: (5) Dual License (Chiropractic Therapy Assistant and Chiropractic X-ray Technologist)

| | Amount |
|---------------------------------|-----------|
| (a) Application | \$ 100.00 |
| (b) Late Fee | \$ 100.00 |
| (c) Renewal | \$ 50.00 |
| (d) Reciprocity | \$ 100.00 |
| (e) Replacement Certificate | \$ 75.00 |
| (f) State Regulatory (biennial) | \$ 10.00 |

Add (6) Dual Licenses (Chiropractic Therapy Assistants and Chiropractic X-ray Technologists) - Persons who are licensed as a Chiropractic Therapy Assistant and Chiropractic X-ray Technologist at the same time shall pay according to the fees established for Dual Licenses. Persons who are licensed at separate times for these designations shall pay the application, initial license and state regulatory fee for that additional license, but only at the time of the application. After these initial applications, only one renewal and state regulatory fee will be required.

0260-05-.10 SUPERVISION

(1) Individuals who are issued a certificate as a chiropractic therapy assistant must act only on orders by a Tennessee licensed physician or physician extender license in good standing.

~~(3) Before being authorized to perform any chiropractic procedure or operate any equipment in a chiropractic physician's office, the chiropractic physician shall place a copy of the chiropractic therapy assistant's renewal certificate in his/her personnel file to prove the chiropractic therapy assistant being authorized has the appropriate certification required for either or both the procedure being performed and/or the equipment being used and that such certification is current.~~

(4 become 3)

The employing chiropractic physician(s), or a ~~chiropractic~~ nurse practitioner designated by the employing chiropractic physician(s) as a substitute supervisor, shall exercise close supervision and assume full control and responsibility for the services provided by any person certified under this chapter of rules employed in the chiropractic physician(s)' practice. This supervision, control and responsibility does not require the physical presence of the ~~chiropractic~~ nurse practitioner at all times at the site where the services are being provided. However, it does require that the chiropractic physician(s) have his/her primary practice physically located within the boundaries of the state of Tennessee and that he/she be capable of being physically present at the site where the services are being provided within a reasonable amount of time.

0260-05-.12 CONTINUING EDUCATION

(1) Basic requirements-The Board of Chiropractic Examiners requires each certificate holder registered with the board to complete six (6) clock hours of continuing education every two year during the renewal cycle.

(2) New certification requirements (REMOVE TO LICENSURE REQUIREMENT)

(a) A two (2) clock hour Board approved course in risk management, sexual/professional boundaries, and Tennessee statutory and regulatory chiropractic jurisprudence must be taken within twelve (12) months prior to certification. If taken prior to certification, the course must be an additional course beyond the regular chiropractic therapy assistant program. Those who are certified as both chiropractic X-ray technologists and chiropractic therapy assistants need only take this course once.

(b) New certification by examination or reciprocity – New certificate holders, whether by examination or reciprocity, shall be exempted from the continuing education requirements of 0260-05-.12(1) for the calendar year in which they are certified, but must take the two (2) hour course as described above in 0260-05-.12(2)(a).

~~(2) Current certificate holder requirement – Before January 1, 2008 every certificate holder who has not already done so must submit satisfactory proof of having successfully completed, as part of the annual continuing education requirement, the two (2) hour course described in subparagraph (2) (a) of this rule. It is the Board's intent that the two (2) hour course described in subparagraph (2) (a) of this rule must be completed once by all certificate holders.~~

(4 become 3) Acceptable Continuing Education

(a) To be acceptable continuing education, the course must be approved by the Board of Chiropractic Examiners. No prior approval is required for continuing education courses conducted by the American Chiropractic Association, the International Chiropractors Association, the Tennessee Chiropractic Association, or CPR training provided by the American Heart Association or the American Red Cross. No more than one (1) hour of credit will be granted for CPR training and courses.

(b) Whenever the Board decides that there is information that is crucial for certificate holders to have it may prepare and send that information to all continuing education providers in a format no larger than two (2) pages. All approved continuing education providers must, as a prerequisite to remaining an approved provider, reproduce and distribute this information from the Board to every certificate holder attending each of its individual continuing education courses or group of courses.

(5 become 4) Documentation

(a) Each certificate holder shall send proof of completion of the annual continuing education requirement to the board's administrative office so that it is received no later than January 15th of the year immediately following the end of each calendar year. Such proof may be transmitted electronically provided the board has capability for electronic receipt of proof. When proof is mailed to the board's administrative office, such proof must be one (1) or more of the following:

(6) ~~No~~ An option for up to 6 continuing education credit hours shall be awarded on even numbered year for multi-media via approved distance learning hours or courses.

(7) (c) Training specifically related to policies and procedures of an agency except state statutes, rules and policies governing the practice as a Chiropractic Therapy Assistant.

0260-05-.13 PROFESSIONAL ETHICS

(Add) Chiropractic Therapy Assistants shall not engage in immoral, unprofessional, unethical, or dishonorable conduct.

Proposed Chiropractic X-Ray Technologists Rules

Dr. Cole stated that the CTA rules and CXT rules will mirror each other.

0260-03-.01 DEFINITIONS

(4) Board Administrative Office - The office of the Unit Director assigned to the board located at 665 Mainstream Drive, Nashville, TN 37243. ~~227 French Landing, Suite 300, Heritage Place, Metro Center, Nashville, TN 37243~~

(14) ADD -Internship – Performing x-ray technologist duties under direction of a supervisor for the purpose of receiving practical training in providing physical agent modalities and rehabilitation.

0260-03-.02 SCOPE OF PRACTICE

Any person who possesses a valid unsuspended and unrevoked certificate has the right to use the title certified chiropractic x-ray technologist. No other person shall assume this title on any work, letter, sign, figure, advertisement, or device to indicate that the person using the same is a

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certified chiropractic x-ray technologist. The work performed includes offering ~~chiropractic x-ray technologist advice and radiological services and advice services~~ to the public, specifically and only on orders from a duly licensed ~~chiropractic physician or nurse practitioner~~.

0260-03-.03 NECESSITY OF CERTIFICATION

(5) A chiropractic therapy assistant is one who serves the public only on the orders of a licensed physician or nurse practitioner, and as such the practice is restricted to those persons properly credentialed. Persons engaging in practice as a chiropractic x-ray technologists without being credentialed by the board are in violation of T.C.A. §§ 63-4-119.

0260-03-.04 QUALIFICATIONS FOR CERTIFICATION.

1.

(d) Complete prior to the date of examination a minimum combined total of ~~forty eight (48)~~ fifty (50) hours of instruction classroom ~~hours approved by the any board member or board designee, and which includes such~~ subject to full board approval, and which shall include but not be limited to such subject material as anatomy, physiology, patient protection, safety, emergency procedures, professional boundaries training, chiropractic therapy, and rehabilitation techniques. radiation protection, radiation physics, radiographic techniques, patient care and positioning, equipment maintenance, radiographic anatomy and physiology, x ray quality control, and instruction on Tennessee statutes and rules pertaining to the chiropractic x ray technologist.

(e) Provide proof of successful completion of ~~one thousand and forty (1,040)~~ twelve hundred (1,200) hours of clinical internship under direct supervision. ~~by a Tennessee licensed doctor of chiropractic who is.~~ The supervisor is required to provide the Board of Chiropractic Examiners a report concerning the certificate holder's ~~applicant's~~ performance in each area of the internship ~~spine and extremities~~ on forms provided by the board to become certified as a chiropractic x-ray technologist. Such hours shall be completed within one (1) year from the date of examination, unless an extension is requested and granted by the Board.

2.

(d) An applicant requesting certification must be duly licensed or certified in another state as a chiropractic x-ray technologist in another state or hold certification with minimum equivalent training as determined by the Board. A designee of the Board will approve all endorsement applications to ensure minimum equivalency.

(e) ~~Provide either;~~

A letter of good standing must be provided from the state or board in which certification is held; ~~or~~ along with licensure criteria and educational training to ensure minimum equivalency.

~~2. provide to the board's administrative office evidence of certification from either the American Chiropractic Registry of Radiological Technologists or the American Registry of Radiological Technologists, either of which will qualify an applicant for chiropractic x ray technologist certification.~~

ADD (3) If an applicant holds or possesses an unencumbered certificate to practice radiography that has been granted by the Tennessee Board of Medical Examiners or the Tennessee Board of Osteopathic Examination in the limited specialty category of "Lumbar Spine – AP/PA and Lateral Lumbar Spine only," a certification by Criteria (Reciprocity based on another

profession) to practice as a chiropractic x-ray technologist may be granted.
(4) Application review and certification decisions shall be governed by rule 0260-03-.07.

0260-05-.06 FEES

| (4) The Chiropractic Therapy Assistant Fee Schedule | Amount |
|---|-----------------------------|
| (a) Application | \$ 150.00 100.00 |
| (b) Late Fee | \$ 100.00 |
| (c) Renewal | \$ 100.00 50.00 |
| (d) Reciprocity | \$ 150.00 |
| (e) Replacement Certificate | \$ 75.00 |
| (f) State Regulatory (biennial) | \$ 10.00 |

Add: (5) Dual License (Chiropractic Therapy Assistant and Chiropractic X-ray Technologist)

| | Amount |
|---------------------------------|-----------|
| (a) Application | \$ 100.00 |
| (b) Late Fee | \$ 100.00 |
| (c) Renewal | \$ 50.00 |
| (d) Reciprocity | \$ 100.00 |
| (e) Replacement Certificate | \$ 75.00 |
| (f) State Regulatory (biennial) | \$ 10.00 |

Add (6) Dual Licenses (Chiropractic Therapy Assistants and Chiropractic X-ray Technologists) - Persons who are licensed as a Chiropractic Therapy Assistant and Chiropractic X-ray Technologist at the same time shall pay according to the fees established for Dual Licenses. Persons who are licensed at separate times for these designations shall pay the application, initial license and state regulatory fee for that additional license, but only at the time of the application. After these initial applications, only one renewal and state regulatory fee will be required.

~~**0260-03-.08 EXAMINATION.** -The Board adopts as its own the limited permit examination of the American Chiropractic Registry of Radiologic Technologists as its certification examination. All applicants for certification will be required to successfully complete that examination. The Board adopts seventy percent (70%) as its passing score on that examination. Application to sit for that examination and any questions regarding the examination must be submitted directly to the examining agency and not to the Board.~~

Replace above paragraph for EXAMINATION with below numbers (1) and (2)

- (1) State Board Examination - Applicants for certification will be required to successfully complete a board-approved examination with a minimum score of seventy-five (75).
- (2) Examinations and re-examinations may be performed by a testing center or may be delegated as determined by the board.

0260-03-.10 SUPERVISION

(1) Individuals who are issued a certificate as a chiropractic therapy assistant must act only on orders by a Tennessee licensed physician or nurse practitioner.

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~~(3) Before being authorized to perform any chiropractic procedure or operate any equipment in a chiropractic physician's office, the chiropractic physician shall place a copy of the chiropractic therapy assistant's renewal certificate in his/her personnel file to prove the chiropractic therapy assistant being authorized has the appropriate certification required for either or both the procedure being performed and/or the equipment being used and that such certification is current.~~

(4 become 3)

The employing chiropractic physician(s), or a ~~chiropractic~~ chiropractic physician or nurse practitioner designated by the employing chiropractic physician(s) as a substitute supervisor, shall exercise close supervision and assume full control and responsibility for the services provided by any person certified under this chapter of rules employed in the chiropractic physician(s)' practice. This supervision, control and responsibility does not require the physical presence of the ~~chiropractic~~ chiropractic physician(s) or nurse practitioner at all times at the site where the services are being provided. However, it does require that the chiropractic physician(s) have his/her primary practice physically located within the boundaries of the state of Tennessee and that he/she be capable of being physically present at the site where the services are being provided within a reasonable amount of time.

0260-03-.12 CONTINUING EDUCATION

(1) Basic requirements-The Board of Chiropractic Examiners requires each certificate holder registered with the board to complete ~~six (6)~~three (3) clock hours of continuing education each calendar year.

~~(2) New certification requirements~~

~~(a) A two (2) clock hour Board approved course in risk management, sexual/professional boundaries, and Tennessee statutory and regulatory chiropractic jurisprudence must be taken within twelve (12) months prior to certification or within the first (1st) calendar year that continuing education is required. If taken prior to certification, the course must be an additional course beyond the regular chiropractic therapy assistant program. If taken after certification, the course shall not constitute part of the six (6) clock hour continuing education requirement in paragraph (1) of this rule. Those who are certified as both chiropractic X-ray technologists and chiropractic therapy assistants need only take this course once.~~

~~(b)~~

(Replace for 2) New certification by examination or reciprocity – New certificate holders, whether by examination or reciprocity, shall be exempted from the continuing education requirements of 0260-05-.12(1) for the calendar year in which they are certified, ~~but~~ must take the two (2) hour course as described above in 0260-05-.12(2)(a).

~~(1) Current certificate holder requirement – Before January 1, 2008 every certificate holder who has not already done so must submit satisfactory proof of having successfully completed, as part of the annual continuing education requirement, the two (2) hour course described in subparagraph (2) (a) of this rule. It is the Board's intent that the two (2) hour course described in subparagraph (2) (a) of this rule must be completed once by all certificate holders.~~

(4 become 3) Acceptable Continuing Education

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(a) To be acceptable continuing education, the course must be approved by the Board of Chiropractic Examiners. No prior approval is required for continuing education courses conducted by the American Chiropractic Association, the International Chiropractors Association, the Tennessee Chiropractic Association, or CPR training provided by the American Heart Association or the American Red Cross. No more than one (1) hour of credit will be granted for CPR training and courses.

(b) Whenever the Board decides that there is information that is crucial for certificate holders to have it may prepare and send that information to all continuing education providers in a format no larger than two (2) pages. All approved continuing education providers must, as a prerequisite to remaining an approved provider, reproduce and distribute this information from the Board to every certificate holder attending each of its individual continuing education courses or group of courses.

(5 become 4) Documentation

(a) Each certificate holder shall send proof of completion of the annual continuing education requirement to the board's administrative office so that it is received no later than January 15th of the year immediately following the end of each calendar year. Such proof may be transmitted electronically provided the board has capability for electronic receipt of proof. When proof is mailed to the board's administrative office, such proof must be one (1) or more of the following:

(6) ~~No~~ An option for continuing education credit ~~shall be awarded for multi-media~~ via approved distance learning hours or courses will be allowed only on even numbered years.

(7) (c) Training specifically related to policies and procedures of an agency except state statutes, rules and policies governing the practice as a Chiropractic X-Ray Technologist.

0260-03-.13 PROFESSIONAL ETHICS

(Add) Chiropractic X-Ray Technologists shall not engage in immoral, unprofessional, unethical, or dishonorable conduct.

After a presentation of the proposed revision to the rules, Dr. Cole called for comments. Mr. Sobowale suggested that following changes be made in the proposed revisions:

1. Rule 0260-03-.10 (1), Supervision, in the proposed revised rule for CXTs, reference to chiropractic therapy assistant should be changed to chiropractic x ray technologist.
2. Rule 0260-03-.12 (§ 3) (a), Continuing Education - Documentation, in the proposed revised rule for CXTs, reference to continuing education becoming due by January 15th of the year immediately following the end of each calendar year should either be struck or revised to match the amended language in board rules to be discussed at the upcoming rulemaking hearing which makes proof of continuing education due at the time of license renewal or upon request by the board.
3. Rule 0260-05-.12(§ 3) (a), Continuing Education - Documentation, in the proposed revised rule for CTAs, reference to continuing education becoming due by January 15th of the year immediately following the end of each calendar year should either be struck or revised to match the amended language in board rules to be discussed at the upcoming rulemaking hearing which makes proof of continuing education due at the time of license renewal or upon request by the board.

At the conclusion of his presentation, Dr. Cole solicited for comments on the proposed rules revisions. The Board decided to postpone further discussions on the rule proposals until the next board meeting.

Administrative Report

Ms. Zandra Pickett, Board Administrator, presented the administrative report. As of January 14, 2016, there were 1136 active Chiropractic Physicians licensees, 451 Chiropractic Therapist Assistants, and 111 Chiropractic X-Ray Technologists.

STATISTICAL REPORT

LICENSURE STATUS TOTALS FOR THE MONTHS OF
SEPTEMBER 14, 2015 THROUGH JANUARY 14, 2016

| Chiropractic Physician | |
|---|---------------------|
| New Applications Received - 33 | |
| New Licenses Issued -13 | Renewal Total- 195 |
| Reinstatements – 8 | Online Renewals- 97 |
| Licenses Retired- 12 | Paper Renewals- 98 |
| Failed to Renew/Expired - 17 | |
| | |
| Chiropractic Therapist Assistant | |
| New Applications Received - 11 | |
| New Licenses Issued- 10 | Renewal Total- 62 |
| Reinstatements- 2 | Online Renewals- 28 |
| Licenses Retired- 12 | Paper Renewals- 34 |
| Failed to Renew/Expired- 24 | |
| Chiropractic X-Ray Technologist | |
| New Applications Received - 2 | |
| New Licenses Issued- 3 | Renewal Total- 18 |
| Reinstatements- 0 | Online Renewals- 10 |
| Licenses Retired- 3 | Paper Renewals- 8 |
| Failed to Renew/Expired- 1 | |

For this reporting period, online renewals for Chiropractic Physicians constituted a usage rate of 50 %. For Chiropractic Therapist Assistants, it is 45 %, and for Chiropractic X-Ray Technologists, it is less than 56 %.

TSAC ORDERS – License suspension Orders for failure to pay student loans:

- Chiropractic Physician (DC) - 2
- Chiropractic Therapist Assistant (CTA) - 1
- Chiropractic X-Ray Technologist (CXT) - 0

TSAC ORDERS LIFTED– Orders to terminate license suspension:

Chiropractic Physician (DC) - 1
Chiropractic Therapist Assistant (CTA) - 0
Chiropractic X-Ray Technologist (CXT) -0

Child Support Orders

There was none to report.

Agreed Citation – Michael Royston, CTA License No. 685

Mr. Sobowale presented an Agreed Citation for Michael Royston, CTA. Mr. Royston practiced on a lapsed license. Mr. Royston agreed to pay civil penalties in the amount of \$250.00 for working on a lapsed license. Upon review by the Board, a motion was made by Mrs. Fitzgerald, seconded by Dr. Hosenfeld, to approve the Agreed Citation for Michael Royston, CTA #685. The motion carried.

CE AUDIT REPORT

Mrs. Lakita Taylor discussed the CE audit report and provided current data on the audit results. Upon review and discussion by the Board, a motion was made by Mrs. Fitzgerald, seconded by Dr. Cole, to accept submissions by licensees who submitted proof of their continuing education hours late after the January 15, 2016 grace period for the last audit period which ended December 31, 2015, and extend the audit until February 15, 2016. The motion carried.

2016 CONFERENCES

Upon a motion by Dr. Selby and seconded by Ms. Fitzgerald, the Board voted to send the following board members to FCLB's 90th Annual Educational Congress to be held in Phoenix, Arizona from April 27 - May 1, 2016: Dr. Cole would serve as the primary delegate to the FCLB meeting while Dr. Alexander was approved as the alternate delegate. For the NBCE meeting, Dr. Alexander would serve as the primary delegate and Dr. Cole would serve as the alternate. The Board also voted for approved administrative staff to attend the Council of Board Administrators meeting during the conference.

For the 2016 District Meeting to be held in September 15-18, 2016 in Nashville, Tennessee, the board would vote approval for any interested member to attend at a later meeting. The Board also postponed a vote to send any interested member to attend the following conferences until future meeting(s):

- 2016 Annual Educational Conference (CLEAR): 15 Sep - 17 Sep 2016, in Portland, OR
- Spring Part IV Exam: May 13, 14 & 15, 2016
- Part IV Test Committee Meeting: June 10 & 11, 2016
- Fall Part IV Exam: November 11, 12 & 13, 2016

2017 BOARD MEETING DATES:

Mrs. Pickett presented the 2017 board meeting dates as follows:

26 January, 2017
27 April, 2017
24 August, 2017
30 November, 2017

Upon a motion made by Dr. Hosenfeld and seconded by Dr. Amato, the board voted to ratify 2017 board meeting dates as presented, with a request to postpone the scheduled November 30, 2017 meeting date to the first week of December 2017, if available. The motion carried.

Correspondence Review

Dr. Tom Morgan, DC, submitted a letter requesting the board to accept her Alabama CE hours or grant an extension. Upon board discussion and review, a motion was made by Dr. Hosenfeld, seconded by Mrs. Fitzgerald, to deny accepting the Alabama CE hours but also to grant a 90 day extension for her to complete the delinquent hours. The motion carried.

Dr. Williem Kelly, DC submitted a letter requesting the board to accept additional 6 online hours or grant an extension. Upon board discussion and review, a motion was made by Mrs. Fitzgerald, seconded by Dr. Hosenfeld, to deny accepting the additional 6 online hours but also to grant a 90 day extension for her to complete the delinquent hours. The motion carried.

Dr. Russell Smith, DC, submitted a letter requesting the board to accept her submitted CE hours from Georgia. Upon board discussion and review, a motion was made by Dr. Selby, seconded by Dr. Hosenfeld, to deny accepting the Georgia CE hours but to also grant a 90 day extension to complete the delinquent hours. The motion carried.

Dr. David Arpin, DC, submitted a letter requesting the board to accept his CE hours from American College of Chiropractic Orthopedic. Upon board discussion and review, a motion was made by Dr. Cole, seconded by Dr. Selby, to deny accepting the American College of Chiropractic Orthopedic CE hours but to also grant a 90 day extension to complete the delinquent hours. The motion carried.

Dr. Alan Powers, DC, submitted a letter requesting the board to accept his CE hours from Batson Chiropractic Group. Upon board discussion and review, a motion was made by Dr. Hosenfeld, seconded by Mrs. Fitzgerald, to deny accepting the Batson Chiropractic Group CE hours but also to grant a 90 day extension for him to complete the delinquent hours. The motion carried.

Dr. Alex Vear, DC, submitted a letter requesting the board to accept his additional 6 online hours or grant an extension. Upon board discussion and review, a motion was made by Mrs. Fitzgerald, seconded by Dr. Selby, to deny accepting the additional 6 online hours but also to grant a 90 day extension to complete the delinquent hours. The motion carried.

Dr. Christopher Begeley, DC, submitted a letter requesting the board to grant an extension for him to complete his delinquent CE hours. Upon board discussion and review, a motion was made by Mrs. Fitzgerald, seconded by Dr. Selby, to grant a 90 day extension for him to complete the delinquent hours. The motion carried.

Dr. Lora Derr, DC, submitted a letter requesting the board to accept all her 24 CE hours that she had taken online, due to a medical condition. Upon board discussion and review, a motion was made by Mrs. Fitzgerald, seconded by Dr. Hosenfeld, to accept all her 24 online CE hours, due to stated reason. The motion carried.

Dr. Jennifer Smith, DC, submitted a letter requesting the board to accept the CE hours that she had completed in Greece. Upon board discussion and review, a motion was made by Dr. Selby, seconded by Mrs. Fitzgerald, to deny accepting the CE hours completed in Greece but also to grant a 90 day extension to complete the delinquent hours. The motion carried.

Dr. Jesse Dean III, DC, submitted a letter requesting the board to accept for his 2014 CE hours to be submitted with his 2015 CE hours for a total of 48 hours, due to a family hardship. Upon board discussion and review, a motion was made by Mrs. Fitzgerald, seconded by Dr. Hosenfeld, to accept his request that his 2014 CE hours be submitted with his 2015 CE hours to total 48 hours, due to stated reason. The motion carried.

Dr. Jessie Lange, DC, submitted a letter requesting the board to grant an extension for her to complete her delinquent CE hours. Upon board discussion and review, a motion was made by Mrs. Fitzgerald, seconded by Dr. Selby, to grant a 90 day extension for her to complete the delinquent CE hours. The motion carried.

Dr. Josh Renkens, DC, submitted a letter requesting the board to grant an extension for him to complete his delinquent CE hours. Upon board discussion and review, a motion was made by Mrs. Fitzgerald, seconded by Dr. Selby, to grant a 90 day extension for him to complete the delinquent CE hours. The motion carried.

Dr. Derek Leist, DC, submitted a letter requesting the board to grant an extension for him to complete his delinquent CE hours. Upon board discussion and review, a motion was made by Mrs. Fitzgerald, seconded by Dr. Selby, to grant a 90 day extension for him to complete the delinquent CE hours. The motion carried.

Ms. Gloria Hansen, CTA, submitted a letter requesting the board to grant an extension to complete her application for CTA certification. She needed more time for her to pass the CTA examination within the 12 months deadline. Upon board discussion and review, a motion was made by Dr. Hosenfeld, seconded by Mrs. Fitzgerald, to grant her a 30 day extension to complete the application. The motion carried.

Ms. Bamfield Bamfield, CTA, submitted a letter requesting the board to grant an extension for her to complete her application for CTA certification. She needed more time to complete the requirements for CTA certification with the 12 months deadline. Upon board discussion and

review, a motion was made by Dr. Hosenfeld, seconded by Mrs. Fitzgerald, to grant a 30 day extension for her to complete the application. The motion carried.

Ms. Gayla Barham, CTA, submitted a letter requesting the board to grant an extension to complete her delinquent 2015 CE hours and submit with her 2016 CE hours, due to a medical condition. Upon board discussion and review, a motion was made by Dr. Cole, seconded by Dr. Hosenfeld, to grant a 90 day extension for her to complete her delinquent 2015 CE hours. The motion carried.

Dr. Nicholas Circolone, DC, submitted a letter requesting the board to accept his CE hours from American College of Chiropractic Orthopedic and/or to grant an extension to complete his delinquent 2015 CE hours. Upon board discussion and review, a motion was made by Dr. Selby, seconded by Dr. Cole, to deny accepting the CE hours from American College of Chiropractic Orthopedic but to also grant a 90 day extension to complete the delinquent hours. The motion carried.

D.O.T. Issue

Dr. Cole requested a continuance of discussion on this issue and requested that the D.O.T letter be placed on the Agenda for the next board meeting.

Social Media Policy

There was no discussion on this issue.

Adjournment

There being no other business, the meeting adjourned at 2:09 pm.

These minutes were ratified by the Board on April 21, 2016.