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Annual Report Fiscal Year 2016

BOARD OF CHIROPRACTIC EXAMINERS

July 2016



DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING

This Annual Performance Report is presented in accordance with Alaska Statute 08.01.070(1) and Alaska Statute 37.07.080(b). Alaska Statute 08.01.070(1) and Alaska Statute 37.07.080(b). Its purpose is to report the accomplishments, activities, and the past and present needs of the licensing program.

**ALASKA STATE BOARD OF CHIROPRACTIC EXAMINERS FY
2016 ANNUAL REPORT**

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**FY 2016 ANNUAL REPORT
IDENTIFICATION OF BOARD**

Board of Chiropractic Examiners – Alaska Statute 08.20. Five members are appointed by the Governor – four persons licensed under 08.20 and one public member.

<u>Board Member</u>	<u>Date Appointed</u>	<u>Term Expires</u>
Daniel Holt, D.C. Board President	March 1, 2009	March 1, 2017
Walter Campbell, D.C. Board Vice-President	March 1, 2010	March 1, 2018
Edward Barrington, D.C. Board Secretary	June 1, 2010	March 1, 2017
Jeffrey Reinhardt, D.C.	March 1, 2016	March 1, 2020
John Aderhold Public Member	March 1, 2016	March 1, 2020

ALASKA STATE BOARD OF CHIROPRACTIC EXAMINERS
FY 2016 ANNUAL REPORT
IDENTIFICATION OF STAFF

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FY 2016 ANNUAL REPORT NARRATIVE STATEMENT

The Board of Chiropractic Examiners consists of five members appointed by the governor. Our regulatory board acts as a governmental body under the authority of Alaska Statutes. Its purpose serves a dual role in protecting the public and promoting ethical and responsible practice. Our mission is to foster higher professional standards relative to the practice of Chiropractic in Alaska, consistent with the best interest of the health, welfare and safety of the public. We strive to protect the public without creating unnecessary barriers to qualified practitioners. Our Board is responsible for establishing minimum educational and competency standards as well as regulating Chiropractic practice within our state. Our Board continues to propose changes to update regulations as needed. We as a board are committed to providing efficient, effective regulatory oversight trying to guide our profession into the future. Our board welcomes the newly appointed board members: Dr. Jeffery Reinhardt from Sitka and public member John Aderhold from Homer. They are replacing Dr. Heston our past president and Christine Hill our previous public member.

During fiscal year 2016, our Board met September 18th, 2015 in Anchorage, October 8th, 2015 teleconference meeting, January 22nd, 2016 in Juneau and May 20th, 2016 in Fairbanks. . At these meetings in addition to our regular board business, we offer the State jurisprudence written examination followed by an oral interview with all candidates. It's the opinion of our Board that these interviews and the direct interaction with the new applicants help assist new licensees with proper Chiropractic core methodologies and to remain consistent with our state's statutes and regulations. Other Board business involves ratifying new licenses, updating regulations, working with the investigative unit when necessary, and staying abreast of emerging national trends and issues in our profession so we can remain proactive in our regulatory authority. Between meetings, we remain busy with evaluating license applications, reviewing and approving continuing education courses. Our Board examined and licensed 23 Chiropractors during FY 2016.

Due to a deficit in our budget reserves for the Board of Chiropractic, we have elected to increase the annual fees associated with re-licensure. On May 20th, 2016 the board adopted the division's recommendations to increased fees with the exception of the Peer Review Committee fee which will stay the same.

Our licensing examiner; Laura Carrillo continues to provide our board with outstanding support as she keeps us well informed, on task and fields the lion's share of questions from the public and candidates. She is an asset to our board and performs her duties in an exemplary manner.

The Board continues to participate with the Federation of Chiropractic Licensing Boards (FCLB), the Association of Chiropractic Board Administrators (ABCA), and the National Board of Chiropractic Examiners (NBCE). Attendance at these national meetings allows the Board and staff to be aware of issues concerning the practice of Chiropractic nationally, and to participate in programs involving licensing requirements, professional standards, public protection, regulation, and discipline. Participation in these administrative programs allows the Board to share common concerns, problems, and solutions with other state licensing boards and to participate in programs involving licensure, continuing education, and ethics. Our Board's budget is able to fund these meetings and the out of state travel expense required for participation from our licensing fees.

Our Board has a Peer Review Committee that functions as a utilization review to determine the sensibility or appropriateness of care provided, fees charged or costs for services rendered by a licensee to a patient. The PRC is advisory to our Board and consists of four members, three Chiropractors and one public member. We encourage anyone with complaints about Chiropractic services to request a Peer Review providing there is no criminal component of the complaint. This is more cost effective for our Board and profession than filing a complaint with Division's Investigative Unit. Our Board plays a quasi-judicial role in disciplining licensees for infractions of state statutes and regulations and in most cases we prefer policing our own profession.

Our board was excited to see the passage of SB69. Senate Bill 69 (SB69) was signed into law at 9:30 am by Governor Bill Walker on Tuesday, May 17, 2016! This marks the first time since 1988 the Chiropractic Statues in Alaska have been modified. To all who shared a part in the passage of this bill, Thank You! Special recognition goes out to Senator Stoltze and his staff member: Brandon Brefczynski, Our Lobbyist: Jeff Logan and the ACS board: President Dr. Todd Curzie, Vice-President Dr. Kelly Ryan, Secretary Dr. Joel Adkins, Treasurer Dr. John Pairemore - and the entire Legislative Committee, chaired by Dr. Edward Barrington.

In the future, I would hope that it would not take an extensive amount of time to pass legislation in order to gain the authority to change our regulations. The Board, however, appreciates the time and effort our supportive legislators have dedicated to the advancement of this profession. There are other changes that need to be addressed in our regulations and hopefully this can be done in a more expedient and cost conscience way.

I would also like to thank Dr. Heston as past president of the board of Chiropractic for his 8 years of service. The stability and direction he provided this board even when faced with frequent changes in chiropractic examiners is to be commended.

As a Board, we strive to protect the public while remaining vigilant of newly emerging trends involving the practice of Chiropractic and to be proactive when we anticipate the need for regulation. We are in rapidly changing times and it is extremely important that we stay current with technology, national trends, and professional issues as they develop. Staying informed as a Board is vital to our profession. It is imperative that we have active involvement with the national organizations such as the NBCE and the FCLB, and our local state society, the ACS. This involvement allows us to meet the needs of our profession as we move forward.

Respectfully Submitted,

Daniel W. Holt, D.C.
President of the Alaska Board of Chiropractic Examiners

**FY 2016 ANNUAL REPORT BUDGET RECOMMENDATIONS
FOR FY 2017**

TRAVEL REQUESTS: All travel requests must be ranked in order of the board's priority. Provide the best estimates based on past actuals and seasonal trends in travel, such as summer hotel rooms or increased fuel costs. Calculate on full costs and note any third-party fiscal offsets. Expand the tables below as needed.

Board Meetings

Rank	Date	Location	# of Board Members	# of Staff	Total Estimated Cost (Total of airline, hotel, mileage, M&IE, parking, rental car, taxi, etc.)
1	October 2016	Anchorage, AK	5	1	\$3500.00
2	January 2016	Juneau AK	5	1	\$3,500.00
3	May 2016	Fairbanks AK	5	1	\$3,500.00

Travel Required to Perform Examinations

Rank	Date	Location	# of Board Members	# of Staff	Total Estimated Cost (Total of airline, hotel, mileage, M&IE, parking, rental car, taxi, etc.)
1	November 11-13, 2016	TBA	1	0	\$1600 (reimbursement)
	Description of meeting and its role in supporting the mission of the board: National Board of Chiropractic Examiners part 4 examination				
2	May 19-21, 2016	TBA	1	0	\$1600 (reimbursement)
	Description of meeting and its role in supporting the mission of the board: National Board of Chiropractic Examiners part 4 examination				

Out-Of-State Meetings and Additional In-State Travel

Rank	Date	Location	# of Board Members	# of Staff	Total Estimated Cost (Total of airline, hotel, mileage, M&IE, parking, rental car, taxi, etc.)	Total Potential Third-Party Offset
1	May 3-7 2017	Orlando Florida	2	1	\$9000	direct
	Description of meeting and its role in supporting the mission of the board: FCLB (Federation of Chiropractic Licensing Boards) and NBCE (National Board of Chiropractic Examiners) annual meetings					
2	October 13-16 2016	Colorado Springs, CO	1	0	\$1800	direct
	Description of meeting and its role in supporting the mission of the board: FCLB and NBCE district meetings					
3	June 2017	Greely, CO	1	0	\$1600	direct
	Description of meeting and its role in supporting the mission of the board: NBCE part 4 test committee					
	Description of meeting and its role in supporting the mission of the board:					

NON-TRAVEL BUDGET REQUESTS

Dues/Memberships/Resources/Online Training/Teleconferences

Provide details of the budgetary request. Break down into specific events, where applicable.

**ALASKA STATE BOARD OF CHIROPRACTIC EXAMINERS
FY 2015 ANNUAL REPORT
BUDGET RECOMMENDATIONS FOR FY 2016 CONTINUED**

1	Product or service:	Provider:	Cost per event:
	Annual Membership Dues	Federation of Chiropractic Licensing Boards	\$880.00
Description of item and its role in supporting the mission of the board:			
2	Product or service:	Provider:	Cost per event:
	Meeting Fees	Federation of Chiropractic Licensing Boards	\$450x3, \$1350
Description of item and its role in supporting the mission of the board:			

Other Items with a Fiscal Impact:

1	Product or service:	Provider:	Cost per event:
Description of item and its role in supporting the mission of the board:			
2	Product or service:	Provider:	Cost per event:
Description of item and its role in supporting the mission of the board:			

Summary of FY17 fiscal requests

Board Meetings	\$10,500
Travel for Exams	\$4800
Out-Of-State and Additional In-State Travel	\$10,800
Dues/Memberships/Resources/Online Training/Teleconferences	\$880
Total Potential Third-Party Offset	_\$4800
Other (meeting fees)	\$2430
Total Requested:	\$23,810

RECOMMENDATIONS FOR FY 2017
(Approved and adopted during the meeting of May 20th, 2016)

RESOLVED to approve Goal 7, *“The Board will endeavor, through the legislative process, to add the Board of Chiropractic Examiners to relevant centralized and non-centralized statutes that enhance the profession and its administrative efficiency.*

- Objective 1:** The Board will pursue authority to utilize National Criminal History Record checks under AS 12.62.200, and will pursue similar authority under AS 08.20.
- Objective 2:** The Board will pursue inclusion into AS 08.01.050(d) for the purpose of providing licensed chiropractors the resources needed to address abuse of alcohol, drugs, or other substances.

ALASKA STATE BOARD OF CHIROPRACTIC EXAMINERS FY 2016 ANNUAL REPORT

GOALS AND OBJECTIVES FOR FY 2017

List the board's FY16 goals and objectives that were met:

Goal 1: Carry out assigned duties of the board:

- Objective 1:* Conduct a minimum of three board meetings a year and rotate the location of the meetings between different regions of the state.
- Objective 2:* Continue licensing chiropractic physicians and processing applications in a timely manner.
- Objective 3:* Review investigative reports, monitor disciplinary actions and provide professional direction to Division investigative staff regarding disciplinary actions, probation matters, criminal history record information and chiropractic practice.
- Objective 4:* Utilize the National Board of Chiropractic Examiners (NBCE) Special Purposes Examination for Chiropractic (SPEC) and Ethics & Boundaries Examination (E&B) in memorandum of agreements.
- Objective 5:* Continue to review and process requests for continuing education credit approval in a timely manner.
- Objective 6:* Continue to administer the jurisprudence exam concurrent with Board meetings and to include candidate interviews as part of the examination.

Goal 2: Provide information regarding board activities to the profession and the public.

- Objective 1:* Inform all licensees of any pending regulation changes in the customary manner.
- Objective 2:* Provide a public comment period at each meeting.
- Objective 3:* Address concerns presented by licensees and the public at each meeting.
- Objective 4:* Provide copies of agendas and/or minutes of the meetings to all who request them.
- Objective 5:* Continue to work with other licensing boards, at both the district and national level.
- Objective 6:* Continue to address the reporting requirements for domestic violence and sexual assault.
- Objective 7:* Support efforts to educate the public regarding the benefit of chiropractic care as a health care form.
- Objective 8:* Raise awareness regarding public health, emergency training, hazardous materials and OSHA requirements.
- Objective 9:* Ensure current information is available on the Board website through regular updates by staff and regular monitoring by Board members.

Goal 3: Continue affiliation with the Alaska Chiropractic Society (ACS) to work cooperatively in the best interest of the profession and the public.

- Objective 1:* Encourage regular Alaska Chiropractic Society (ACS) participation at Board meetings.
- Objective 2:* Support the Alaska Chiropractic Society (ACS) in its efforts to provide information to the profession and the public.
- Objective 3:* Support the Alaska Chiropractic Society (ACS) in its efforts in pursuing statutory changes relevant to the profession and public safety.
- Objective 4:* ~~Support the Alaska Chiropractic Society (ACS) in pursuing statutory authority for licensing chiropractic assistants, technicians and interns/preceptors.~~
- Objective 5:* Support the Alaska Chiropractic Society (ACS) in its efforts in pursuing a statutory change to allow for animal chiropractic in cooperation with the Veterinary Board.

Goal 4: Access and evaluate regulations.

- Objective 1:* Continue to assess and evaluate continuing education requirements.
- Objective 2:* Continue to assess and evaluate radiological safety, professional ethics and boundaries, public health and emergency training.
- Objective 3:* Proactively make recommendations through regulations to anticipate changes in the health industry.

Goal 5: Assess and evaluate the review process available through the Peer Review Committee.

- Objective 1:* Refine procedures for committee review of cases and the reporting process; consider establishing criteria (guidelines) for utilization review under 12 AAC 16.430.
- Objective 2:* Direct review inquiries to the committee.
- Objective 3:* Keep the committee roster fully staffed with three chiropractors and one public member at all times.

Goal 6: Continue affiliation with the Federation of chiropractic Licensing Boards (FCLB), the National Board of Chiropractic Examiners (NBCE), the Association of Chiropractic Board Administrators (ACBA), and the Council on Chiropractic Education (CCE), as well as the Council on Licensure, Enforcement and Regulation (CLEAR) and the Federation of Associations of Regulatory Boards (FARB):

- Objective 1:* Promote attendance of Board members and staff at district and annual meetings of the FCLB and NBCE in order to provide input and obtain information at both national and state levels regarding matters impacting Alaska Chiropractors.
- Objective 2:* Work with the FCLB on maintaining a listing of Alaskan Chiropractors on the National Database (CIN-BAD).
- Objective 3:* Promote attendance of Board members at the semi-annual NBCE Part IV Examinations and Part IV Examination Review committee meetings of the NBCE to provide input and obtain information on the Exams required for chiropractic licensure in Alaska.
- Objective 4:* Promote attendance of the Licensing Examiner at the annual meetings of the ACBA and FCLB to provide input and obtain information at both national and state levels regarding matters impacting the regulation and licensure of Alaskan Chiropractors.
- Objective 5:* Promote attendance by Board members and staff at the annual CLEAR and/or FARB conferences.

List the board's FY17 goals and objectives. Include any strengths, weaknesses, opportunities, and threats, as well as any resources needed:

Goal 1: Carry out assigned duties of the board:

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**ALASKA STATE BOARD OF CHIROPRACTIC EXAMINERS FY 2016 ANNUAL REPORT
SUNSET AUDIT RECOMMENDATIONS**

Date of last Legislative Audit: July 24, 2013

Board sunset date: June 30th, 2022

Audit Recommendation #1: The Office of the Governor should make board appointments in compliance with statutory requirements.

Action taken:
Next Steps:
Date completed:

Audit Recommendation #2: The Division of Corporations, Business and Professional Licensing's director should continue efforts to improve the investigative case management system's integrity and confidentiality.

Action taken:
Next Steps:
Date completed: