



Alaska Board of Massage Therapists -June 2022 Regular Board Meeting

Alaska Division of Corporations, Business and Professional Licensing
State Office Building, Juneau, Alaska
Jun 16, 2022 9:00 AM - Jun 17, 2022 4:00 PM AKDT

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In the previous meeting the board voted to remove the requirement that CE not be required	

during the concluding license period. In addition to this regulation project, does the board want to deal with outdated and confusing "grandfathered" regs ? (On or before July 1, 2015...On or before...on or after....) to clarify what the requirements are now, since all the dates are now past.

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29. Adjourn	

Office of Governor
MIKE DUNLEAVY

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Roster

Board of Massage Therapists

NAME	APPOINTED	REAPPOINTED	EXPIRES
Endle, Julie (Palmer) Public	01/22/2019	03/01/2021	03/01/2025
Motz, Jill (Wasilla) Licensed Massage Therapist	01/23/2017	03/01/2018	03/01/2022
[REDACTED] [REDACTED]	[REDACTED]		[REDACTED]
Shew, Kelli (Chugiak) Licensed Massage Therapist	02/24/2022		03/01/2025
Tri, Kristin (Eagle River) Licensed Massage Therapist	03/02/2020		03/01/2024

[Board Fact Sheet](#)



Alaska Board of Massage Therapists -June 2022 Regular Board Meeting

Alaska Division of Corporations, Business and Professional Licensing
Jun 16, 2022 at 9:00 AM AKDT to Jun 17, 2022 at 4:00 PM AKDT

State Office Building, Juneau, Alaska

Meeting Details:

<https://us02web.zoom.us/j/89337860618?pwd=b3ZpeXhkQmo3M3g5RXZaNEcwaVpqdz09>, 1 408 638 0968

Meeting ID: 893 3786 0618

Passcode: 525941

Agenda

June 16, 2022

- | | |
|--|----------|
| 1. Roll Call 9:00 - 9:05 | 9:00 AM |
| 2. Review/Approve Agenda | 9:05 AM |
| 3. Ethics Review/Disclosure | 9:10 AM |
| 4. Discussion of minutes going forward | 9:20 AM |
| 5. Best way to distribute information on CE requirements | 9:30 AM |
| 6. Masking requirements | 9:45 AM |
| 7. Credentials based licensing and AS 08.61.020(5) . Deciding which states are equivalent to speed licensing. | 10:00 AM |
| 8. Break | 10:30 AM |
| 9. Discussion of cleaning up 12 AAC 79.210 to avoid date confusion. | 10:40 AM |
| 10. Division Update
Presenter: Melissa Dumas | 11:00 AM |
| 11. Pre-flight education to review needed remedial hours for credentials/exam or alternate route (rolfing) licenses? | 11:30 AM |
| 12. Lunch | 12:00 PM |
| 13. Public Comment | 1:00 PM |
| 14. Investigations | |
| A. Investigative Report | 1:15 PM |
| B. Board investigations training | 1:25 PM |

C. Executive session	1:40 PM
15. Issuing licenses before background check is returned	3:10 PM
16. Random Audit process	3:55 PM
17. Day 1 Adjourn 4:30 p.m.	4:30 PM
June 17, 2022	
18. Day 2 Convene 9:00 a.m. Roll Call	9:00 AM
19. Board consideration of hardship exemptions for CE	9:05 AM
20. Annual Report process	9:35 AM
21. Application Review Process/Reviewing Board Member roles	9:50 AM
22. Application Review	10:35 AM
A. J.W 107435 reinstatement	
B. Tabled random Audit - C.C-B	
23. SB 21 Regulations Progress	11:30 AM
24. Massage school education requirements reg project progress	11:55 AM
25. CE during concluding period reg project progress	
26. Website FAQ review	12:05 PM
27. Day 2 Lunch	1:05 PM
28. Administrative Business	
A. Review/ Approve Minutes	2:05 PM
B. Review Previous Task List	2:15 PM
C. Correspondence	2:20 PM
29. Adjourn	



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

State	Designation	Education Hours	Initial Curriculum Requirements	Approved Schools
Alabama	License (LMT)	650	<ul style="list-style-type: none"> 100 hours of anatomy and physiology to include 35 hours of myology, 15 hours of osteology, 10 hours of circulatory system, and 10 hours of nervous system, with the remaining 30 hours to address other body systems at the discretion of the school; 40 Hours of pathology 250 hours of basic massage therapy, the contradistinctions of massage therapy, and related touch therapy modalities, to include a minimum of 50 hours of supervised massage; 50 hours to include business, hydrotherapy, first aid, cardiopulmonary resuscitation, and professional ethics; and 210 hours of electives to be determined by the school. <p><i>Ala. Admin. Code r. 532-x-3-.01</i></p>	<p>Schools must apply for approval from the board of massage therapy and must meet requirements set forth in rule.</p> <p>List of board approved schools is available on the website: http://www.almtbd.state.al.us/licensee.aspx</p>
Alaska	License (LMT)	500	<p>500 hours of in-class supervised instruction and clinical work from an approved massage therapy school (increasing to 625 on July 1, 2019). Curriculum not otherwise specified.</p> <ul style="list-style-type: none"> - CPR certification - 4 hours of safety education in blood borne pathogens and universal precautions (reducing to 2 hours on July 1, 2019). <p><i>12 AAC 79.100 (2)(A), (4), (5)</i></p>	<p>Schools must be recognized by one of the following accrediting/credentiaing agencies:</p> <p>National- COMTA State- Equivalent to the Alaska Commission on Postsecondary Education</p>
Arizona	License	700	<p>- 700 classroom and clinical hours of supervised instruction at a Board recognized school. No curriculum requirements listed.</p> <p><i>R4-15-201</i></p>	<p>State Board recognizes and approves schools that are accredited to offer massage therapy education by an agency recognized by the Department of Education.</p>
Arkansas	License	500	<p>(e) The department may certify the school and provide for licensure thereof if the school follows a curriculum consisting of not fewer than five hundred (500) hours of in-classroom instruction over a term of not fewer than four (4) months consisting of the following subjects:</p> <ol style="list-style-type: none"> (1) One hundred seventy-five (175) hours of anatomy, physiology, pathology, and contraindications to massage therapy; (2) Two hundred twenty-five (225) hours of technique; (3) Twenty-five (25) hours of hydrotherapy, electrotherapy, and heliotherapy; (4) Twenty-five (25) hours of hygiene and infection control; (5) Twenty-five (25) hours of massage therapy law, business management, and professional ethics; and (6) Twenty-five (25) hours of related subjects as approved by the department <p><i>Ark. Code Ann. §17-86-306 (2015)</i></p>	<p>Schools must be approved by Board and be granted a certificate of licensure in accordance with board rules.</p>



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

California	Voluntary Certification	500	<p>(2) The applicant has successfully completed the curricula in massage and related subjects totaling a minimum of 500 hours, or the credit unit equivalent, that incorporates appropriate school assessment of student knowledge and skills.</p> <p>(A) Of the 500 hours, a minimum of 100 hours of instruction shall address anatomy and physiology, contraindications, health and hygiene, and business and ethics.</p> <p>(Chapter 406) 4604.</p> <p>5 E (a) Of the 100 supervised hours, the following shall apply:</p> <ul style="list-style-type: none"> 64 hours of anatomy and physiology 13 hours of contraindications 5 hours of health and hygiene 18 hours of business and ethics <p>CAMTC Policies and Procedures for Approval of Schools, Approved and Effective 2/22/2018</p>	<p>Schools must be approved by both CAMTC and BPPE. List of schools currently approved by CAMTC available on website: https://www.camtc.org/schools/</p>
Colorado	License	500	<p>A massage therapy program that consists of at least five hundred total hours of course work and clinical work from an approved massage school</p> <p>Colo. Rev. Stat. §12-35.5-107</p> <p>An applicant for licensure must have successfully completed at least five hundred (500) total hours of course work and clinical work from an approved massage school.</p> <p>Rule 2 (B)</p> <p>Student massage therapists may practice massage therapy only under the immediate supervision of a massage therapist holding a valid and current license.</p> <p>Rule 6 (B)</p>	<p>School must have valid certificate of approval from the Division of Private and Occupational Schools -or-</p> <p>A massage therapy educational program certified by the Colorado Community College Systems -or-</p> <p>A massage therapy education program that is accredited by a nationally recognized accrediting agency published by the US Department of Education</p>
Connecticut	License	500	<p>"a course of study of not less than five hundred (500) classroom hours with the instructor present." No curriculum specified.</p> <p>Conn. Gen. Stat. Ann. §20-206b</p>	<p>School must hold a current school code assigned by NCBTMB and was accredited by either an agency recognized US Department of Education or accredited by COMTA.</p>
Delaware	License (Tier 1) OR Certification (Tier 2)	Tier 1: 500 Tier 2: 300	<p>(2) Has completed 500 hours of supervised in-class study as a student in a school which trains massage or bodywork therapists, or as a student in an approved program of massage or bodywork therapy; the school or program of training must include a curriculum of no less than:</p> <ul style="list-style-type: none"> a. 100 hours of anatomy and physiology; b. 300 hours of technique and theory of massage or bodywork therapy; c. 75 hours of elective courses in the field of massage therapy; d. 25 hours of ethics, law and contraindications; 	<p>Schools must receive board approval meeting the required minimum curriculum. Title 24 § 5308-(a) 2</p>



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

			<i>Del. Code Ann. Tit. 24 § 5308</i> Has completed 300 hour course of supervised in-class study of massage, including: <ul style="list-style-type: none">▪ 60 hours anatomy and physiology▪ 140 hours of theory and technique▪ 75 hours of elective courses in field of massage▪ 25 hours of ethics, law and contraindications <i>Del. Code Ann. Tit. 24§5309</i>																							
District of Columbia	License	500	Successfully completed a minimum of five hundred (500) hours of in-class training. <i>D.C. Mun. Regs. tit. 17 §7502.2</i> Of the minimum 500 hours of in-class training required by ss 7502.2 a minimum of: <ul style="list-style-type: none">▪ 100 hours anatomy, physiology, and kinesiology.▪ The remaining 400 hours shall include a majority of hours in massage therapy theory and practice, as well as discretionary related course work including but not limited to professional ethics, business practices, health and hygiene, contraindications of massage, cardiopulmonary resuscitation (CPR) and first aid.▪ At least 3 of the hours shall be in professional ethics <i>D.C. Mun. Regs. tit. 17 §7502.4 & 7502.2</i>	Schools must be licensed by the District of Columbia Educational Licensing Commission, or, at the discretion of the Board, by the educational licensing authority of another state. Schools must also have an additional accreditation by COMTA.																						
Florida	License	500	(1)(b) Offer a course of study that includes, at a minimum, the 500 classroom hours listed below, completed at the rate of no more than 6 classroom hours per day and no more than 30 classroom hours per calendar week: <table><thead><tr><th>Course of Study</th><th>Classroom Hours</th></tr></thead><tbody><tr><td>Anatomy and Physiology</td><td>150</td></tr><tr><td>Basic Massage Theory and History</td><td>100</td></tr><tr><td>Clinical Practicum</td><td>125</td></tr><tr><td>Allied Modalities</td><td>76</td></tr><tr><td>Business</td><td>15</td></tr><tr><td>Theory and Practice of Hydrotherapy</td><td>15</td></tr><tr><td>Florida Laws and Rules</td><td>10</td></tr><tr><td>Professional Ethics</td><td>4</td></tr><tr><td>HIV/AIDS Education</td><td>3</td></tr><tr><td>Medical Errors</td><td>2</td></tr></tbody></table> <i>Fl. Admin. Code Ann. R. 64B7-32.003</i>	Course of Study	Classroom Hours	Anatomy and Physiology	150	Basic Massage Theory and History	100	Clinical Practicum	125	Allied Modalities	76	Business	15	Theory and Practice of Hydrotherapy	15	Florida Laws and Rules	10	Professional Ethics	4	HIV/AIDS Education	3	Medical Errors	2	Schools must be Board-approved, a list of approved schools can be found on their website: http://www.floridasmassagetherapy.gov/forms/mt-approved-schools.pdf
Course of Study	Classroom Hours																									
Anatomy and Physiology	150																									
Basic Massage Theory and History	100																									
Clinical Practicum	125																									
Allied Modalities	76																									
Business	15																									
Theory and Practice of Hydrotherapy	15																									
Florida Laws and Rules	10																									
Professional Ethics	4																									
HIV/AIDS Education	3																									
Medical Errors	2																									
Georgia	License	500	In order to be a Georgia Board recognized massage therapy education program, the program must have a minimum curriculum of five-hundred (500) total clock hours of supervised classroom and supervised hands-on instruction. For	Schools must be approved by the Board. Current list of approved schools found here:																						



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

			<p>purposes of this rule, "supervised" means the supervisor is physically on-site, qualified and immediately available. The minimum required subject matter and activities and the minimum required hours are as follows:</p> <ul style="list-style-type: none"> ▪ 125 hours of anatomy, physiology & kinesiology ▪ 40 hours of pathology ▪ 200 hours in massage therapy theory, technique and practice ▪ 125 hours of contraindications, benefits, universal precautions, body mechanics, massage history, client data collection, documentation, and legalities of massage, professional standards including draping, modesty, therapeutic relationships and communications. ▪ 10 hours in ethics and business, with at least 6 in ethics ▪ At least 50 but no more than 60 of the total 500 hours must be in supervised student clinic practice. <p><i>Ga. Comp. R. & Regs. §345-8-.01</i></p>	http://sos.ga.gov/PLBiacrobaticForms/50%20Reference%20-%2020Recognized%20Educational%20Programs%20in%20Georgia.pdf
Hawaii	License	570	<p>(a) The student program shall consist of not less than five hundred seventy hours. In addition, the student shall successfully complete a cardiopulmonary resuscitation training program.</p> <p>(b) The curriculum of the massage school shall contain the following:</p> <ul style="list-style-type: none"> ▪ 50 hours of anatomy, physiology, and structural kinesiology, ▪ 100 hours of theory and demonstration of massage ▪ 420 hours of practical massage training under the supervision of a teacher in a school setting <p><i>Haw. Code R. §16-8-48</i></p>	Schools must be approved by Department of Education, AMTA, or The Rolf Institute.
Idaho	License	500	<p>minimum of five hundred (500) in-class supervised hours of coursework and clinic work;</p> <ul style="list-style-type: none"> ▪ 200 hours in massage and bodywork assessment, theory and application, ▪ 125 hours in body systems, including anatomy, physiology, and kinesiology ▪ 40 hours in pathology ▪ 25 hours in business and ethics ▪ 110 hours must be clinical work. <p><i>Idaho Admin. Code r. 24.27.01.600</i></p>	Schools must be registered with the Idaho State Board of Education.
Illinois	License	600	<p>A minimum of 600 clock hours or its equivalent in credit hours of supervised classroom and supervised hands-on instruction. Required curriculum (but no requirement on hours in each subject) as shown below:</p> <ul style="list-style-type: none"> ▪ Anatomy, physiology, pathology & kinesiology ▪ Massage theory, technique and practice ▪ Contraindications, benefits, universal precautions, body mechanics, history, client data collection, documentation, ethics, business and legalities of massage, professional standards including draping and modesty, therapeutic relationships and communications. 	Approved programs must meet minimum criteria set forth by the board in rule.



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

			<i>Ill. Admin. Code tit. 68 §1284.20</i>	
Indiana	Certification* (licensure to be effective 183 days after rule promulgation)	500* (625 hrs per Indiana 2018 Public Law 180, effective with licensure)	Applicants for certification must have successfully completed a massage therapy school or program that requires at least five hundred (500) hours of supervised classroom and hands-on instruction on massage therapy. No specific curriculum is listed. <i>847 Ind. Admin. Code 1-3-2</i>	Indiana Code 25-21.8-4-2 specifies that School must be in good standing with state, regional, or national agency of government charged with regulating massage therapy schools or programs and is accredited by the state workforce innovation council. http://iga.in.gov/legislative/laws/2017/c/titles/25#25-21.8
Iowa	License	600	The applicant shall have graduated from a board-approved school that has a minimum of 600 hours of supervised academic instruction. <i>Iowa Code Ann. §152C.3</i> An approved curriculum shall include but not be limited to the following content areas: <ul style="list-style-type: none"> ▪ Fundamentals of massage therapy ▪ Clinical application of massage and bodywork therapies ▪ Client communication theory and practice ▪ Health care referral theory and practice ▪ Anatomy and physiology ▪ Kinesiology ▪ Pathology and skills in infection control, injury prevention and sanitation ▪ Iowa law and ethics ▪ Business management ▪ Wellness and healthy lifestyle theory and practice <i>Iowa Admin. Code r. 645-132.3</i> Students shall complete at least 200 hours of coursework in the content areas of fundamentals of massage and assessment that includes indications and contraindications for treatment prior to providing services to the public and beginning the clinical practicum. Included in this 200 hours will be a minimum of 100 hours in anatomy and physiology. The clinical practicum shall not exceed 120 hours of a 600 hour program. <i>Iowa Admin. Code r. 645-132.4, as amended by Iowa ARC 0288C, NOIA dated 8/22/2012</i>	School curriculum must meet board requirements set forth in rule.
Kansas	No State Regulation	--	--	--
Kentucky	License	600	a course of study consisting of a minimum of six hundred (600) hours of supervised instruction in a massage therapy training program approved by the board. <i>Ky. Rev. Stat. Ann. §309.358</i>	A "board-approved program" must submit an application and meet requirements set forth by the Board in 201 KY Admin. Reg. 42:080



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

			<p>Requirements for board approval of a massage therapy program include a curriculum statement showing clock hours devoted to each subject with the following minimums:</p> <ol style="list-style-type: none"> 1. 125 hours of anatomy, physiology, or kinesiology; 2. 200 hour course to include massage theory, techniques, and practice focusing on gliding strokes, kneading, direct pressure, deep friction, joint movement, superficial warming techniques, percussion, compression, vibration, jostling, shaking and rocking; 3. 2 hours of approach to the business of massage, specifically including contraindications, benefits, business, history, ethics, client documentation, legalities of massage, and modality courses designed to meet the school's specific program objectives; 4. 40 hours of pathology; and 5. additional 35 curricular hours <p><i>Ky. Rev. Stat. Ann. §309.363</i></p>	
Louisiana	License	500	<p>500 hours in-class supervised course of studies, including:</p> <ul style="list-style-type: none"> ▪ 325 hours of massage techniques and clinical practicum ▪ 125 hours anatomy and physiology ▪ 50 hours of related course work <p><i>La. Admin. Code tit. 46 §1101</i></p>	Schools must be licensed by the State Department of Education, as specified in the Administrative Procedure Act https://www.doa.la.gov/osr/APA.PDF
Maine	License	500	<p>500 supervised clock hours of classroom and clinical instruction.</p> <ul style="list-style-type: none"> ▪ Human Anatomy, Physiology, and Pathology (120 hours); ▪ Massage Therapy Theory, Techniques, and Practice; ▪ contraindications, benefits, universal precautions, body mechanics, business, history, ethics, and legalities of massage and professional standards regarding draping and modesty; and ▪ a minimum of 100 hours of supervised hands-on practice. <p><i>02-041-300 Me. Code R. §3</i></p>	Approved Massage Therapy Programs listed on board website: https://www.maine.gov/bfr/professionallicensing/professions/massage/index.html
Maryland	Tier 1: License Tier 2: Register	Tier 1: 600 & 60 college credit Tier 2: 600	<p>Classroom Training.</p> <p>(1) Of the minimum 600 hours classroom training required in Regulation .04A(8), B, and C(7) of this chapter:</p> <p>(a) At least 100 hours shall consist of:</p> <ol style="list-style-type: none"> (i) Anatomy; (ii) Physiology; (iii) Pathology; and (iv) Kinesiology; and <p>(b) The remaining 500 hours shall include a majority of hours in:</p> <ol style="list-style-type: none"> (i) Massage therapy theory; (ii) Technique; 	Schools can either be institutions of higher education as defined in § 10-101, or a massage program approved by the Board.



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

			<ul style="list-style-type: none"> (iii) Supervised practice; (iv) Professional ethics; (v) Professional standards; (vi) Business practices; (vii) Health and hygiene; and (viii) Contraindications of massage. <p>(2) Cardiopulmonary resuscitation (CPR) shall be included but do not count toward the 600-hour minimum. <i>Md. Code Regs. 10.65.01.07</i></p>		
Massachusetts	License	650	<p>650 classroom hours of supervised instruction at a Licensed Massage School.</p> <ul style="list-style-type: none"> ▪ 300 supervised classroom hours in massage theory and technique, 150 hours of which meet the definition of massage ▪ 100 hours of unpaid and supervised clinical <p>269 Mass. Code Regs. 3.01</p>	School is licensed by the Board after meeting minimum standards for training and curriculum, in accordance with Massachusetts General Law c. 13, § 22B-236.	
Michigan	License	625	<ul style="list-style-type: none"> ▪ 75 hours performing supervised massage in a student clinic (classroom instruction) ▪ 200 hours of massage and bodywork assessment, theory and application (classroom instruction) ▪ 125 hours on body systems that include anatomy, physiology and kinesiology (classroom or distance education) ▪ 40 hours of pathology (classroom or distance education) ▪ 25 hours of business, professional practice or ethics, with a minimum of 10 hrs ethics (classroom or distance education) ▪ 160 hours in area or related field (classroom or distance education) <p><i>Mich. Admin. Code r. 338.722</i></p>	<p>"School" means any of the following accredited or licensed institutions of higher education that meet the minimum standards and curriculum, in compliance with section 16148:</p> <ul style="list-style-type: none"> (i) A public or private community college, college, or university. (ii) A public or private trade, vocational, or occupational school. 	
Minnesota	No State Regulation	--	--	--	--



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

Mississippi	License	700	<p>completed a board-approved training program of not less than 600 hours of directly supervised in-class massage therapy instruction, and at least one hundred (100) hours of student clinic, in the following subjects:</p> <ul style="list-style-type: none"> 200 classroom hours in massage theory and practicum with at least 10 hours in legalities and MS massage law, 20 hours in history, benefits and contraindications, 100 hours in massage demonstration and supervised practice and 70 hours expanding on any or all of the previous 3 subject areas. 200 classroom hours in science of the human body, including 20 hours each in anatomy, physiology, myology/kinesiology, neurology, and pathology, plus 100 hours expanding on any of all of these subjects. 200 classroom hours in allied modalities, with at least 7 hours in eastern, European and western theory, 8 hours in CPR and first aid, 10 hours in charting and documentation, 25 hours in hydrotherapy and infrared heat, and 20 hours in referral methods, and 130 hours expanding on any of the previous subjects or on specifically named approaches. 100 classroom hours in supervised student clinic with at least 50 practical hands-on one-hour massage therapy sessions. <p>30-2501-4 Miss. Code R. §4.2</p>	<p>Massage schools must meet minimum standards for curriculum through the state board, as well as receive a national accreditation, such as from COMTA.</p> <p>MBMT lists currently approved schools on their website: http://www.msmbmt.ms.gov/SitePages/Schools.aspx</p> <p>No specific schools listed in rule or statute</p>
Missouri	License	500	<p>500 clock hours of supervised instruction which consisted of:</p> <ul style="list-style-type: none"> A. 300 clock hours dedicated to massage theory and practice techniques. B. 100 clock hours dedicated to the study of anatomy and physiology C. 50 clock hours dedicated to business practice professional ethics, hygiene and massage law D. 50 clock hours dedicated to ancillary therapies...The fifty (50) clock hours shall include but not be limited to CPR and first aid. <p>Mo. Code Regs. Ann. tit. 20 §2197-2.010 (F)</p>	<p>Schools must be either a Coordinating Board of Higher Education certified school, a Missouri Department of Elementary and Secondary Education approved vocational program or school, or other institution accredited by a regional accrediting commission recognized by the Department of Education. See more here: https://www.sos.mo.gov/cmsimages/edrules/csr/current/20csr/20c2197-2.pdf</p>
Montana	License	500	<p>(a) successfully complete a massage therapy program of a minimum of 500 hours of study that meets or exceeds the curriculum guidelines established by any program or organization accredited by the national commission for certifying agencies or its equivalent or successor... 37-33-502.</p> <p>(1) The National Certification Board for Therapeutic Massage and Bodywork is a program currently accredited by the National Commission for Certifying Agencies and its curriculum guidelines meet or exceed the requirements of 37-33-502, MCA. Those curriculum guidelines are as follows:</p> <ul style="list-style-type: none"> (a) 200 hours of in-class instructor-supervised massage and bodywork assessment, theory, and application instruction; (b) 125 hours of instruction on the body systems (anatomy, physiology, and kinesiology); 	<p>Schools must meet curriculum guidelines set forth by the NCBTMB. Other curriculum will be evaluated on a case-by-case basis by the state board. (Rule 24,155.605)</p>



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

Nebraska	License	1,000	<p>(c) 40 hours of pathology; (d) ten hours of business and ethics instruction (a minimum of six hours in ethics); and (e) 125 hours of instruction in an area or related field that completes the massage program of study. 24.155.605</p> <p>1,000 hours over a term of not less than 9 months, consisting of the following:</p> <ul style="list-style-type: none"> ▪ 100 hours in each of the following: <ul style="list-style-type: none"> ○ Anatomy ○ Health Service Management ○ Hydrotherapy ○ Hygiene and practical demonstration ○ Massage ○ Pathology ○ Physiology ▪ Remaining 300 hours in areas related to clinical practice of massage therapy. R. 81-002 (12) 	Must be licensed by the Board of Massage Therapy. Approved schools must be approved by the Department of Health and Human Services, Division of Public Health.
Nevada	License	550	<p>Schools must be approved by the Board and either licensed by the NV Commission on Postsecondary Education (NVCPE) or must be offered by a public college. A board recognized program of massage therapy shall require its pupils to complete a minimum of 550 hours of instruction in the following courses before receiving a certificate:</p> <ul style="list-style-type: none"> ▪ 125 hours in body systems including anatomy, physiology and kinesiology ▪ 220 hours in a classroom setting in assessment, theory and application instruction, which must include not less than 80 hours in clinical instruction ▪ 40 hours pathology ▪ 20 hours business ▪ 20 hours ethics ▪ 125 hours in other massage therapy courses with hands-on instruction 	Schools must be approved by the Commission on Postsecondary Education, be offered by a public college in this state or another state or be approved by the Board. The Board may recognize other massage therapy programs after a thorough investigatory process. NRS 640C.400
New Hampshire	License	750	<p>750 hours shall consist of the following course of study:</p> <ul style="list-style-type: none"> ▪ 150 hours: Anatomy & Physiology ▪ 375 hours: History, theory, practice, benefits, and contraindications of massage therapy, related modalities, and adjunct therapies within the scope of practice of a massage therapist, including Swedish massage and hydrotherapy ▪ 50 hours: Training in hygiene/sanitary practices, to include blood-borne pathogen standards. Adult CPR and first aid, documented by current certification in each area ▪ 50 hours: Health services management, business practices, and ethics of massage ▪ 125 hours of verifiably documented practical 	Education must be from a massage therapy school that meets specific requirements set forth in rule. NH Rules He-P 905.01



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

			<i>R. PART He-P 905</i>	
New Jersey	License	500	<p>500 hours shall include:</p> <ul style="list-style-type: none"> 90: anatomy, physiology, pathophysiology Ethics and law Theory & practice Electives directly related to massage 100 hours of supervised clinical practice <p><i>R. 13:37A-2.1</i></p>	Schools or programs must be approved by the board.
New Mexico	License	650	<p>650-hour program with the following minimum requirements:</p> <ul style="list-style-type: none"> 165 hours in anatomy, physiology, kinesiology and at least 40 hours of pathology 150 hours of training in massage therapy, including contraindications, with a minimum of 100 hours of hands-on training prior to clinical practicum 75 hours of general instruction, including business, hydrotherapy, and at least 30 hours of professional ethics, 4 hours of first aid, and 4 hours of CPR (online not allowed for CPR) Named electives, or other courses with prior board approval, with the clinical practicum not to exceed 150 hours <p><i>R. 16.7.4.12</i></p>	Schools and educational experience requirements are established by the board in rule.
New York	License	1,000	<p>1,000 hours of classroom instruction as follows:</p> <ul style="list-style-type: none"> 200 hours in anatomy, physiology, with at least 50 hours of neurology 150 hours of myology and/or kinesiology 100 hours general pathology 75 hours in hygiene, first aid, and other areas related to practice 150 hours in general theory and techniques 325 hours of additional instruction and student practice, with a minimum 150 hours of supervised student practice <p><i>NY Commissioner's Regulations §52.15</i></p>	Schools must be registered by the Department of Education, Article 155, § 7804.2. Schools may be offered at a degree-granting institution or by a school or institute of massage therapy that meets requirements set out in § 52.15
North Carolina	License	500	<p>500 classroom hours of supervised instruction:</p> <ul style="list-style-type: none"> 200 hours fundamental theory and practice, with at least 100 in the application of hands-on methods 100 hours in anatomy and physiology 15 hours of professional ethics and NC laws and rules 15 hours in business management practice 20 hours in psychological concepts related to massage 150 hours in other courses related to massage, with exempt practices up to 50 hours. <p><i>21 N.C. Admin. Code 30.0620</i></p>	<p>Schools must receive accreditation by an agency recognized by the Secretary of the United States Department of Education. §90-622(1), as well as approved by the state board, following program requirements outlined in NC AC Title 21, Ch. 30, Section .0601-3</p> <p>List of current board-approved schools can be found on website: http://www.bmbt.org/pages/School_List.html</p>



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

North Dakota	License	750	<p>Supervised classroom instruction:</p> <ul style="list-style-type: none"> 150 hours of anatomy, physiology and kinesiology 40 hours of pathology 10 hours of first aid and CPR 130 hours of massage therapy courses 175 hours of practical application and clinical practice <p>Additional curriculum that does not require supervised classroom instruction</p> <ul style="list-style-type: none"> 50 hours of business practices, career development and ethics 75 hours of clinical practice 120 hours of other courses directly related to massage therapy <p>N.D. Admin. Code 49-02-02-03</p>	Must either meet education requirements set forth by board, including submission of curriculum to the board by the school liaison on an annual basis or from a school that is accredited by a national or accrediting agency recognized by the US department of education.
Ohio	License	750	<p>a school's course of instruction shall</p> <ul style="list-style-type: none"> 325 hours of Anatomy and physiology; pathology; 325 hours of Massage theory and practical, including hygiene; 25 hours of Ethics, at least 10 of which shall be in a class dedicated exclusively to ethics. 25 hours of Business and law 50 hours in such other subjects as the board deems necessary and appropriate to massage therapy <p>Ohio Admin. Code 4731-1-16</p>	School must be certified and in good standing with the Ohio State Board of Medicine.
Oklahoma	License	500	<p>provides a certificate and certified transcript from a state-licensed massage school showing successful completion of at least five hundred (500) hours of formal education in massage therapy.</p> <p><i>Oklahoma ADC 175:20-5-1</i></p>	Massage school must be state licensed.
Oregon	License	625	<p>625 hours of certified classes:</p> <ul style="list-style-type: none"> 200 hours of anatomy, physiology and kinesiology 300 hours of massage theory and practical application, clinical practice, business development, communication and ethics, and sanitation. Additional 125 hours in anatomy, physiology, pathology, kinesiology, massage or bodywork theory and practical application, clinical practice, business development, communication, ethics, sanitation or hydrotherapy. <p><i>Or. Admin. R. 334-010-0005</i></p>	"certified class" means a class that is approved by the board and is offered: (a) By a person or institution licensed as a career school under ORS 345.010 to 345.450; (b) By a community college and approved by the Higher Education Coordinating Commission; (c) By an accredited college or university; or (d) In another state and licensed or approved by the appropriate agency in that state
Pennsylvania	License	-600	<p>600 hours of in-class instruction:</p> <ul style="list-style-type: none"> 175 contact hours in anatomy and physiology, kinesiology and pathology, including training in HIV and related risks At least 250 contact hours in massage therapy and bodywork assessment, theory and practice, including sanitation safety and hygiene 	Program approved by the PA board of massage, and must be regionally accredited college or university, PA private licensed school or its equivalent as determined by the board.



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

			<ul style="list-style-type: none"> 25 contact hours in professional ethics and business and law 150 contact hours in related courses appropriate to a massage therapy curriculum, including CPR Instruction may be didactic or clinical. <i>Pa. Code §20.11</i>		
Puerto Rico	License	1000	<p>The courses must include the following subjects applied to the Therapy Massage:</p> <p>Anatomy, Physiology, Clinical Pathology, Medical Terminology, History, Theory and Techniques of Massage Therapy integrated to knowledge Eastern and Western. Structural Kinesiology, Hydrotherapy, Ethics Professional, Cardiopulmonary Resuscitation Techniques (C.P.R.) Valid and Elective subjects that integrate the previously related disciplines. (2013 – translated from Spanish)</p>	<p>Massage school must be authorized by the official entities of the Commonwealth of Puerto Rico.</p> <p>(2013) This information may not be the most current.</p>	
Rhode Island	License	500	<p>Must graduate from/be certified by either</p> <p>(a) a school/program accredited by COMTA, or</p> <p>(b) an equivalent program</p> <p>An equivalent program includes the following curriculum:</p> <ul style="list-style-type: none"> 100 hours (theory) anatomy/physiology 300 hours theory and practice of massage therapy, applied anatomy/physiology, including 150 hours of the 300 to be practice of massage 100 elective subjects, including first aid, CPR, and any of the following: business practices/law, office procedures, ethics, professionalism <i>23-20.8-MA R.I. Code R. §3.2.2</i>	<p>School must be either accredited by COMTA or be deemed an equivalent education, in accordance with standards listed in the rules.</p>	
South Carolina	License	500	<p>Schools must be approved and have a curriculum that meets the standards set forth in regulation by the department.</p> <p>§40-30-110</p> <p>Approved schools are those that meet the minimum requirements set by the Commission on Higher Education.</p> <p><i>S.C. Code Ann. Regs.77-100</i></p> <p>No Outlined Curriculum in the Regulations</p>	<p>Approved schools are those found by the department to have met minimum qualifications set forth by the Commission on Higher Education.</p>	
South Dakota	License	500	<p>500 hours of classroom training as follows:</p> <ul style="list-style-type: none"> 125 hours of training in the body's systems and anatomy, physiology, and kinesiology 200 hours of training in massage and bodywork assessment, theory and application 40 hours of training in pathology 10 hours in business and ethics, with a minimum of 6 in ethics 	<p>A recognized facility is one of the schools listed in rule, is licensed or approved by the state board of massage therapy where the facility is located or, is accredited by an accrediting body recognized by the US department of education.</p> <p>According to § 20:76:08:01, the following schools are recognized:</p> <p>1.) Black Hills Health and Education Center</p>	



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

Tennessee	License	500	<ul style="list-style-type: none"> 125 hours in an area or related field that theoretically completes a massage program of study <i>S.D. Admin. R. 20:76:01:06</i> 	<ul style="list-style-type: none"> 2.) Headlines Academy 3.) National American University 4.) Pam's Massage School 5.) South Dakota School of Massage Therapy 6.) Sioux Falls Therapeutic Massage and Education Center 7.) Spring Bath House School of Massage Therapy
Tennessee	License	500	500 classroom hours of: <ul style="list-style-type: none"> 200 hours of sciences, including anatomy, physiology-western and/or eastern, kinesiology, pathology, HIV/AIDS and blood-borne pathogens, and hygiene 200 hours of basic massage theory and practice 85 hours of related subjects 10 hours of ethics 5 hours of TN massage statutes and regulations <i>Tenn. Comp. R. & Regs. 0870-02-.02</i> 	Massage therapy programs must be approved by the TN massage licensure board in accordance with standards listed in rule. Approved programs are listed on the board website.
Texas	License	500	satisfactorily complete massage therapy studies in a minimum 500-hour department approved course at a licensed massage school in which includes at least: <ul style="list-style-type: none"> 50 hours of anatomy 25 hours of physiology 200 hours of massage therapy technique and theory, with at least 125 hours dedicated to Swedish massage techniques 20 hours of health, hygiene, first aid, universal precautions and CPR 45 hours of massage laws and rules, business practices, and professional ethics standards 20 hours in hydrotherapy 50 hours in kinesiology 40 hours in pathology 50 hour internship program <i>16 Tex. Admin. Code §117.20</i> <i>Additional curriculum requirements apply. See regulations.</i>	Texas Department of Licensing and Regulation licenses massage schools in accordance with standards listed in rule.
Utah	License	600	Curricula must be either registered with the Utah Dept. of Commerce, Division of Consumer Protection, or be registered with an accrediting agency recognized by the US Dept. of Education. 600 hours minimum, including the following: <ul style="list-style-type: none"> 125 hours of anatomy, physiology & kinesiology 40 hours of pathology 285 hours of massage theory, massage techniques, including the 5 basic Swedish massage strokes, and hands on instruction 	Recognized school means a school located in a state other than Utah, whose students, upon graduation, are recognized as having completed the educational requirements for licensure in that jurisdiction. Accepts Apprenticeships under certain circumstances



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

			<ul style="list-style-type: none"> 35 hours of professional standards, ethics and business practices 15 hours of sanitation and universal precautions including CPR and first aid 100 hours in clinic Other related massage subjects as approved by the division in collaboration with the Board. <i>Utah Admin. Code r. 156-47b-302</i>		
Vermont	No State Regulation	--	--		--
Virginia	License	500	500 hours of training from a massage therapy program, certified or approved by the State Council of Higher Education; or an agency in another state, the District of Columbia or a United States territory that approves educational programs, notwithstanding the provisions of §23-1-226 of the Code of Virginia <i>18 VA. Admin. Code §90-50-40</i>		500 hours of training from a massage therapy program, certified or approved by the State Council of Higher Education; or an agency in another state, the District of Columbia or a United States territory that approves educational programs, notwithstanding the provisions of §23-1-226 of the Code of Virginia <i>18 VA. Admin. Code §90-50-40</i>
Virgin Islands	Regulation Passed/Waiting on Rules	--	--		--
Washington	License	500	Schools/Programs to be approved by the Board. 500 hours of actual instructional time, plus CPR certification <ul style="list-style-type: none"> 130 hours of anatomy, physiology, and at least 40 hours of kinesiology 50 hours of pathology 265 hours of theory and practice, with a maximum of 50 hours in student clinic, hydrotherapy must be included. 55 hours of clinical/business practices, to include hygiene, recordkeeping, medical terminology, professional ethics, business management, human behavior, client interaction, and state and local laws. <i>Wash. Admin. Code §246-830-430</i>	Schools/Programs to be approved by the Board. Approved schools listed on the board website. https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNe wReneworUpdate/MassageTherapist/EducationRequirements/Approved Schools	Accepts apprenticeships under certain circumstances.



Summary of Initial Education Curriculum Requirements for State Massage Therapy Licensure

West Virginia	License	500	<p>500 classroom hours of supervised instruction in:</p> <ul style="list-style-type: none"> 200 hours in fundamental theory and practice of massage and bodywork therapy, including a minimum of 100 hours in application of hands-on methods. 100 hours of anatomy and physiology 15 hours of professional ethics, and West Virginia laws and rules for the practice of massage and bodywork therapy 15 hours in business practices 20 hours in dynamics of the therapist/client relationships, communication skills and boundary functions 150 hours in other courses related to the practice of massage and bodywork therapy, which may include hands-on techniques, but which may not include CPR or first aid. <p><i>R. 7.1.2</i></p>	Requires education from a program or school approved by the WV Council for Community and Technical College Education or by a state agency in another state which meets NCBTMB qualifications. The Board of Massage approves individual programs.
Wisconsin	License	600	<p>An approved training program shall consist of 600 classroom hours:</p> <ul style="list-style-type: none"> 125 classroom hours in anatomy, physiology, pathology and kinesiology 50 classroom hours in business, law and ethics, with at least 6 classroom hours in the laws of this state and rules of the board 300 classroom hours of massage therapy or bodywork therapy, technique and practice, including 100 classroom hours of supervised hands-on practice 20 classroom hours in student clinic 5 classroom hours in CPR and first aid 100 classroom hours in additional massage therapy or bodywork course offerings meeting the objectives of the course of instruction. <p><i>Wis. Admin. Code MTBT §3.01</i></p>	Approved Training Program is either approved by the Wisconsin Educational Approval Board, is from a technical college established by statute or from an accredited school.
Wyoming	No State Regulation	--	--	--

State Massage Licensure & Renewal Requirements

State	Designation	Licensure Requirements				Reciprocity/Endorsement
		Educational Hours	Exam	CE/Renewal Cycle	Additional Requirements/Other Notes	
Alabama	License (LMT)	650	MBLEX, NCB Exam	16 CE hrs/2 years	<ul style="list-style-type: none"> Required to produce evidence of \$1,000,000 personal liability insurance coverage. 2 passport photos 	<ul style="list-style-type: none"> Other state must have standards of practice or licensure that are equal to or stricter than Alabama requirements.
Alaska	License (LMT)	500	MBLEX NCB Exam* If the exam took place before February 2015	16 CE hrs/2 years	<ul style="list-style-type: none"> Background check CPR certification 	<ul style="list-style-type: none"> Other state must be substantially equal to or greater than Alaska's requirements.
Arizona	License	700	MBLEX (not required if school is accredited in Arizona)	24 CE hrs/2 years *Max of 12 hrs online	<ul style="list-style-type: none"> The MBLEX is not required if the candidate has graduated from an accredited Arizona school. If the school is not accredited OR is an accredited school outside of Arizona, candidates must take the MBLEX exam. Background check 	<ul style="list-style-type: none"> Continuously licensed for last 5 years in a state with substantially similar standards, or Current certification from NCBTMB or other agency that meets NCCA standards and received education & training substantially similar to that required by Arizona.
Arkansas	License	500	MBLEX	18 CE hrs/2 years *Max of 6 CE hrs online	<ul style="list-style-type: none"> Background check TB Test 	<ul style="list-style-type: none"> May enter into reciprocal relationships with states that have substantially similar requirements.
California	Voluntary Certification	500	MBLEX (suspended till 2021)	No CE Required/2 years	<ul style="list-style-type: none"> Background check 	<ul style="list-style-type: none"> Applicant must meet California requirements Other state must meet or exceed California standards May give credit for comparable education from an unapproved school outside CA
Colorado	License	500	MBLEX	24 hours/2 years OR 400 hours of practice in a 1 year timeframe	<ul style="list-style-type: none"> Background check Obtain liability insurance 	<ul style="list-style-type: none"> Substantially equivalent standards Applicant submits proof of experience & competence
Connecticut	License	500	MBLEX	24 CE hrs/4 years *Max 6 CE hrs online	-	<ul style="list-style-type: none"> Must be licensed in another state, show proof of practice of massage for a least a year and MBLEX passage OR Must show graduation from nationally accredited school and MBLEX passage

State Massage Licensure & Renewal Requirements

	License (Tier 1) OR Certification (Tier 2)	Tier 1: 500 Tier 2: 300	Tier 1: MBLEx Tier 2: None	Tier 1: 24 CE hrs/2 years Tier 2: 12 CE hrs/2 years	Both tiers require CPR certification Background check	Must meet character and criminal background requirements for licensure Must have practiced continually for 2 years prior to application
Delaware						
District of Columbia	License	500	MBLEx	12 CE hrs/2 years *Max 6 CE hrs online	Background check	Different requirements for endorsement and reciprocity
Florida	License	500	MBLEx	24 CE hrs/2 years *Max 12 CE hrs online	Background check	Must be licensed and have practiced in another state with substantially similar requirements Must complete course on FL massage laws Completes MBLEx,
Georgia	License	500	MBLEx	24 CE hrs/2 years *Max 12 CE hrs online	Background check	Must have standards substantially equal to GA Must provide additional information
Hawaii	License	570	State Exam	No CE required/2 years.	Application requires proof of CPR certification by the American Red Cross or the American Heart Association.	Permits licensure by endorsement for military spouses
Idaho	License	500	MBLEx NCETM Other National Exams	6 CE hrs/1 year	–	Must have standards substantially equivalent to Idaho
Illinois	License	600	MBLEx	24 CE hrs/2 years *Max 12 CE hrs online	Background check	Must have substantially equivalent requirements at the time of licensure
Indiana	Voluntary Certification ¹	500	MBLEx NCB	No CE required ^{2/4} years.	Proof of professional liability insurance Background check	Must have credentialing standards at least as strict as Indiana
Iowa	License	600	MBLEx	12 CE hrs per year	Application requires proof of CPR certification by the American Red Cross, American Heart Association or the National Safety Council.	Must show licensing requirements similar to Iowa
Kansas	No State Regulation	–	–	–	–	–

¹ But see 2017 Indiana House Bill 1289, 120th Gen. Assem., Reg. Sess., (2017) (enacted) (transitions the state from voluntary certification to mandatory licensure beginning 183 days after the promulgation of licensure rules).

² See *id.*, requires 24 hours of continuing education every 4 years.

State Massage Licensure & Renewal Requirements

Kentucky	License	600	MBLEx NCB	24 CE hrs/2 years	Background Check	<ul style="list-style-type: none"> Must have standards at least as stringent as Kentucky's. Board may grant credit for initial education, experience and CE
Louisiana	License	500	MBLEx NCV	12 CE hrs/1 year	Background check	<ul style="list-style-type: none"> Requirements substantially conform to Louisiana standards and requirements
Maine	License	500	MBLEx (alt. to ed.)	No CE required/1 year	<ul style="list-style-type: none"> You are not required to complete both the education hours and the MBLEx. You are only required to complete one of them for licensure. Application requires proof of CPR certification. Background check 	--
Maryland	Tier 1: License Tier 2: Register	Tier 1: 600 & 60 college credit Tier 2: 600	MBLEx	Tier 1: 24 CE hrs/2 years Tier 2: 24 CE hrs/2 years	<ul style="list-style-type: none"> Application requires proof of CPR certification Candidate must take and pass a jurisprudence examination Background check 	<ul style="list-style-type: none"> Requires completion of educational requirements equivalent to the Board approved educational requirements in Maryland
Massachusetts	License	650	Not required	No CE required ³ /1 year	<ul style="list-style-type: none"> Proof of professional liability insurance of at least \$1,000,000 	<ul style="list-style-type: none"> Reasonably equivalent standards
Michigan	License	625	MBLEx or NCETMB	18 CE hrs/3 years	Background check	<ul style="list-style-type: none"> Substantially equivalent requirements
Minnesota	No State Regulation	-	--	--	--	--
Mississippi	License	700	MBLEx MSPLE NCETMB	12 CE hrs/1 year *Max of 5 CE hrs online	<ul style="list-style-type: none"> Application requires proof of CPR certification by the American Red Cross, American Heart Association or the American Safety and Health Institute Application requires proof of HIV/AIDS awareness training Candidate must pass jurisprudence exam Background check 	<ul style="list-style-type: none"> Substantially similar standards Must pass Mississippi state law exam
Missouri	License	500	(Statistically valid examination) MBLEx	12 CE hrs/2 years	<ul style="list-style-type: none"> Background check State/jurisprudence exam 	<ul style="list-style-type: none"> Substantially conform to Missouri requirements
Montana	License	500	MBLEx	12 CE hrs/2 years	--	<ul style="list-style-type: none"> State requirements must include curriculum breakdown required by Montana

³ Massachusetts statute permits continuing education for renewal (Mass. Gen. Laws ch. 112, §229 (2016)) but the Massachusetts Board has not yet promulgated a rule requiring it.

State Massage Licensure & Renewal Requirements

Nebraska	License	1,000	MBLEx NCETM ACE NCETMB	24 CE hrs/2 years *Max of 7 CE hrs online	-	<ul style="list-style-type: none"> Must meet NE requirements. Board may grant credit towards 1,000 hour education requirement for work experience and CE
Nevada	License	550	MBLEx	24 CE hrs/1 year	<ul style="list-style-type: none"> Background check 	<ul style="list-style-type: none"> Requirements at time of issuance of license must be substantially equivalent to NV requirements
New Hampshire	License	750	MBLEx	12 CE hrs/2 years	<ul style="list-style-type: none"> Application requires proof of CPR and First Aid certification 	<ul style="list-style-type: none"> Substantially equivalent requirements
New Jersey	License	500	MBLEx NCBTMB NCCAOM	20 CE hrs/2 years *Must maintain CPR cert. *Max of 6 CE hrs online	<ul style="list-style-type: none"> Application requires proof of CPR certification Background check 	<ul style="list-style-type: none"> Substantially similar education requirement
New Mexico	License	650	MBLEx NCETMB	16 CE hrs/2 years *Max of 8 CE hours online	<ul style="list-style-type: none"> State/ Jurisprudence exam Application requires proof of CPR and First Aid certification 	<ul style="list-style-type: none"> Education and examination requirements must be equivalent to NM requirements
New York	License	1,000	State exam	36 CE hrs/3 years *Max of 12 CE hrs online	<ul style="list-style-type: none"> Application requires proof of CPR certification. 	<ul style="list-style-type: none"> Two options for endorsement with varying levels of professional experience depending on education
North Carolina	License	500	MBLEx NCETMB NCETM ABTE	24 CE hrs/2 years *Max 12 CE hrs online	<ul style="list-style-type: none"> Background check 	<ul style="list-style-type: none"> Substantially equivalent requirements Must demonstrate proficiency in English language Provides pathway to licensure for practitioners from an unregulated state
North Dakota	License	750	MBLEx Other tests approved by board	24 CE hrs/2 years *Max of 10 CE hrs online	<ul style="list-style-type: none"> Application requires proof of CPR certification. Background check 	<ul style="list-style-type: none"> Requires active practice for 2 of last 3 years Required to pass Jurisprudence exam
Ohio	License	750	MBLEx	No CE required ⁴ /2 years	<ul style="list-style-type: none"> Background check 	<ul style="list-style-type: none"> Licensed for not less than 5 years preceding application
Oklahoma	License	500	MBLEx	5 CE hrs/1 years	<ul style="list-style-type: none"> Maintain liability insurance 	<ul style="list-style-type: none"> Must meet state requirements

⁴ The Ohio Board is in the process of promulgating rules to require 12 hours of continuing education every 2 years. See proposed changes to proposed rule 4731-1-24; Massage therapy renewal and continuing education (March 9, 2017)

State Massage Licensure & Renewal Requirements

Oregon	License	625	MBLEx	25 CE hrs / 2 years *Max of 10 CE hrs online	<ul style="list-style-type: none"> Jurisprudence Examination CPR certification Background check Personal references CE <ul style="list-style-type: none"> 15 contact hours 4 Professional Ethics, Boundaries and/or Communication. 10 may be non-contact or contact includes web-based) 334-010-0050 	<ul style="list-style-type: none"> Requirements may not be less than OR
Pennsylvania	License	600	MBLEx	24 CE hrs/2 years *Max of 8 CE hrs online **Maintain CPR certification	<ul style="list-style-type: none"> Application requires proof of CPR certification Background check CE <ul style="list-style-type: none"> 24 per 2 years 4 ethics 16 contact hours renew CPR ss 20.32 	<ul style="list-style-type: none"> Must meet state requirements provide transcript from school verification of current license in good standing verification of exam pass ss 20.25
Puerto Rico	License	1,000	MBLEx	30 CE hrs/3 years	<ul style="list-style-type: none"> Application requires proof of CPR certification Application requires proof of professional liability insurance Background check CPR examination HIV workshop Health certificate (annually) ASUME Certificate (child support) Certificate of no debts from Treasury Dept. 	<ul style="list-style-type: none"> --no current information
Rhode Island	License	500	MBLEx	6 CE hrs/1year	<ul style="list-style-type: none"> Background check 	<ul style="list-style-type: none"> Equal to or exceeds requirements, R.I. Gen. Laws § 23-20.8-5
South Carolina	License	500	MBLEx	12 CE hrs/2 years includes correspondence courses	<ul style="list-style-type: none"> --40-30-190 12 per 2 years 	<ul style="list-style-type: none"> Substantially similar requirements submit certificate attesting licensure from initial state licensed in Application and fee 77-105
South Dakota	License	500	MBLEx	8 CE hrs/2 years	<ul style="list-style-type: none"> Application requires proof of professional liability insurance of at least \$250,000 36-35-12. 8 CE may all be online 36-35-19 	<ul style="list-style-type: none"> Not less restrictive requirements Verification of good standing, currently licensed for at least 2 years (200) hours of "patient" contact in last 2 years 36-35-05

State Massage Licensure & Renewal Requirements

Tennessee	License	500	MBLEx	24 CE hrs/2 years	<ul style="list-style-type: none"> ▪ Background check ▪ CE TN 0870-01-.12 ▪ 2hrs statutes and rules ▪ 2hrs management of practicing massage therapy , professional ethics or substance abuse. ▪ 8 hrs max online/multimedia ▪ *massage establishment owners that are not LMT's must complete 2 hrs of statutes and rules every 2 yrs. 	<ul style="list-style-type: none"> ▪ Must either meet education and exam requirements or submit proof of NCBTMB certification for 5 years prior ▪ Applicants for reciprocity required to take 5 hours of TN massage laws ▪ ten classroom hours of ethics instruction ▪ TN Rule 0870-01-.05
Texas	License	500	MBLEx	12 CE hrs/2 years	<ul style="list-style-type: none"> ▪ Background check 	<ul style="list-style-type: none"> ▪ Substantially equivalent requirements ▪ Proof of passing massage therapy exam within past two years ▪ proof of passing department's jurisprudence exam
Utah	License	600	MBLEx	No CE required/2 years	<ul style="list-style-type: none"> ▪ Background check 	<ul style="list-style-type: none"> ▪ Must substantially meet curriculum requirements
Vermont	No State Regulation	-	-	-	-	-
Virginia	License	500	MBLEx	24 CE hrs/2 years	<ul style="list-style-type: none"> ▪ Background check ▪ Renewal <ul style="list-style-type: none"> ▪ Hold NCBTMB Certification or ▪ 1 hour professional Ethics ▪ 12 hours from <ul style="list-style-type: none"> ○ NCBTMB ○ FSMTB ○ AMTA ○ ABMP ○ COMTA ○ accredited school or MT program ○ school approved by Virginia Higher Ed. Department. <p>No more than 12 hours from the following courses</p> <ul style="list-style-type: none"> • consultation • independent reading or research • preparation for presentation • CPR • other experiences that promote learning 	<ul style="list-style-type: none"> ▪ Substantially equivalent requirements

State Massage Licensure & Renewal Requirements

Virgin Islands	Regulation Passed/Waiting on Rules	-	-	-	-
Washington	License	500	MBLEx	24 CE hrs/2 years *Max 12 CE hrs online	<ul style="list-style-type: none"> 4 hours of AIDS/HIV training Applicants are required to have CPR and First Aid certification from the Red Cross or the American Heart Association Background check CE 8 hours supervised massage skills 4 hours ethics, 2 must include professional roles and boundaries self study, teaching, distance learning, service on massage board or committee all accepted. <p>CE requirements conform to NCBTMB certification renewal requirements. wv194-1-3.15</p> <p>-3 hours of professional ethics</p> <p>-6 hours can be "carried over" to another license renewal period. Must be beyond the required 24.</p> <ul style="list-style-type: none"> Education and examination requirements must be substantially equivalent
West Virginia	License	500	NCTMB MBLEx	24 CE hrs/2 years	<ul style="list-style-type: none"> Must meet WV standards Education must meet NCBTMB standards
Wisconsin	License	600	NCTMB MBLEx	24 CE hrs/2 years	<ul style="list-style-type: none"> Application requires proof of professional liability insurance of at least \$1,000,000 Applicants are required to pass a jurisprudence exam Applicants are required to have CPR/AED training certification renewal requires 2 hours of ethics Acceptable CE activities, local, state, national chapters of professional orgs, MT schools, higher ed programs. includes NCCAOM, NCBTMB, FSMTB for acceptable continuing education MTBT 7.03 Substantially equivalent requirements, to include certification by NCBTMB and 500 hours of education approved by an accrediting agency
Wyoming	No State Regulation	-	-	-	-

- (A) professional boundaries;
- (B) therapeutic relationships; and
- (C) local and state laws;
- (5) not more than 50 hours in techniques that are exempt from license requirements;
- (6) practical application, not to exceed 20 percent of the total hours of the massage program.

Authority: AS 08.61.020

AS 08.61.100

ARTICLE 2. LICENSE RENEWAL AND CONTINUING EDUCATION.

Section

200. License renewal

210. Continuing education requirements

220. Audit and documentation

12 AAC 79.200. LICENSE RENEWAL. (a) A massage therapy license must be renewed biennially on or before September 30 of odd-numbered years. A renewal reminder document will be mailed to each currently licensed massage therapist at least 30 days before the renewal date. Failure to receive a renewal notice does not relieve a licensee from the responsibility of renewing a license on time.

(b) An applicant for renewal of a massage therapy license must meet the requirements of AS 08.61.050 and this section. A massage therapist applying for license renewal must submit

- (1) a completed renewal application on a form provided by the department;
- (2) beginning October 1, 2017, and at least once every six years thereafter, the applicant's fingerprint information described in 12 AAC 79.130 and the fingerprint processing fee specified in 12 AAC 02.396;
- (3) the license renewal fee specified in 12 AAC 02.396;
- (4) documentation of current certification in cardiopulmonary resuscitation through the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization; and
- (5) documentation that the massage therapist satisfied the continuing education requirements in 12 AAC 79.210, during the concluding licensing period.

(c) The board will reinstate a massage therapy license that has lapsed less than three years if the applicant meets the requirements of (b)(1), (2), and (3) of this section and submits

- (1) proof of current certification in cardiopulmonary resuscitation through the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization; and
- (2) proof satisfactory to the board of completion of all continuing education required by 12 AAC 79.210, during the concluding licensing period.

(d) A massage therapy license that has lapsed three years or more may not be reinstated.

Authority: AS 08.61.020

AS 08.61.050

12 AAC 79.210. CONTINUING EDUCATION REQUIREMENTS. (a) An applicant for renewal of a massage therapy license,

- (1) for a biennial licensing period that begins on or after July 1, 2015, must document at least six continuing education credits, all of which may be met through Internet-based continuing education courses;
- (2) for a biennial licensing period that begins on or after July 1, 2017, must document completion of at least 16 continuing education credits during the concluding licensing period, all of which may be met through Internet-based continuing education courses;
- (3) for every other biennial licensing period that begins on or after October 1, 2019, must document that a minimum of two of the 16 continuing education credits required under (2) of this subsection are in ethics;
- (4) must document completion of a cardiopulmonary resuscitation course as required by 12 AAC 79.200.

(b) An applicant for renewal under (a)(2) of this section may receive two hours of continuing education credit for completion of hands-on cardiopulmonary resuscitation through the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization.

(c) On or before June 30, 2019, an applicant for renewal under (a)(2) of this section may receive four hours of continuing education credit for completion of a bloodborne pathogens and universal and standard precautions course once every six years.

(d) On or after July 1, 2019, an applicant for renewal under (a)(2) of this section may receive two hours of continuing education credit for completion of a bloodborne pathogens and universal and standard precautions course once every six years.

(e) Continuing education must be completed through a

- (1) board-approved massage therapy or bodywork therapy school or training program;
- (2) regionally or nationally accredited institution of higher education; a course, seminar, workshop, or other program through that institution must be approved by the board as directly related to the skills and knowledge required

Department of Commerce Community, and Economic Development
Corporations, Business and Professional Licensing

Summary of All Professional Licensing
Schedule of Revenues and Expenditures

Board of Massage Therapists	FY 16		FY 17		FY 18		FY 19		FY 20		FY 21		Biennium		FY 22	
															1st - 3rd QTR	
Revenue																
Revenue from License Fees	\$ 586,230	\$ 228,015	\$ 814,245		\$ 346,505	\$ 89,770	\$ 436,275		\$ 350,267	\$ 79,165	\$ 429,432		\$ 379,445		\$	
General Fund Received	-	-	-		1,161	1,791	2,952		\$ 860	\$ -	33,654		\$ 215,187		\$	
Allowable Third Party Reimbursements	\$ 586,230	\$ 228,015	\$ 814,245		\$ 347,666	\$ 91,561	\$ 439,227		\$ 351,127	\$ 112,819	\$ 463,946		\$ 594,632		\$	
TOTAL REVENUE																
Expenditures																
Non Investigation Expenditures																
1000 - Personal Services	105,007	39,319	144,326		57,585	84,174	141,759		97,519	97,825	195,344		86,942			
2000 - Travel	17,726	10,216	27,942		9,646	10,277	19,923		5,437	839	6,276		-			
3000 - Services	52,528	34,055	86,583		96,155	60,787	156,942		14,143	15,801	29,944		33,842			
4000 - Commodities	13	155	168		70	25	95		-	-	-		-			
5000 - Capital Outlay	-	-	-		-	-	-		-	-	-		-			
Total Non-Investigation Expenditures	175,274	83,745	259,019		163,456	155,263	318,719		117,099	114,465	231,564		120,784			
Investigation Expenditures																
1000-Personal Services	11,039	36,787	47,826		93,529	63,771	157,300		66,128	77,018	143,146		57,166			
2000 - Travel	-	-	-		-	-	-		(707)	-	(707)		-			
3023 - Expert Witness	-	-	-		-	-	-		-	150	150		-			
3088 - Inter-Agency Legal	-	14,761	14,761		1,679	845	2,524		-	5,082	5,082		-			
3094 - Inter-Agency Hearing/Mediation	-	18,192	18,192		16,632	2,013	18,645		-	760	760		391			
3000 - Services other	-	-	-		-	555	555		237	81	318		4,084			
4000 - Commodities	11,039	69,740	80,779		111,840	67,184	179,024		65,658	83,091	148,749		61,641			
Total Investigation Expenditures	186,313	153,485	339,798		275,296	222,447	497,743		182,757	197,556	380,313		182,425			
Total Direct Expenditures																
Indirect Expenditures																
Internal Administrative Costs	33,476	37,540	71,016		53,488	43,601	97,089		48,628	39,186	87,814		29,390			
Departmental Costs	25,405	24,679	50,084		35,578	32,777	68,355		26,239	24,894	51,133		18,671			
Statewide Costs	9,698	8,596	18,294		16,888	15,627	32,515		21,559	23,997	45,556		17,998			
Total Indirect Expenditures	68,579	70,815	139,394		105,954	92,005	197,959		96,426	88,077	184,503		66,059			
TOTAL EXPENDITURES	\$ 254,892	\$ 224,300	\$ 479,192		\$ 381,250	\$ 314,452	\$ 695,702		\$ 279,183	\$ 285,633	\$ 564,816		\$ 248,484			
Cumulative Surplus (Deficit)																
Beginning Cumulative Surplus (Deficit)	\$ (69,926)	\$ 261,412			\$ 265,127	\$ 231,543			\$ 8,652	\$ 80,596			\$ (92,218)			
Annual Increase/(Decrease)	331,338	3,715			(33,584)	(222,891)			71,944	(172,814)			346,148			
Ending Cumulative Surplus (Deficit)	\$ 261,412	\$ 265,127			\$ 231,543	\$ 8,652			\$ 80,596	\$ (92,218)			\$ 253,930			
Statistical Information																
Number of Licenses for Indirect calculation	756	1,482			1,498	1,277			1,382	1,246						
Additional Information:																
* Fee analysis required if the cumulative is less than zero; fee analysis recommended when the cumulative is less than current year expenditures; no fee increases needed if cumulative is over the current year expenses * * Most recent fee change: New fee added FY21 * Annual license fee analysis will include consideration of other factors such as board and licensee input, potential investigation load, court cases, multiple license and fee types under one program, and progra																

Appropriation Name (Ex)	(All)
Sub Unit	(All)
PL Task Code	MAS1

Sum of Budgetary Expenditures		Object Type Name (Ex)		Grand Total
Object Name (Ex)		1000 - Personal Services	3000 - Services	
1011 - Regular Compensation		74,321.27		74,321.27
1014 - Overtime		66.06		66.06
1023 - Leave Taken		13,303.06		13,303.06
1028 - Alaska Supplemental Benefit		5,385.98		5,385.98
1029 - Public Employee's Retirement System Defined Benefits		4,320.93		4,320.93
1030 - Public Employee's Retirement System Defined Contribution		3,887.48		3,887.48
1034 - Public Employee's Retirement System Defined Cont Health Reim		2,572.87		2,572.87
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical		782.96		782.96
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab		14,817.65		14,817.65
1039 - Unemployment Insurance		213.96		213.96
1040 - Group Health Insurance		23,865.47		23,865.47
1041 - Basic Life and Travel		25.45		25.45
1042 - Worker's Compensation Insurance		775.49		775.49
1047 - Leave Cash In Employer Charge		1,498.06		1,498.06
1048 - Terminal Leave Employer Charge		1,315.03		1,315.03
1053 - Medicare Tax		1,214.45		1,214.45
1077 - ASEA Legal Trust		71.03		71.03
1079 - ASEA Injury Leave Usage		13.03		13.03
1080 - SU Legal Trst		87.28		87.28
1970 - Personal Services Transfer		(4,448.15)		(4,448.15)
3002 - Memberships			950.00	950.00
3045 - Postage			34.24	34.24
3046 - Advertising			395.11	395.11
3094 - Inter-Agency Hearing/Mediation			390.60	390.60
1016 - Other Premium Pay		17.44		17.44
3088 - Inter-Agency Legal			4,642.71	4,642.71
3100 - Inter-Agency Safety			30,445.75	30,445.75
1069 - SU Business Leave Bank Contributions		0.99		0.99
3085 - Inter-Agency Mail			1,458.65	1,458.65
Grand Total		144,107.79	38,317.06	182,424.85



THE STATE
of **ALASKA**

Department of Commerce, Community,
and Economic Development

DIVISION OF CORPORATIONS, BUSINESS AND
PROFESSIONAL LICENSING

550 West Seventh Avenue, Suite 1500
Anchorage, AK 99501-3567
Main: 907.269.8160
Fax: 907.269.8156

MEMORANDUM

DATE: June 01, 2022
TO: Board of Massage Therapists
THRU: Greg Francois, Chief Investigator
FROM: Michele Hearn, Investigator
RE: Investigative Report for the June 16, 2022 Meeting

Declassified by:
JMS
AB047E162AD148B
Declassified by:
Michele Hearn
C1C21C01F304400

The following information was compiled as an investigative report to the Board for the period of February 17, 2022 thru June 01, 2022; this report includes cases, complaints, and intake matters handled since the last report.

Matters opened by the Paralegals in Anchorage and Juneau, regarding continuing education audits and license action resulting from those matters are covered in this report.

OPEN - 27

<u>Case Number</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Status Date</u>
MASSAGE THERAPIST			
2021-001289	License application problem	Intake	12/17/2021
2022-000420	License application problem	Intake	05/04/2022
2020-001022	Unethical conduct	Complaint	12/16/2020
2021-000984	License application problem	Complaint	10/07/2021
2021-001042	License application problem	Complaint	01/20/2022
2021-001174	Unlicensed practice or activity	Complaint	11/30/2021
2021-001288	License application problem	Complaint	01/21/2022
2022-000235	License application problem	Complaint	03/17/2022
2022-000236	License application problem	Complaint	03/12/2022
2022-000237	License application problem	Complaint	03/17/2022

2022-000238	License application problem	Complaint	03/18/2022
2020-000254	Unlicensed practice or activity	Investigation	09/15/2021
2020-001132	Unlicensed practice or activity	Investigation	05/05/2022
2021-001006	License application problem	Investigation	05/09/2022
2021-001286	Continuing education	Investigation	02/15/2022
2022-000194	Continuing education	Investigation	02/25/2022
2022-000209	License application problem	Investigation	05/09/2022
2022-000217	Continuing education	Investigation	04/28/2022
2022-000250	Continuing education	Investigation	03/14/2022
2022-000251	Continuing education	Investigation	04/18/2022
2022-000252	Continuing education	Investigation	04/22/2022
2022-000253	Continuing education	Investigation	03/14/2022
2022-000256	Continuing education	Investigation	04/22/2022
2022-000301	Continuing education	Investigation	03/30/2022
2022-000342	Continuing education	Investigation	04/15/2022
2022-000343	Continuing education	Investigation	04/15/2022
2022-000344	Continuing education	Investigation	04/15/2022

Closed - 7

<u>Case #</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Closed</u>	<u>Closure</u>
MASSAGE THERAPIST				
2021-001297	Unprofessional conduct	Closed-Intake	05/27/2022	Incomplete Complaint
2022-000202	License application problem	Closed-Intake	03/16/2022	Review Complete
2022-000447	License application problem	Closed-Intake	05/17/2022	Review Complete
2021-001055	Continuing education	Closed-Investigation	03/09/2022	License Action
2021-001056	Continuing education	Closed-Investigation	03/08/2022	License Action
2021-001218	License application problem	Closed-Investigation	03/24/2022	Advisement Letter
2022-000157	License application problem	Closed-Investigation	03/21/2022	Advisement Letter

END OF REPORT

Investigative Report to Board of Massage Therapists

June 01, 2022

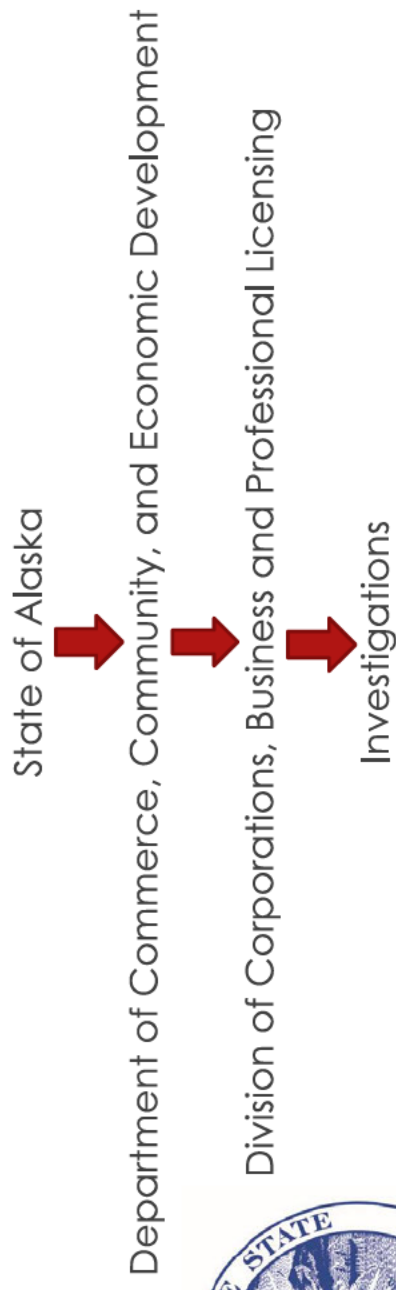
Page 2



Investigative Process Overview

PRESENTED BY INVESTIGATIONS

Who Are We?





What Do We Do?

The mission of the Division of Corporations, Business and Professional Licensing is to ensure that **competent**, **professional** and **regulated** commercial services are available to Alaska consumers.

Three License Types

01

Professional License:
Individual specialty
such as a Nurse, Doctor,
Dentist, Massage
Therapist, etc...

02

Business License:
(AS 43.70.020) If
providing any service
for the exchange of
money, a business
license is required in the
state of Alaska.

03

Corporate Entity
(Corporation): A group of
persons who are deemed in
law to be a single legal
entity. The **corporate entity**
is legally distinct from its
members; it has legal
personality and can hold
property, sue and be sued
in its own name as if it were
a natural person.

Who Needs a Professional License Through the State of Alaska?

▲ Acupuncturists	▲ Dietitians & Nutritionists	▲ Midwives	▲ Professional Counselors
▲ Architects, Engineers, and Land Surveyors	▲ Dispensing Opticians	▲ Morticians	▲ Psychologist and Psychological Associate
▲ Athletic Trainers	▲ Electrical Administrators	▲ Naturopathy	▲ Public Accountancy
▲ Audiologists & Speech-Language Pathologists	▲ Euthanize Domestic Animals	▲ Nursing	▲ Real Estate Appraisers
▲ Barbers & Hairdressers	▲ Geologists	▲ Nurse Aide Registry	▲ Real Estate Commission
▲ Behavior Analysts	▲ Guardians & Conservators	▲ Nursing Home Administrators	▲ Social Work Examiners
▲ Big Game Commercial Services Board	▲ Hearing Aid Dealers	▲ Optometry	▲ Telemedicine Business Registry
▲ Chiropractic Examiners	▲ Home Inspectors	▲ Pawnbrokers	▲ Underground Storage Tank Worker
▲ Collection Agencies	▲ Marine Pilots	▲ Pharmacy	▲ Veterinary Examiners
▲ Concert Promoters	▲ Marital & Family Therapy	▲ Physical Therapy & Occupational Therapy	
▲ Construction Contractors	▲ Massage Therapists	▲ Prescription Drug Monitoring Program	
▲ Mental Examiners	▲ Mechanical Administrators		
	▲ Medical Board		

What Do We Investigate?

Statutes & Regulations

- ▶ **AS = Alaska Statutes:** Are passed by either the US Congress or State Legislatures: The legislatures create bills that, when passed by a vote, become statutory law.
- ▶ **AAC = Alaska Administrative Code // Regulation:** Regulations, on the other hand, are standards and rules adopted by administrative agencies (Boards) that govern how laws will be enforced.

Difference between Statutes and Regulations:

Although many people use the terms "statute" and "regulation" interchangeably, they aren't the same. Governing bodies, such as the United States Congress or a state legislature, enact statutes. On a local level, the statutes enacted by municipalities are known as ordinances. Regulations put those statutes to work, fleshing out the details.

Different Roles



EXAMPLE:

- ▶ AK Legislature creates Statutes.
- ▶ Boards create Regulations.
- ▶ Investigations investigate ***alleged violations*** of Statutes and/or Regulations.
- ▶ Board Members ***verify whether or not a violation occurred*** when reviewing a case from investigations.

Investigators gather information. Licensed board members determine if a violation of statute or regulation has occurred.



How Does Someone File a Complaint?



THE STATE
of ALASKA
Department of Commerce, Corporation
Division of Corporations, Business

Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

Investigations Section

550 West 7th Avenue, Suite 1500, Anchorage, AK 99501

Phone: (907) 269-8174 • Fax: (907) 269-8195

Website: CBPLinvestigations.Alaska.Gov

Email: Investigations@Alaska.Gov

ADM

FOR DIVISION USE ONLY

FOR DIVISION USE ONLY

Investigations — Request for Contact

The division investigates matters pertaining to business licenses, the sale of tobacco products, and licensed professionals. Not all issues will fall within our jurisdiction. You may have to contact other agencies for assistance. We encourage you to call to ensure that we are able to assist you.

This is only a request for contact. You may submit this form via US Mail, fax, or email, to the contact information listed above. Once the division has reviewed this information you will be contacted and may be asked to fill out a complaint package.

PART I

Your Contact Information

Complete Name:	First Name: <input type="text"/>	Middle Name: <input type="text"/>	Last Name: <input type="text"/>
Mailing Address:	Address: <input type="text"/>		
	City: <input type="text"/>		
Contact Phone:	<input type="text"/> (<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Zip Code: <input type="text"/>		
Email Address:	<input type="text"/>		

PART II

Description of Incident

Type of Business or Profession Involved:	<input type="text"/>
Name(s) of Person or Business Involved:	<input type="text"/>
Date(s) Which Incident Occurred:	<input type="text"/>
Brief Description of Incident:	<input type="text"/>

Contact Us Directly

Contact Us

State of Alaska/DCCED
Division of Corporations, Business and
Professional Licensing
Investigations Section
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
Phone: (907) 269-8174
Fax: (907) 269-8195

Email: Investigations@Alaska.gov



Next Step: Is the Complaint Jurisdictional?

- Review informal guidelines established by the Board or Commission, and the statutes and regulations of that specific practice area.
- If the complaint does not appear to allege a violation that is within the Board's jurisdiction, the Division may close the complaint.



Next Step: Is the Complaint Jurisdictional?

Complaints that are typically not jurisdictional are:

- Criminal complaints (Law Enforcement)
- Money or civil matters (Alaska Court System)
- “Bedside Manner”
- Quality of work complaints (Contractors)
- Unfair or deceptive business practices (Alaska Consumer Protection)
- Landlord Tenant Laws

The Complaint is Jurisdictional. What Happens Next?

The complainant is asked to complete a complaint packet.

The packet provides the complainant to:

- Provide a summary of the incident
- Include supporting documentation
- Sign a release of information
- Sign an Affidavit

The Division does not generally accept anonymous complaints, except in unusual instances.

We require consumers to be accountable for their allegations; thereby avoiding manipulation of our process by unscrupulous parties seeking to eliminate competition or pursue personal or professional vendettas.

Complaint Packet



STATE OF ALASKA DEPARTMENT OF COMMERCE COMMUNITY AND ECONOMIC DEVELOPMENT

Division of Corporations, Business and Professional Licensing – Investigations

550 West 7th Avenue, Suite 1500, Anchorage, AK 99501-3547

Telephone: (907) 269-6437 Fax: (907) 269-4195 Website: www.commerce.state.ak.us/oc

COMPLAINT FILED BY:

COMPLAINT FILED AGAINST:

NAME (Last, First Middle Initial)

NAME and TITLE

ADDRESS

ADDRESS

CITY

STATE

ZIP

CITY

STATE

ZIP

WORK PHONE

HOME PHONE

WORK PHONE

HOME PHONE

SUMMARY OF COMPLAINT

Please describe your complaint in detail. If necessary, please use an additional sheet of paper. Please provide any additional supporting documents.

AFFIDAVIT

I, _____, State of _____, City/Borough of _____

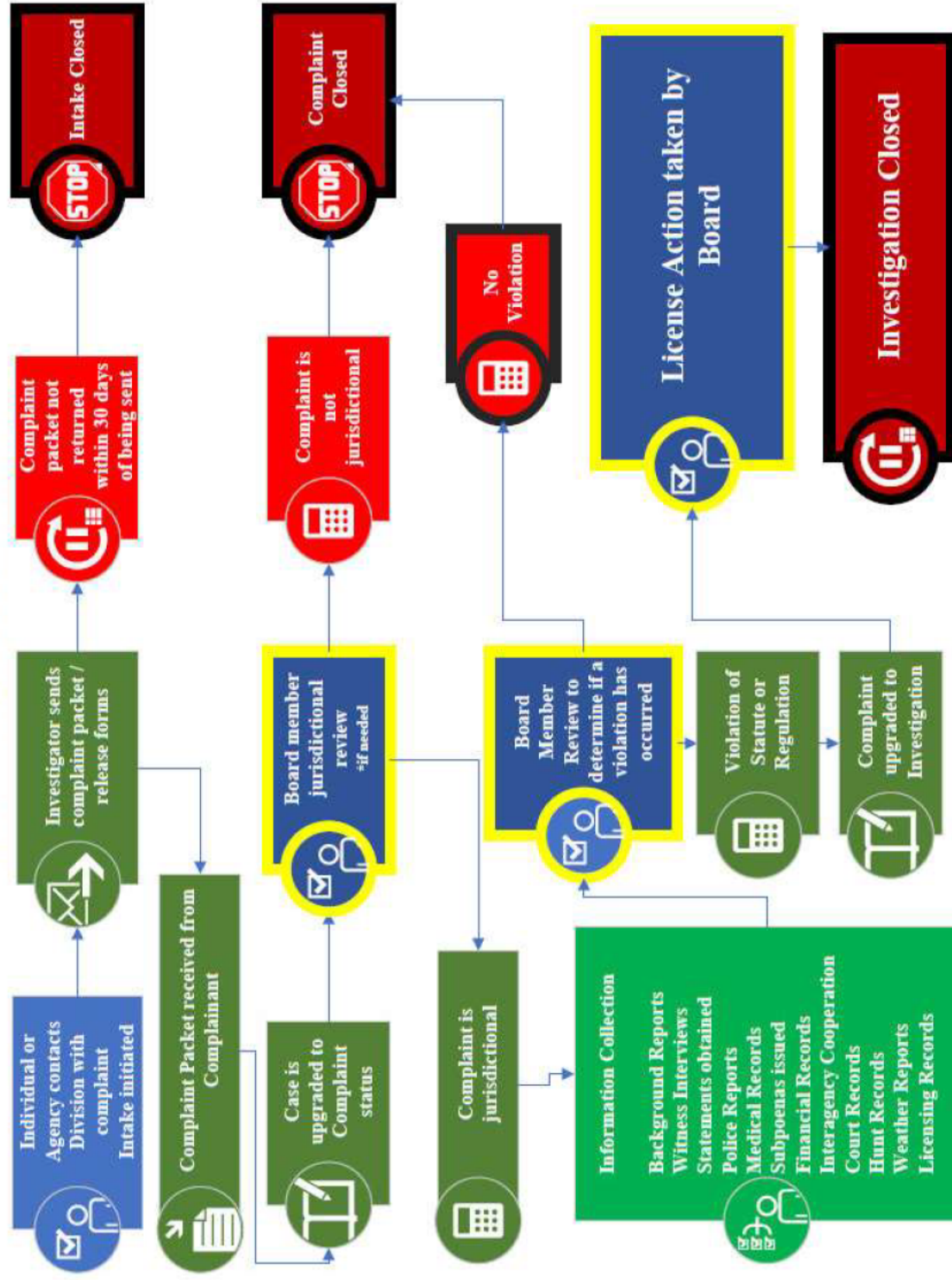
hereby state under penalty of unsworn falsification: That I am the complainant in the named above and to the best of my knowledge and belief, this statement is true and correct.

Signature of Complainant: _____

Date: _____

AS 11.56.210(a)(2) of the Alaska Statutes makes it a class A misdemeanor of offense for a person to intentionally issue a false written or recorded statement, which is punishable by imprisonment for not more than one (1) year, a \$5,000 fine, or both.

INVESTIGATIVE PROCESS



Three Stages of “Investigation”

INTAKE:

Preliminary information stage

- Typically generated upon receipt of a Request for Contact form or a Referral Email.

COMPLAINT:

Fact-gathering stage

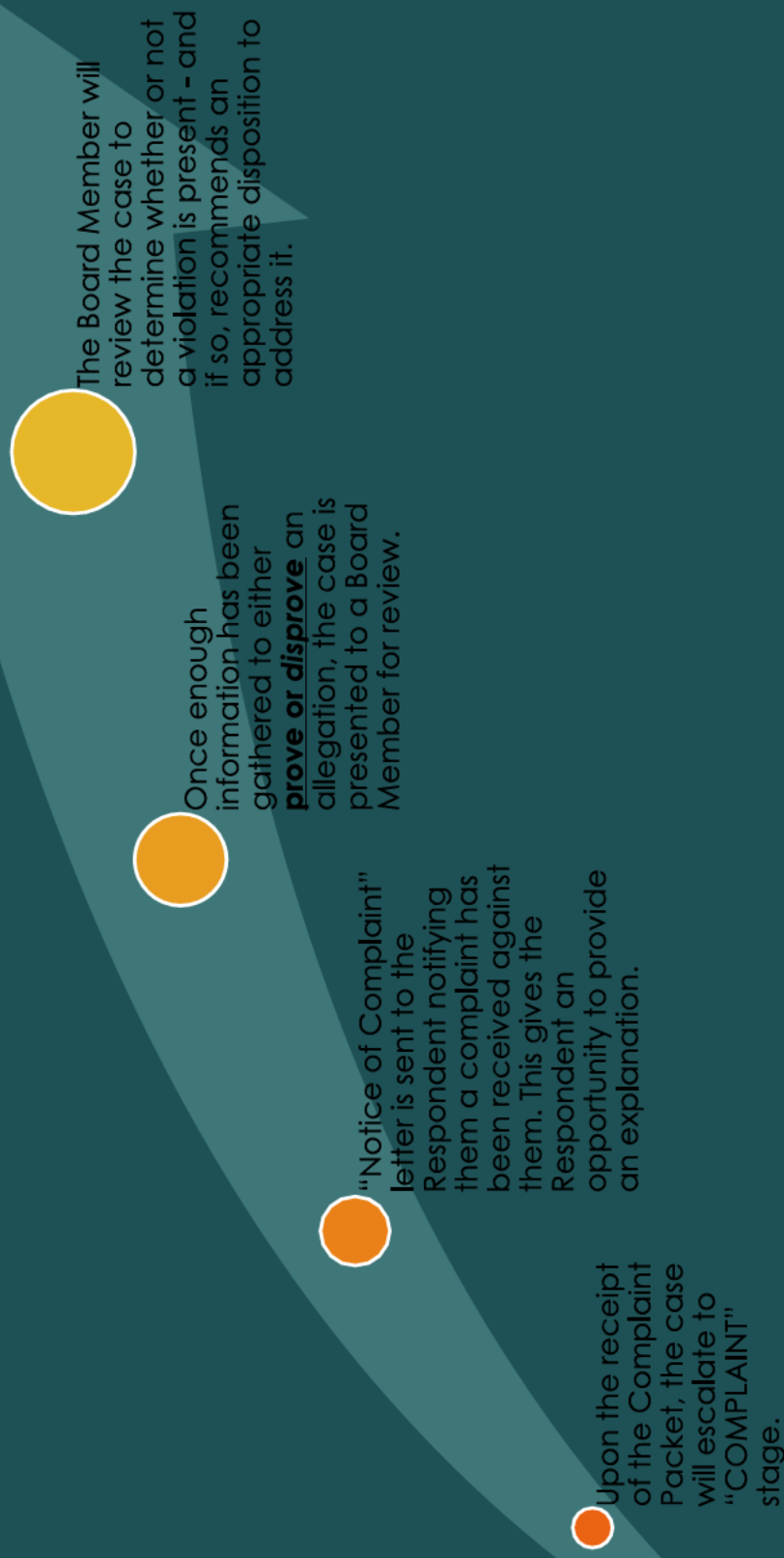
- Escalates when a Complaint Packet is received.

INVESTIGATION:

Violation verified stage

- Following a Board Member review, case escalates when a Board Member confirms a violation is present.

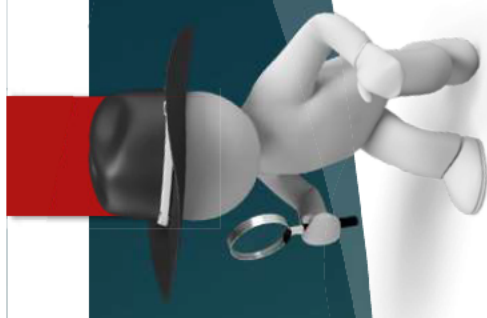
Complaint



Investigation



Investigation



After a licensed Board Member Reviewer determines a violation of statute or regulation is present:

- ▶ Case escalates to "INVESTIGATION"
- ▶ A Notice of Investigation (NOI) is sent to the Respondent, notifying them a violation was verified.
- ▶ RBM recommends the appropriate action (Disciplinary or Non-Disciplinary) to address the violation:

Disciplinary Action:

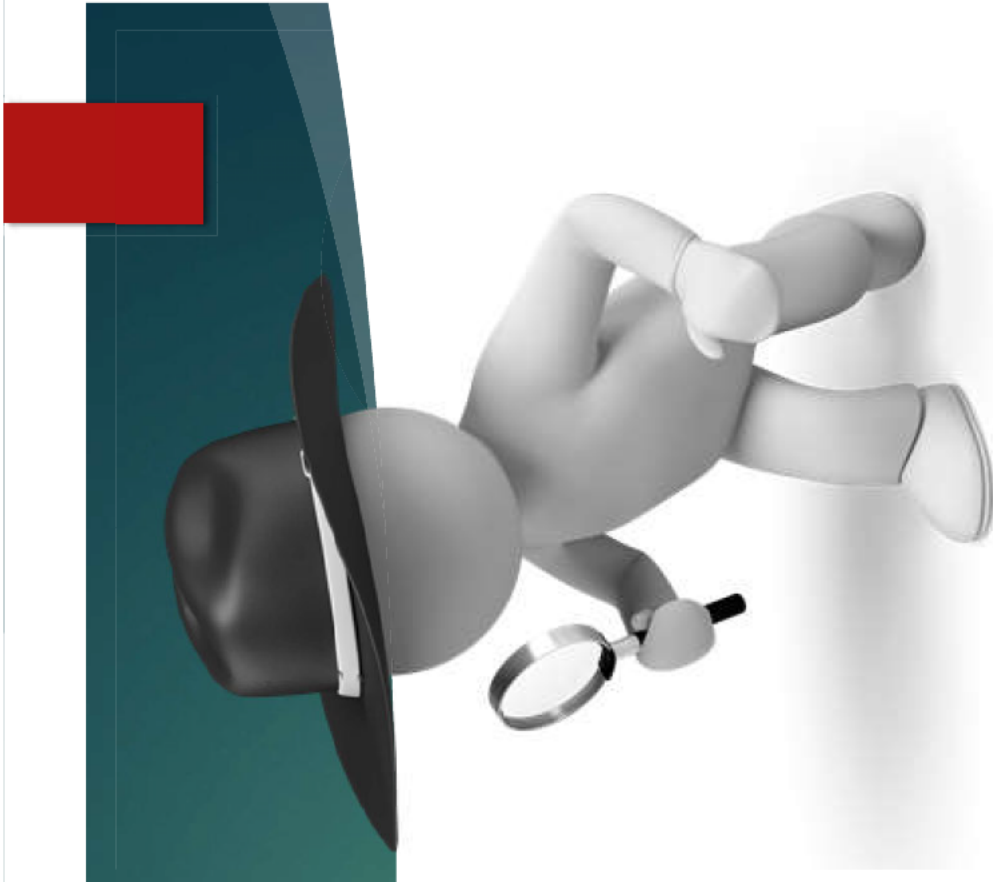
- ▶ Consent Agreement
 - Probation
 - Civil Fine
 - Continuing Education
- ▶ Imposition of Civil Fine
- ▶ Suspension
- ▶ Revocation
- ▶ Etc..


Non-Disciplinary Action:

- Non-Disciplinary Letter of Advisement

Three Investigation Case Types

- ▶ **Application Matters:** Inquires initiated by Licensing to review applications for truthfulness & accuracy.
- ▶ **Consumer Complaints:** Inquiries initiated upon the receipt of a Complaint Packet (or written complaint).
- ▶ **Inspections:** Onsite inspections to ensure operations are in accordance to AS 43.70 & 12 AAC 12



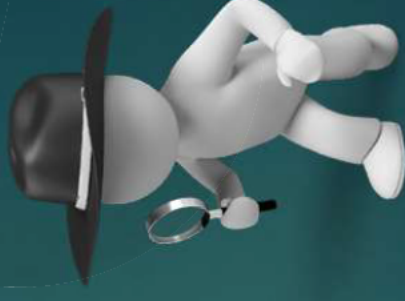


Confidentiality

- Investigations are required by statute to be kept confidential.
- This often prevents the complainant, licensee, and the Board from obtaining progress reports or information that may disclose the current status of an open investigation.
- This also protects the reputation of licensees who may be accused of wrongdoing but the allegations against them are unproven.
- Cases often involve other agencies, businesses, and practices; disclosing information during an on-going case can compromise the investigation, create conflicts for reviewing Board members, or result in unnecessary hardship to the licensee.

Questions / Discussion

INVESTIGATIVE OVERVIEW



EXECUTIVE SESSION MOTION

I, _____, move that the Alaska State Board of Massage
Therapists enter into executive session in accordance with AS 44.62.310(c), and
Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing _____

Board staff to remain during the session.

Off record: _____

On record: _____

Authority: AS 44.62.310(c), Government meetings public

The following subjects may be considered in executive session:

1. matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity;
2. subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
3. matters which by law, municipal charter, or ordinance are required to be confidential;
4. matters involving consideration of government records that by law are not subject to public disclosure.

CHAPTER 61. MASSAGE THERAPISTS

Section

- 10. Board established
- 20. Duties and powers of board
- 30. Qualifications for license
- 40. Licensure by credentials
- 50. Standards for license renewal
- 60. Grounds for imposition of disciplinary sanctions
- 70. Practice of massage therapy without license prohibited
- 80. Exceptions to application of chapter
- 90. Fees
- 100. Definitions

Sec. 08.61.010. Board established. The Board of Massage Therapists is established in the department. The board consists of five members appointed by the governor as follows:

(1) four licensed massage therapists who have been engaged in the practice of massage therapy in the state for the three years immediately preceding appointment and who shall remain actively engaged in the practice of massage therapy while serving on the board; not more than one member appointed under this paragraph may have an ownership or partnership interest in a massage school; and

(2) one public member; the governor may not appoint as a public member

(A) a licensed health care provider;

(B) an employee of the state; or

(C) a current member of another occupational licensing board established under AS 08.

Sec. 08.61.020. Duties and powers of board. In addition to the duties specified in AS 08.01, the board shall

(1) provide for the examination of applicants by the board or through a nationally recognized competency examination approved by the board and issue licenses to applicants the board finds qualified;

(2) adopt regulations governing

(A) licensing of massage therapists;

(B) the practice of massage therapy; and

(C) massage therapy establishments;

(3) establish standards of professional competence and ethical conduct for massage therapists;

(4) establish standards for continuing education for massage therapists; standards adopted by the board under this paragraph must allow for approval of Internet-based continuing education courses;

(5) make available to the public a list of massage therapists licensed under this chapter;

(6) determine which states have educational and licensing requirements equivalent to the requirements of this state;

(7) enforce the provisions of this chapter and adopt and enforce regulations necessary to implement this chapter; and

(8) approve one or more nationally recognized competency examinations and publish and periodically update the list of approved examinations.

Sec. 08.61.030. Qualifications for license. The board shall issue a license to practice massage therapy to a person who

(1) applies on a form provided by the department;

(2) pays the fees established under AS 08.61.090;

(3) furnishes evidence satisfactory to the board that the person has completed a

(A) course of study of at least 625 hours of in-class supervised instruction and clinical work from an approved massage school; or

(B) board-approved apprenticeship program;

(4) is 18 years of age or older;

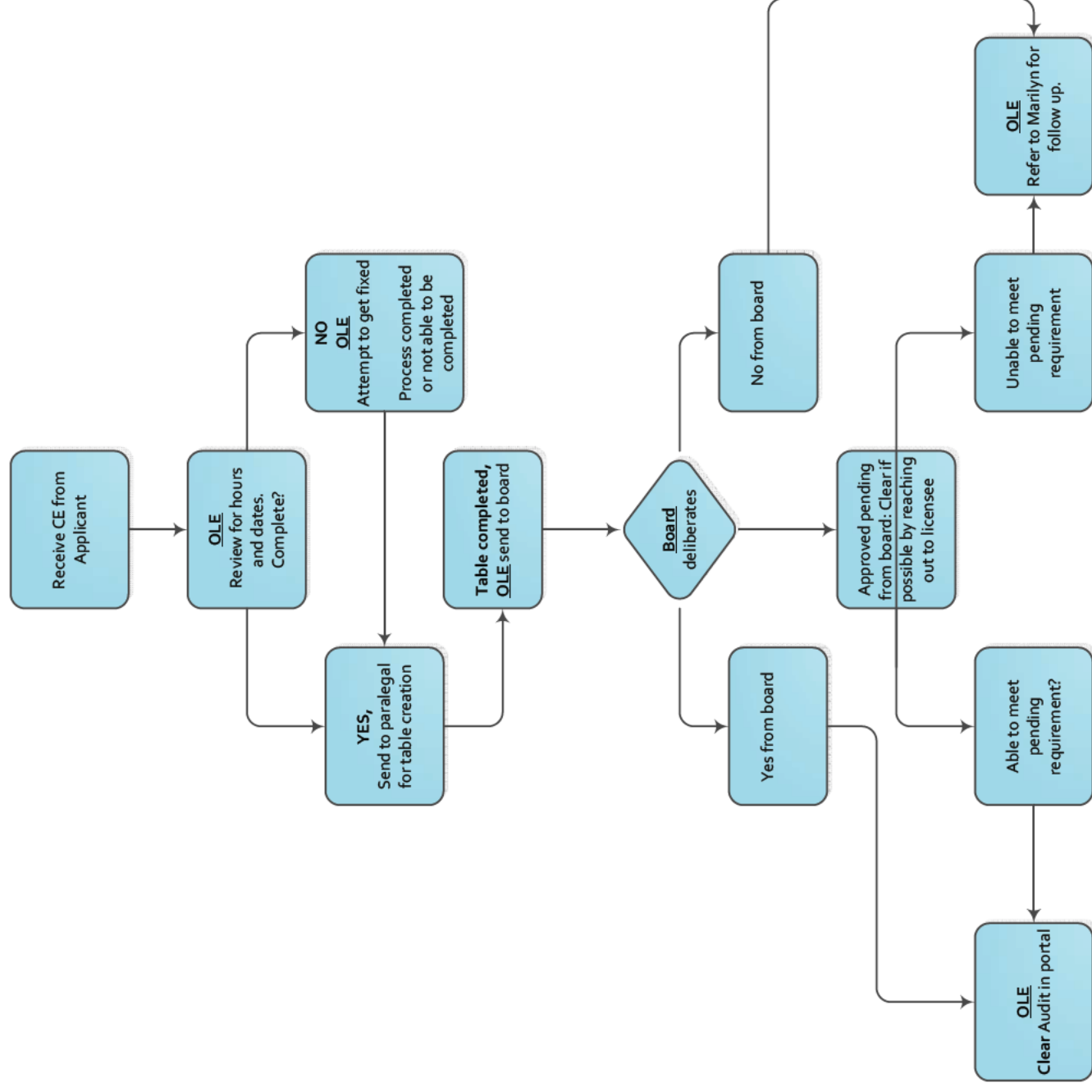
(5) has been fingerprinted and has provided the fees required by the Department of Public Safety under AS 12.62.16 for criminal justice information and a national criminal history record check; the fingerprints and fees shall be forwarded to the Department of Public Safety to obtain a report of criminal justice information under AS 12.62 and a national criminal history record check under AS 12.62.400;

(6) has a current cardiopulmonary resuscitation certification;

(7) has received at least two hours of safety education covering bloodborne pathogens and universal precautions in the two years preceding the application for the license; in this paragraph, "bloodborne pathogens" has the meaning given in AS 18.15.450;

(8) has successfully completed a nationally recognized competency examination approved by the board; and

Random Audit Process



Continued Education Audit Review Guide

Approval Pending, Denial or Tabled Votes

Board members are completing PDF ballots when onboard approvals are not YES answers. Explanation and justification of action by citing regulation is necessary when votes result in a pending action, denial or tabled votes. Included in this document is the application content that requires board approval or action with the associated statute and regulation.

These examples are intended to provide guidance with common application review considerations.

Continued Education Audit

Professional Fitness ☐ CEU Within Date Range ☐ CPR Certification ☐
CEU Accreditation ☐ CEU Content ☐

Professional Fitness Question

Statute

Sec. 08.61.030. Qualifications for license. The board shall issue a license to practice massage therapy to a person who (9) has not been convicted of, or pled guilty or no contest to, a crime involving moral turpitude, or who has been convicted of, or pled guilty or no contest to, a crime involving moral turpitude if the board finds that the conviction does not affect the person's ability to practice competently and safely.

Regulation

12 AAC 79.910. "MORAL TURPITUDE" DEFINED. Under AS 08.61.030, a crime involving moral turpitude includes (1) homicide; (2) manslaughter; (3) assault; (4) stalking; (5) kidnapping; (6) sexual assault; (7) sexual abuse of a minor; (8) unlawful exploitation of a minor, including possession or distribution of child pornography; (9) indecent exposure; (10) unlawful distribution or possession for distribution of a controlled substance; (11) prostitution; (12) sex trafficking; (13) murder; (14) human trafficking; (15) criminal sexual conduct; (16) incest; (17) robbery; (18) extortion; (19) forgery; (20) theft; (21) endangering the welfare of a child; (22) endangering the welfare of a vulnerable adult; (23) reckless endangerment.

a. Approval Pending

- I can see no circumstance where this is a legitimate vote

b. Deny

- **12 AAC 79.910. "MORAL TURPITUDE" DEFINED.** Under AS 08.61.030, a crime involving moral turpitude includes (#)

c. Table

- **Board Fitness to Practice Review as per 12 AAC 79.910. "MORAL TURPITUDE" DEFINED.** Under AS 08.61.030, a crime involving moral turpitude includes (#)
- **Board Review as per 12 AAC 79.910. "MORAL TURPITUDE" DEFINED.** Under AS 08.61.030, a crime involving moral turpitude includes (#)

16 Continuing Education Credits EU 16

☐ CEU Within Date Range ☐ CPR Certification ☐ CEU Accreditation ☐ CEU Content

Statute

Sec. 08.61.050. (2) meets the continuing education requirements established by the board

**Document Reference below: Unacceptable Continuing Education (Approved by the Board)*

Regulation

12 AAC 79.210 (2) for a biennial licensing period that begins on or after July 1, 2017, must document completion of at least 16 continuing education credits during the concluding licensing period, all of which may be met through Internet-based continuing education courses; (3) for every other biennial licensing period that begins on or after October 1, 2019, must document that a minimum of two of the 16 continuing education credits required under (2) of this subsection are in ethics;

12 AAC 79.210 (e)(2) regionally or nationally accredited institution of higher education; a course, seminar, workshop, or other program through that institution must be approved by the board as directly related to the skills and knowledge required

Approval Pending

- **NO DATE CE SUBMISSION**

Receipt of signed documentation that validates the date completion of X CEU hours in the course titled "xxxxxx" CE in compliance with **12 AAC 79.210 (2) or (3)**

- **NO SIGNATURE ON CE SUBMISSION**

Receipt of signed documentation that validates the CEU submission of the course titled "xxxxxx" in compliance with **12 AAC 79.210 (2) or (3)**

- **CE OUT OF DATE RANGE**

A signed consent agreement as per continued education disciplinary matrix of X CEU's that were completed after the concluding licensing period as per **12 AAC 79.210 (2) or (3)**

- **CE OUT OF DATE RANGE**

A letter advisement as per continued education disciplinary matrix of 1 CEU that was completed after the concluding licensing period as per **12 AAC 79.210 (2)**

- **UNACCEPTABLE CE**

x CE unacceptable as per **Sec. 08.61.050. (2)**. Receipt of signed documentation of the completion of X hours of CE in compliance with **AAC 79.210 (e)(2)**

- **UNACCEPTABLE CE ACCREDITATION**

x CE accreditation of XXXX CE as per **12 AAC 79.210 (e)(2)** Receipt of signed documentation of the completion of X hours of CE in compliance with **AAC 79.210 (e)(2) and 12 AAC 79.210 (2) or (3)**

Deny

- **I CANNOT THINK OF A CIRCUMSTANCE WHERE DENIAL IS WARRENTED**

Table

- Board Review of CE documentation.
OF THE ABOVE PENDING OPTIONS MAY BE REFERENCED

Cardiopulmonary Resuscitation Certification

Statute

Sec. 08.61.040. (8) has a current cardiopulmonary resuscitation certification;

Regulation

12 AAC 79.210

(4) must document completion of a cardiopulmonary resuscitation course as required by 12 AAC 79.200.

Approval Pending

- **UNACCEPTABLE CPR SUBMISSION**

Receipt of Documentation of a current CPR certification as per 12 AAC 79.100 (4)

Deny

- **Insufficient documentation of a current CPR certification as per 12 AAC 79.100 (4)**

Table

- **Full board review of CPR documentation as per 12 AAC 79.100 (4)**

- **Board Review of CE documentation.**

OF THE ABOVE PENDING OPTIONS MAY BE REFERENCED

CEU Accreditation

Statute

Sec. 08.61.050. (2) meets the continuing education requirements established by the board

Regulation

12 AAC 79.210 (e) Continuing education must be completed through a

(1) board-approved massage therapy or bodywork therapy school or training program;

(2) regionally or nationally accredited institution of higher education; a course, seminar, workshop, or other program through that institution must be approved by the board as directly related to the skills and knowledge required

for the practice of massage therapy, and includes a bloodborne pathogens and universal and standard precautions course under (c) or (d) of this section; or

(3) local, state, or national professional organization that serves the massage therapy profession, including

(A) Associated Bodywork and Massage Professionals;

(B) the American Massage Therapy Association;

(C) the Federation of State Massage Therapy Boards; and

(D) the National Certification Board for Therapeutic Massage and Bodywork

a. Approval Pending

- **Documentation of accreditation approved by the board as per 12 AAC 79.210 (e) (1)(2)(3) for the courses titled "xxx", "xxx". X of submitted CEU's are acceptable to the board.**

b. Deny

- **I currently can think of no circumstance where denial is warranted for accreditation deficits. An approved pending ballot is standard procedure.**

c. Table

- **Board Review as per 12 AAC 79.210. (e). of documentation to determine accreditation of "XXX" course(s)**

Adopted Unacceptable CEU According to Sec. 08.61.100. (5)

1. Diagnoses (allopathic-based) of clinical conditions
2. Physically invasive modalities (e.g., ear candles, intra-anal, intra-vaginal modalities, etc.)
3. Incorporation of chiropractic/osteopathic (e.g., ballistic, thrust oriented or other services and procedures) which require additional licensure or certification (i.e., Yoga or Pilates Instructor Certification, Physical Therapy, Personal Training, Weight Training, Cosmetology).
4. Performing hypnosis diagnoses (allopathic-based) of clinical conditions
5. Implementation of allopathic medical/surgical procedures
6. Prescription of herbs, nutritional supplements, essential oils and /or pharmaceuticals
7. Performing an aesthetician facial or exfoliation of cells from the body
8. Performing electrical stimulation, using electrical devices on clients or ultrasound of any kind.
9. Psychological counseling
10. Psychic, clairvoyance, telepathic, astrology, religious practices
11. Dry needling and acupuncture
12. Breaking or removing tissue from the body
13. Cannabis oil
14. CBD oil
15. Energy work that does not involve "the application of professional therapeutic touch"
16. Aura techniques
17. Crystal healing
18. Qi Gong or Tai Chi
19. Fire cupping or any procedure that works with fire
20. Breast massage as part of anything other than medical procedures or prescribed by a physician. Content is accepted when breast massage content includes learning about oncology; specifically, breast cancer procedures, surgeries and other pathologies.
21. Erroneous, misleading titles of modalities; a description of the course must be added to the title if the modality cannot be easily deciphered by the title.
22. Articles or online content that does not include a final examination.
23. Animal Massage

Instructions for Completing the Annual Report

Purpose: The annual performance report is presented by each board in accordance with AS 08.01.070(10). The purpose is to report the accomplishments, activities, and the past and present needs of the licensing program from the board's perspective.

Timeframe: Annual reports must be approved by each board and submitted to the division no later than June 30 each year. Boards and staff should plan to ensure an adequate amount of time to discuss, edit, and approve.

Personnel: It can be difficult to write a report by committee, so boards may wish to appoint a drafter and set forth a process and timeline for completion. Often, this is the board chair or a long-serving member. Boards may also assign sections to members to help allocate the responsibility.

Guidance:

- Add new pages as necessary to fit the drafter's narrative.
- Remember this is a public document. Do not include information that may be confidential or create a liability for the board or its members.
- Ensure the report is approved by the board itself prior to submitting to staff as final.
- Professional licensing staff may not write the report on behalf of the board. Staff may work with the division's administrative team to fill in staff/board information, budgetary details, and other objective data.
- Boards may ask executive administrators, if they have one, to assist in compilation and articulation of how sunset recommendations and goals and objectives have been met, based on board meeting minutes and other public information.
- The Budget Recommendations section outlines the board's fiscal requests for the upcoming year. These requests will assist the division in anticipating, allocating, and approving additional expenses, when feasible.
 - Include details about anticipated travel, conference registrations, memberships, supplies, equipment, and other supplementary board preferences.
 - Out-of-state travel must be ranked in order of preference.
 - Travel expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS).
 - Be sure to explain any items listed as "other" so they may be tracked appropriately.
 - Videoconferences or virtual events that do not carry additional costs should not be listed.

BOARD NAME

Annual Report

Fiscal Year 2022



**Department of Commerce, Community
and Economic Development**

**Division of Corporations, Business
and Professional Licensing**

This annual performance report is presented by the board in accordance with AS 08.01.070(10).
Its purpose is to report the accomplishments, activities, and the past and present needs
of the licensing program from the board's perspective.

BOARD NAME
FY 2022 Annual Report

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BOARD NAME
FY 2022 Annual Report

Identification of the Board

Board Member	Duty Station	Date Appointed	Term Expires
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020

BOARD NAME
FY 2022 Annual Report

Identification of the Board (continued)

Board Member	Duty Station	Date Appointed	Term Expires
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020
Insert Name Here Board Seat Title	City Location	Mar 01, 2018	Mar 01, 2020

BOARD NAME
FY 2022 Annual Report

Identification of Staff

Insert Name Here – Executive Administrator

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Insert Name Here – Licensing Supervisor

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Insert Name Here – Investigator

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Insert Name Here – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Insert Name Here – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

BOARD NAME
FY 2022 Annual Report

Executive Summary of Board and Program Performance

BOARD NAME
Fiscal Year 2022 Annual Report

Goals and Objectives of FY2022

Describe this year's goals and objectives and how they were met. Include any strengths, weaknesses, opportunities, threats, and required resources:

BOARD NAME
Fiscal Year 2022 Annual Report

Goals and Objectives of FY2023

Describe the board's upcoming goals and objectives and proposed methods to achieve them. Include any strengths, weaknesses, opportunities, threats, and required resources:

BOARD NAME
Fiscal Year 2022 Annual Report

Legislative Recommendations for FY 2023

- ☐ **No Recommendations**
The board has no proposals for legislation at this time.
- ☐ **Recommendations**
The board intends to seek support for legislation regarding the following topics in the next fiscal year:

BOARD NAME
Fiscal Year 2022 Annual Report

Regulation Recommendations for FY 2023

☐ **No Recommendations**

The board has no plans for proposed regulations at this time.

☐ **Recommendations**

The board intends to propose regulations regarding the following topics in the next fiscal year:

BOARD NAME
Fiscal Year 2022 Annual Report

Sunset Audit Recommendations

Date of Last Legislative Audit:

Current Board Sunset Date:

Audit Recommendation:

Action Taken:

Next Steps:

Audit Recommendation:

Action Taken:

Next Steps:

Audit Recommendation:

Action Taken:

Next Steps:

Sunset Audit Recommendations (continued)

Audit Recommendation:
Action Taken:
Next Steps:

Audit Recommendation:
Action Taken:
Next Steps:

Audit Recommendation:
Action Taken:
Next Steps:

BOARD NAME
Fiscal Year 2022 Annual Report

Budget Recommendations for FY 2023

Board/Staff Travel Required for In-Person Board Meetings

Meeting Date	Location	# Board	# Staff
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Airfare: <input type="checkbox"/> Hotel: <input type="checkbox"/> Ground: <input type="checkbox"/> Other: Total Estimated Cost: </div> <div style="text-align: right;"> \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 </div> </div>			

Meeting Date	Location	# Board	# Staff
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Airfare: <input type="checkbox"/> Hotel: <input type="checkbox"/> Ground: <input type="checkbox"/> Other: Total Estimated Cost: </div> <div style="text-align: right;"> \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 </div> </div>			

Meeting Date	Location	# Board	# Staff
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Airfare: <input type="checkbox"/> Hotel: <input type="checkbox"/> Ground: <input type="checkbox"/> Other: Total Estimated Cost: </div> <div style="text-align: right;"> \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 </div> </div>			

Board/Staff Travel Required to Perform Examinations

Date	Location	# Board	# Staff
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Airfare: <input type="checkbox"/> Hotel: <input type="checkbox"/> Ground: <input type="checkbox"/> Other: Total Estimated Cost: </div> <div style="text-align: right;"> \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 </div> </div>			

Out-of-State Meetings or Additional In-State Travel☐ #1 Rank in Importance or ☐ Not Applicable

Date	Location	# Board	# Staff	
Description of meeting and its role in supporting the mission of the board:				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input type="checkbox"/> Airfare:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Hotel:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Ground:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Other	\$0.00	\$0.00	\$0.00	\$0.00
Describe "Other" (break out all sections):				
Net Total:	\$0.00	\$0.00	\$0.00	\$0.00

Out-of-State Meetings or Additional In-State Travel

#2 Rank in Importance

Date	Location	# Board	# Staff	
Description of meeting and its role in supporting the mission of the board:				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input type="checkbox"/> Airfare:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Hotel:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Ground:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Other	\$0.00	\$0.00	\$0.00	\$0.00
Describe "Other" (break out all sections):				
Net Total:	\$0.00	\$0.00	\$0.00	\$0.00

Out-of-State Meetings or Additional In-State Travel

#3 Rank in Importance

Date	Location	# Board	# Staff	
Description of meeting and its role in supporting the mission of the board:				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input type="checkbox"/> Airfare:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Hotel:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Ground:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Other	\$0.00	\$0.00	\$0.00	\$0.00
Describe "Other" (break out all sections):				
Net Total:	\$0.00	\$0.00	\$0.00	\$0.00

Non-Travel Budget Requests

☐ Not Applicable

☐ Resources

☐ Exam Proctors

☐ Membership

☐ Training

☐ Other

Product or Service	Provider	Cost Per Event
		\$0.00

Description of request and its role in supporting the mission of the board:

Non-Travel Budget Requests

☐ Not Applicable

☐ Resources

☐ Exam Proctors

☐ Membership

☐ Training

☐ Other

Product or Service	Provider	Cost Per Event
		\$0.00

Description of request and its role in supporting the mission of the board:

Summary of FY 2023 Fiscal Requests

Board Meetings	\$0.00
Out-of-State and Additional In-State Travel:	\$0.00
Dues, Memberships, Resources, Training:	\$0.00
Total Potential Third-Party Offsets:	—\$0.00
Other:	\$0.00
Total Requested:	\$0.00

Additional Comments

Annual Report

Fiscal Year 2021

Board of Massage Therapists



**Department of Commerce, Community
and Economic Development**

**Division of Corporations, Business
and Professional Licensing**

This annual performance report is presented in accordance with
Alaska statute AS 08.01.070(10).

Its purpose is to report the accomplishments, activities, and the
past and present needs of the licensing program.

**Board of Massage Therapists
FY 2021 Annual Report**

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**Board of Massage Therapists
FY 2021 Annual Report**

Identification of the Board

Board Member	Duty Station	Date Appointed	Term Expires
Dave Edwards-Smith Chair, Licensed Massage Therapist	Soldotna	November 25, 2014	Mar 01, 2022
Traci Gilmour Vice Chair, Licensed Massage Therapist	Juneau	November 25, 2014	Mar 01, 2021
Jill Motz Licensed Massage Therapist	Wasilla	January 23, 2017	Mar 01, 2022
Kristin Tri Licensed Massage Therapist	Eagle River	March 2, 2020	Mar 01, 2024
Julie Endle Public Member	Palmer	January 24, 2019	Mar 01, 2025

**Board of Massage Therapists
FY 2021 Annual Report**

Identification of Staff

Emily Sullivan – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-3811

Cynthia Spencer – Records and Licensing Supervisor

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
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Juneau, Alaska 99811-0806
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Michael Bowles – Investigator

Department of Commerce, Community & Economic Development
Investigations Section
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
(907) 269-8614

Shauna Muraco – Investigator

Department of Commerce, Community & Economic Development
Investigations Section
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
(907) 269-0056

Marilyn Zimmerman – Paralegal

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-1673

Board of Massage Therapists FY 2021 Annual Report

Narrative Statement

The Alaska Board of Massage Therapists licensing program has developed from the status of a new program to an established licensing program. The initial significant regulatory obligations have been satisfactory met. The board can anticipate adjustments to the regulatory framework as the massage professional continues its evolution over time. The board continues to partner with the division of professional licensing to improve efficiency in application processing to reduce program costs and decrease application processing time.

This Board has been a successful team of experts in the massage therapy profession that have serve Alaska in the licensing of safe and competent massage therapists. This board does anticipate the upcoming turnover of its volunteer members as three of the remaining senior board members will have termed out by March of 2022. The board has partnered with the division of professional licensing to discuss board training and transition strategies. The Board wishes to make their knowledgebase and experience as available as possible as the board of massage therapists continues to develop over time.

The Board of Massage Therapist General Licensing Data: The Board of Massage Therapists program has a total of 1,235 license with 87 new licenses approved in FY2021. There was a total of 815 licenses renewed for the 2019-2021 renewal period.

COVID-19 Board Action: The board worked through the challenges the COVID-19 pandemic in 2020. As the first board to adopt guidance of best practices for health and safety compliance in the massage profession, the board remained dedicated to updating this guidance, as necessary. The board worked to maintain communication with the licensed massage therapists as the pandemic evolved. The board chair attended bi-weekly virtual meetings of boards chairs representing health care boards to discuss the challenges of the COVID-19 pandemic. This information was important for all parties in collaborative work to develop a consensus of understandings as many licensed health care providers work in parallel of each other.

Massage Establishment Regulations: Massage establishment regulations were adopted by the office of the governor to finalize the initial regulatory obligations of the board. Regulations included to reflect registration fee as per 12.AAC 396 and investigative fee as per 12 AAC 79.930(b). Currently 7 massage establishments have been registered.

Distance Education Accreditation: The board adopted acceptance of two distance accreditation bodies. The Distance Education Accreditation Commission and the 195 Council on Higher Education Accreditation are approved by the board as accrediting bodies for massage therapy distance education programs.

Continued Education and Parallel Professions: The board determined that it was important to increase the available of continued education opportunities for licensed massage therapists. This action allows a licensed massage therapist to attend a course relevant to massage therapy that is presented by a health care provider that practices parallel to a massage therapist. It was approved by the board to accept continued education course provided by licensed parallel professions that are within the scope of practice for massage therapy. A written explanation of the applicability to the practice of massage therapy as per 08.61.100 is required upon renewal.

Vice Chair Election: Jill Motz was established by the board as the vice-chair of the board of massage therapists.

FSMTB Membership and Annual Meeting: Jill Motz attended a virtual FSMTB meeting to represent the board as a delegate to vote on resolutions that impact the by-laws of the FSMTB.

Board Transition to New Members: This board does expect a turnover of its volunteer members of three of the remaining senior board members will have termed out by March of 2022. The board is partnering with the division of professional licensing to adopt training, orientation, and mentoring strategies to ease the transition to effectively serving on the board.

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Budget Recommendations for FY 2022

The Budget Recommendations section anticipates the board's fiscal priorities for the upcoming year. Please complete all parts of this section with details about anticipated meetings, conferences, memberships, supplies, equipment, to other board requests. Meeting expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS). Be sure to explain any items listed as "other" so they may be tracked appropriately.

Board Meeting Date	Location	# Board	# Staff
September 9-10, 2021	Anchorage/Video Conference	4	2
<input checked="" type="checkbox"/> Airfare:			\$828.60
<input checked="" type="checkbox"/> Hotel:			\$750.00
<input checked="" type="checkbox"/> Ground:			\$100.00
<input checked="" type="checkbox"/> Other: M & I			\$620.00
Total Estimated Cost:			\$2,298.60

Board Meeting Date	Location	# Board	# Staff
December 2-3, 2021	Anchorage/Video Conference	4	1
<input checked="" type="checkbox"/> Airfare:			\$395.29
<input checked="" type="checkbox"/> Hotel:			\$500.00
<input checked="" type="checkbox"/> Ground:			\$100.00
<input checked="" type="checkbox"/> Other: M & I			\$468.00
Total Estimated Cost:			\$1,463.29

Board Meeting Date	Location	# Board	# Staff
February 17-18, 2022	Juneau/Video Conference	5	0
<input checked="" type="checkbox"/> Airfare:			\$1,926.50
<input checked="" type="checkbox"/> Hotel:			\$1,385.20
<input checked="" type="checkbox"/> Ground:			\$100.00
<input checked="" type="checkbox"/> Other: M & I			\$770.00
Total Estimated Cost:			\$4,181.70

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Budget Recommendations for FY 2022 (continued)

The Budget Recommendations section anticipates the board's fiscal priorities for the upcoming year. Please complete all parts of this section with details about anticipated meetings, conferences, memberships, supplies, equipment, to other board requests. Meeting expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS). Be sure to explain any items listed as "other" so they may be tracked appropriately.

Board Meeting Date	Location	# Board	# Staff
June 16-17, 2022	Video Conference	4	1
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Other:			\$0.00
Total Estimated Cost:			\$0.00

Board Meeting Date	Location	# Board	# Staff
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Other:			\$0.00
Total Estimated Cost:			\$0.00

Board Meeting Date	Location	# Board	# Staff
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Other:			\$0.00
Total Estimated Cost:			\$0.00

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Budget Recommendations for FY 2022 (continued)

Travel Required to Perform Examinations

☒ Not applicable

Date	Location	# Board	# Staff
Description of meeting and its role in supporting the mission of the Board:			
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Conference:			\$0.00
<input type="checkbox"/> Other:			\$0.00
Describe "Other" (break out all sections):			
Total Estimated Cost:			\$0.00

Out-of-State Meetings and Additional In-State Travel (Rank in order of importance)

☒ #1 Rank in Importance or ☐ Not Applicable

Date	Location	# Board	# Staff	
October 7-9, 2021	Charlotte, NC	2	1	
Description of meeting and its role in supporting the mission of the Board:				
Annual meeting of board delegates and staff to discuss vital issues in the industry such as identifying fraudulent applications in the massage therapy profession, massage education standards, establishments, active participation in the direction and policy of the Federation, state regulations, and human trafficking. FSMTB pays for one board delegate through direct booking and 3rd party Reimbursement and offers discounted room rate for any other attendees. All costs for 2nd person to attend would be paid by the board. Breakout sessions make it important that 1 senior board member and 1 junior board member attend. The attendance of both a senior board member and a junior board member meets the boards new member transition goals.				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$1,480.00	\$740.00	\$0.00	\$2,220.00
<input checked="" type="checkbox"/> Hotel:	\$954.00	\$0.00	\$822.00	\$1,776.00
<input checked="" type="checkbox"/> Ground:	\$100.00	\$0.00	\$0.00	\$100.00
<input checked="" type="checkbox"/> Conference:	\$1,050.00	\$0.00	\$0.00	\$1,050.00
<input checked="" type="checkbox"/> Other M & I	\$372.00	\$0.00	\$0.00	\$372.00
Describe "Other" (break out all sections):				
Net Total:	\$3,956.00	\$740.00	\$822.00	\$5,518.00

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Budget Recommendations for FY 2022 (continued)

Non-Travel Budget Requests

- | | | |
|--|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Not Applicable | <input type="checkbox"/> Resources | <input type="checkbox"/> Examinations |
| <input checked="" type="checkbox"/> Membership | <input type="checkbox"/> Training | <input type="checkbox"/> Other |

Product or Service	Provider	Cost Per Event
Federation of State Massage Therapy Board	FSMTB	\$951.00

Description of item and its role in supporting the mission of the Board:

The Board of Massage Therapists continues to benefit from its annual membership to the Federation of State Massage Therapy Boards. The Board of Massage Therapists recognizes the exceptional value of the FSMTB as a resource of research, education, and support for member boards. The FSMTB provides services that currently serve to the Board of Massage Therapists goals and objectives as we look forward to 2022.

Non-Travel Budget Requests

- | | | |
|---|------------------------------------|---|
| <input type="checkbox"/> Not Applicable | <input type="checkbox"/> Resources | <input type="checkbox"/> Examinations |
| <input type="checkbox"/> Membership | <input type="checkbox"/> Training | <input checked="" type="checkbox"/> Other |

Product or Service	Provider	Cost Per Event
Massage Therapy Licensing Database (MTLD)	FSMTB	\$0.00

Description of item and its role in supporting the mission of the Board:

FSMTB has developed the *Massage Therapy Licensing Database (MTLD)*, to provide a comprehensive view of massage therapists regulated in the United States, to facilitate the role of public protection among state licensing boards and agencies, and to support licensure portability. This service is an integral component for reducing fraud in the licensure process by allowing board staff access to therapist records which will show disciplinary actions taken by other jurisdictions. The uploading of data into this system began in 2019 and states incur zero financial burden for participating in this service. (Was presented to Division in 2018 but was denied because the resources were not available in IT).

Non-Travel Budget Requests

- | | | |
|---|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Not Applicable | <input type="checkbox"/> Resources | <input type="checkbox"/> Examinations |
| <input type="checkbox"/> Membership | <input type="checkbox"/> Training | <input type="checkbox"/> Other |

Product or Service	Provider	Cost Per Event
		\$0.00

Description of item and its role in supporting the mission of the Board:

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Budget Recommendations for FY 2022 (continued)

Other Items with a Fiscal Impact

☐ Not Applicable

Cost Per Event: \$0.00

Number of Events: 0

Product or Service

Provider

Total Cost

\$0.00

Description of item and its role in supporting the mission of the Board:

Other Items with a Fiscal Impact

☐ Not Applicable

Cost Per Event: \$0.00

Number of Events: 0

Product or Service

Provider

Total Cost

\$0.00

Description of item and its role in supporting the mission of the Board:

Summary of FY 2022 Fiscal Requests

Board Meetings and Teleconferences:	\$7,943.59
Travel for Exams:	\$0.00
Out-of-State and Additional In-State Travel:	\$5,518.00
Dues, Memberships, Resources, Training:	\$951.00
Total Potential Third-Party Offsets:	-\$1,562.00
Other:	\$0.00
Total Requested:	\$12,850.59

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Legislation Recommendations Proposed Legislation for FY 2022

☐ **No Recommendations**

The Board has no recommendations for proposed legislation at this time.

☒ **Recommendations**

The Board has the following recommendations for proposed legislation:

Unfair Discrimination Sec. 21.36.090

The Board of Massage Therapists is in support in the amendment of 21.36.090, Unfair Discrimination (d). Massage Therapists are defined in statute AS 18.23.400(n)(5) as health care providers. Massage therapy are currently omitted from the "Unfair Discrimination" Statute. Omittance from this statute exposes massage therapists to unfair discrimination against a person who provides a service covered under a group health insurance policy.

Sec. 21.36.090. Unfair Discrimination

(d)Except to the extent necessary to comply with AS 21.42.365 and AS 21.56, a person may not practice or permit unfair discrimination against a person who provides a service covered under a group health insurance policy that extends coverage on an expense incurred basis, or under a group service or indemnity type contract issued by a health maintenance organization or a nonprofit corporation, if the service is within the scope of the provider's occupational license. In this subsection, "provider" means a state licensed physician, physician assistant, dentist, osteopath, optometrist, chiropractor, advanced practice registered nurse, naturopath, physical therapist, occupational therapist, marital and family therapist, psychologist, psychological associate, licensed clinical social worker, licensed professional counselor, or certified direct-entry midwife.

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Regulation Recommendations Proposed Legislation for FY 2022

☐ **No Recommendations**

The Board has no recommendations for proposed regulations at this time.

☒ **Recommendations**

The Board has the following recommendations for proposed regulations:

Transcript Analysis Form

The board evaluates transcripts to determine an applicant's education has met the minimum competencies required to practice. The variability of curriculum has resulted in the need for a transcript analysis form during this verification process. The board determined that the completion of this document in the application process expedites the licensing process by providing clarity in the transcript analysis process. The board will seek regulation project to make the completion of this document a requirement in the application process.

The board will continue to work and draft regulations as needed to meet industry changes and needs.

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Goals and Objectives

Part I

FY 2021's goals and objectives, and how they were met:

1. Establishment Registration Program and Compliance Checks

The Board partnered with Investigations team to develop compliance check lists consistent with regulation to assist in onsite establishment compliance checks.

2. Disciplinary Matrix

The Board reviewed its disciplinary matrix and determined standards of case review that resulted in expediting cases and improved consistency.

3. Transcript Analysis Breakdown

The Board tasked members to research and presented methods of application transcript analysis to be submitted by the applicant with their initial application.

4. Town Hall Meeting and Public Communication

The Board met in person during the September 10-11, 2020 meeting to organize a public town hall forum in Anchorage.

5. Continued Education Ethics Requirement

The Board tasked members to research continued education requirements in the massage therapy profession in regard to ethics.

Board of Massage Therapists Fiscal Year 2021 Annual Report

Goals and Objectives

Part II

FY 2022's goals and objectives, and proposed methods to achieve them.

Describe any strengths, weaknesses, opportunities, threats and required resources:

- 1. Board Transition to New Members:** This board does anticipate the upcoming turnover of its volunteer members as three of the remaining senior board members will have termed out by March of 2022. The board has partnered with the division of professional licensing to discuss board training and transition strategies. The Board wishes to make their knowledgebase and experience as available as possible as the board of massage therapists continues to develop over time. These strategies will include additional training resource documents, mentored orientation with a senior board member and in person attendance of the FSMTB annual meeting with a senior board member.
- 2. Transcript Analysis:** The Board evaluates transcripts to determine an applicant's education has met the minimum competencies required to practice. The variability of curriculum has resulted in the need for a transcript analysis form during this verification process. The board determined that the completion of this document in the application process expedites the licensing process by providing clarity in the transcript analysis process. The board will seek regulation project to make the completion of this document a requirement in the application process.
- 3. Communication with Legislative Body:** Conduct an in-person meeting associated with legislative session to take steps to meet in person and educate the legislative of human trafficking concerns and the profession of massage therapy.
- 4. Operating Budget:** The Board will continue to operate with a positive budget to meet board goals and objectives.
- 5. National Representation:** Continue representation at the national level including sending board appointed member staff to valued conferences that are relevant to regulation and board related activities.
- 6. Annual In-State In person Meeting:** The Board has identified a significant value in holding a yearly in person town hall forum to address questions presented by the public regarding the board of massage therapy. This forum provides valuable feedback to the boards goals of objective to continue to improve the application process and its knowledge of the massage profession as it pertains to Alaska.
- 7. Certified Translator:** The Board has identified that a certified translator will need to be determined if application information requires language translation.

**Board of Massage Therapists
Fiscal Year 2021 Annual Report**

Sunset Audit Recommendations

Date of Last Legislative Audit: **October 11, 2017**
Board Sunset Date: **June 30, 2024**

Audit Recommendation: Improvements are needed to comply with the federal standards over criminal history record information obtained as part of the licensing process.

Action Taken: Implimentation of OnBoard for secure transmission of confidential materials, additional disclosure information relating to fingerprint cards and background reports was included on the board's website and in applications.

Next Steps: N/A

Date Completed:

Application by Credentials Review Guide

Approval Pending, Denial or Tabled Votes

Board members are completing PDF ballots when onboard approvals are not YES answers. Explanation and justification of action by citing regulation is necessary when votes result in a pending action, denial or tabled votes. Included in this document is the application content that requires board approval or action with the associated statute and regulation.

These examples are intended to provide guidance with common application review considerations.

Application By Credentials

Professional Fitness ☐ CPR Certification ☐ Bloodborne Pathogen ☐
Verification of License in Good Standing ☐ Education ☐

Professional Fitness Question

Statute - Sec. 08.61.030. (5) has been fingerprinted and has provided the fees required by the Department of Public Safety under AS 12.62.16 for criminal justice information and a national criminal history record check; the fingerprints and fees shall be forwarded to the Department of Public Safety to obtain a report of criminal justice information under AS 12.62 and a national criminal history record check under AS 12.62.400;

Sec. 08.61.040. The board shall issue a license to practice massage therapy to a person who;

(5) is not the subject of an unresolved complaint or disciplinary action before a regulatory authority in this state or another jurisdiction;

(6) has not had a certificate or license to practice massage therapy revoked, suspended, or voluntarily surrendered in this state or another jurisdiction;

- a. Approval Pending
 - Board Fitness to Practice Review as per Sec. 08.61.040 (5)
 - Board Fitness to Practice Review as per Sec. 08.61.040 (6)
- b. Deny
 - Does not meet the pass requirements of a license in good standing in another state or jurisdiction as per Sec. 08.61.040 (6)
- c. Table
 - Full board review of applicant's previous license action as per Sec. 08.61.040 (5)
 - Full board review of applicant's license status as per Sec. 08.61.040 (6)

Cardiopulmonary Resuscitation Certification

Statute - Sec. 08.61.040. (8) has a current cardiopulmonary resuscitation certification;

Regulation

12 AAC 79.110

(b) (3) current certification in cardiopulmonary resuscitation through the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization.

Approval Pending

- Receipt of Documentation of a current CPR certification as per 12 AAC 79.110 (b) (3)

Deny

- Insufficient documentation of a current CPR certification as per 12 AAC 79.110 (b) (3)

Table

- Full board review of CPR documentation as per 12 AAC 79.110 (b) (3)

Substantially Equal Licensing Requirements

Massage School Education, 625 Hours, Accreditation

Statute - 08.61.030.

(3) furnishes evidence satisfactory to the board that the person has completed a

(A) course of study of at least 625 hours of in-class supervised instruction and clinical work from an approved massage school

Statute - Sec. 08.61.040.

(9) is currently (A) licensed to practice massage therapy in another state or country that has licensing requirements that are substantially equal to or greater than the requirements of this state; or

(B) certified by a certification entity approved by the board.

12 AAC 79.110. b 2 (a) holds a current license to practice massage therapy in another state, jurisdiction, or country where licensing requirements are substantially equal to or greater than the requirements of this state; or (b) is certified by a board-approved credentialing entity

(c) Before approving an applicant for licensure by credentials, the board may require additional documentation to substantiate the education claimed by the applicant.

12 AAC 79.140. MESSAGE SCHOOL EDUCATION REQUIREMENTS (CURRENTLY PENDING REGULATION CHANGE)

a. Approval Pending

- Documentation of education to substantiate licensing requirements as per 12 AAC 79.110 (a) and or (b) and or (c)

b. Deny

- Documentation provided does not meet the licensing requirements of a substantially equal education in another state as per 12 AAC 79.110 (a) and or (b) and or (c)

c. Table

- Full board review of applicant's documentation to determine a substantially equal education in another state as per 12 AAC 79.110 (a) and or (b) and or (c)

Application by Examination Review Guide

Approval Pending, Denial or Tabled Votes

Board members are completing PDF ballots when onboard approvals are not YES answers. Explanation and justification of action by citing regulation is necessary when votes result in a pending action, denial or tabled votes. Included in this document is the application content that requires board approval or action with the associated statute and regulation.

These examples are intended to provide guidance with common application review considerations.

Application By Examination

Professional Fitness ☐ CPR Certification ☐
Bloodborne Pathogen ☐ Education ☐ Examination ☐

Professional Fitness Question

Statute

Sec. 08.61.030. Qualifications for license. The board shall issue a license to practice massage therapy to a person who (9) has not been convicted of, or pled guilty or no contest to, a crime involving moral turpitude, or who has been convicted of, or pled guilty or no contest to, a crime involving moral turpitude if the board finds that the conviction does not affect the person's ability to practice competently and safely.

Regulation

12 AAC 79.910. "MORAL TURPITUDE" DEFINED. Under AS 08.61.030, a crime involving moral turpitude includes (1) homicide; (2) manslaughter; (3) assault; (4) stalking; (5) kidnapping; (6) sexual assault; (7) sexual abuse of a minor; (8) unlawful exploitation of a minor, including possession or distribution of child pornography; (9) indecent exposure; (10) unlawful distribution or possession of a controlled substance; (11) prostitution; (12) sex trafficking; (13) murder; (14) human trafficking; (15) criminal sexual conduct; (16) incest; (17) robbery; (18) extortion; (19) forgery; (20) theft; (21) endangering the welfare of a child; (22) endangering the welfare of a vulnerable adult; (23) reckless endangerment.

- a. Approval Pending
 - I can see no circumstance where this is a legitimate vote
- b. Deny
 - **12 AAC 79.910. "MORAL TURPITUDE" DEFINED.** Under AS 08.61.030, a crime involving moral turpitude includes (#)
- c. Table
 - **Board Fitness to Practice Review as per 12 AAC 79.910. "MORAL TURPITUDE" DEFINED.** Under AS 08.61.030, a crime involving moral turpitude includes (#)
 - **Board Review as per 12 AAC 79.910. "MORAL TURPITUDE" DEFINED.** Under AS 08.61.030, a crime involving moral turpitude includes (#)

Cardiopulmonary Resuscitation Certification

Statute

Sec. 08.61.030. Qualifications for license. The board shall issue a license to practice massage therapy to a person who; (6) has a current cardiopulmonary resuscitation certification.

Regulation

12 AAC 79.100 (4) a current certification in cardiopulmonary resuscitation from the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization;

Examples

- a. Approval Pending
 - Receipt of Documentation of a current CPR certification as per 12 AAC 79.100 (4)
- b. Deny
 - Insufficient documentation of a current CPR certification as per 12 AAC 79.100 (4)
- c. Table
 - Full board review of CPR documentation as per 12 AAC 79.100 (4)

Bloodborne Pathogens 2 Hours

Statute

Sec. 08.61.030. (7) has received at least two hours of safety education covering bloodborne pathogens and universal precautions in the two years preceding the application for the license; in this paragraph, "bloodborne pathogens" has the meaning given in AS 18.15.450

Regulation

12 AAC 79.100 (B) on or after July 1, 2019, verification of having completed at least two hours of safety education in bloodborne pathogens and universal precautions in the two years preceding the application.

Examples

- d. Approval Pending
 - Receipt of Documentation of a 2 hours of bloodborne pathogens education as per 12 AAC 79.100 (7)
- e. Deny
 - Insufficient documentation of a 2 hours of bloodborne pathogens education as per 12 AAC 79.100 (7)
- d. Table
 - Full board review of CPR documentation as per 12 AAC 79.100 (7)

Verification of Education

Statute

Sec. 08.61.030. (3) furnishes evidence satisfactory to the board that the person has completed a

(A) course of study of at least 625 hours of in-class supervised instruction and clinical work from an approved massage school

Regulation

12 AAC 79.100. (B) on or after July 1, 2019, an official school transcript evidencing completion of a course of study of at least 625 hours of in-class supervised instruction and clinical work from a massage therapy school or program that

(i) has authorization to operate from the Alaska Commission on Postsecondary Education under AS 14.48 or from a similar agency of another state; or

(ii) is accredited by a nationally recognized accrediting agency;

(c) In this section, “in-class supervised instruction” means education received either in a physical classroom or through online distance education.

(d) To meet the educational requirements of this section and 12 AAC 79.140(b), online distance education courses

(1) must be completed through a board-approved online distance education monitoring program;

(2) must meet the requirements of (b)(2)(B) of this section; and

(3) may not include the practical application hours described in 12 AAC 79.140(b)(6).B

a. Approval Pending

- **Massage therapy education** Documentation of completion of 625 hours of as per 12 AAC 79.100. (B)
- **Accreditation** documentation of massage school as per per 12 AAC 79.100 (B) (i) and (ii)

b. Deny

- **Massage therapy education** does not meet the 625 hour requirement as per 12 AAC 79.100. (B)
- **Accreditation** of massage therapy education does not meet requirements for licensure as per 12 AAC 79.100 (B) (i) and (ii)

c. Table

- Full board review of **Massage therapy education** as per 12 AAC 79.100. (B)
- Full board review of accreditation as per 12 AAC 79.100 (B) ii

Verification of Competency Examination

Statute

Sec. 08.61.030. (8) has successfully completed a nationally recognized competency examination approved by the board

Regulation

12 AAC 79.100. (3) verification, sent directly from the appropriate agency to the division office, of having passed

(A) the Massage and Bodywork Licensing Examination (MBLEX) administered by the Federation of State Massage Therapy Boards; or

(B) the National Certification Examination for Therapeutic Massage or the National Certification Examination for Therapeutic Massage and Bodywork, each administered by the National Certification Board for Therapeutic Massage and Bodywork, if the applicant took the examination before February 1, 2015;

a. Approval Pending

- **Documentation of completion of a** nationally recognized competency examination as per 12 AAC 79.100 3 (A) (B)

b. Deny

- Does not meet the pass requirements of MBLEX/NCBTMB Exam.

c. Table

- Full board review of the MBLEX exam submission as per 12 AAC 79.100 3 (A)

MAS - Jie Wang - 107435 - Reinstatement

Approval Details

Motion:

Second:

Open Date: 04/01/2022 5:00 PM Alaskan Daylight Time

Close Date: 04/08/2022 9:26 AM Alaskan Daylight Time

Approval Description

Vote on Application for Licensure Reinstatement per 12 AAC 79.200(c)(1&2): "the board will reinstate a massage therapy license that has lapsed less than 3 years if the applicant submits the correct application, fees, provides proof of current CPR, and provides proof of completion of all continuing education required.

The applicant submitted 16 hours of continuing education hours completed between October 1, 2019 through September 30, 2021.

When voting on this application, please indicate:

- 1- If application is approved
- 2- Anything outstanding that must be satisfied (approved pending) prior to application being approved
- 3- If content of CE's are approved for remedial CE courses.

For reference, please see the CE Disciplinary Matrix and the 2018 Unacceptable CE List below.

Approval Results

Vote - Tabled by Julie Endle for discussion at the next meeting.

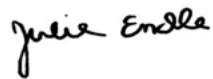

1/5 (20%) Voted "Yes".

1/5 (20%) Voted "No".

0/5 (0%) Voted "Abstain".

3/5 (60%) No vote placed.

Voter	Final Vote	Electronic Vote Date	Signature
Amanda Nosich	NONE		
Kelli Shew	NONE		

Kristin Tri	NONE		
Julie Endle	NO	04/07/2022	
Jill Motz	YES	04/05/2022	

Comment Date	Participant	Comment
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BOARD OF MASSAGE THERAPISTS
MAIL BALLOT
(updated 10/21/2020)

Board Member Name: Julie Endle

Vote of Application for: MAS - Jie Wang - 107435 - Reinstatement
As a member of the Board of Massage Therapists, I have reviewed the application of the applicant named above, and vote as follows:

1. ☐ **Approve** for Licensure as a Massage Therapist in the State of Alaska
2. ☐ **Approve Pending** for Licensure as a Massage Therapist in the State of Alaska
(Must include specific requirement(s) needed for approval **and** statute/regulation)
3. ☐ **Deny** for Licensure as a Massage Therapist in the state of Alaska
(Must include specific requirement(s) needed for approval **and** statute/regulation)
4. ☒ **Table** a vote on this application until the next board meeting
(Must indicate if "tabling" for 1) discussion **or** 2) the need for more information **and** what information is needed, if applicable)
5. ☐ **Recusal** requested from Board Chair
(Must indicate conflict of interest specifics. Member may not recuse itself out of a quorum)

If you checked item 2, 3, 4, or 5, please use the space below for specifics and/or reference(s) to statute/regulation:

12 AAC 79.200., 12 AAC 79.210-Would like to discuss with board the inconsistencies in CE certificates. CE's do not have all the required information. See Exhibit 1 document
CE's has LIC MA83207 which is referred to on the CE. That Lic has expired.

Board Member Signature: Julie Endle Dated: 4-7-2022
You may email, fax, or mail your ballot back to your examiner to relay your vote.

Examiner Email: cynthia.spencer@alaska.gov

Secure Fax: 907- 465-2974

Mail to: Board of Massage Therapists
Division of Corporations, Business and Professional Licensing
PO Box 110806
Juneau, AK 99811-0806

IMPORTANT NOTICE: Board action on the matter noted above is taken via a mail vote in accordance with Alaska Statute 44.62.600. Due to open meeting requirements in this state, members are reminded not to discuss this matter with one another. If a member feels there are questions or concerns that warrant discussion by the board prior to voting, the licensing examiner should be contacted. Depending on the timeframe, action on this matter may be delayed until a regularly scheduled meeting of the board or a special teleconference may be convened as applicable for the purpose of application review.

Inconsistencies with CE Certificate

1. All CE's does not have an Approved Provider; it states on the web-site it is only approved for Florida only; see screen shot below
2. CE's, except for one, do not have email address, phone number, nor address.
3. CE's show a MA83207 Lic. This Lic is expired; see screen shot below

12 AAC 79.200., 12 AAC 79.210 LICENSE RENEWAL

(2) proof satisfactory to the board of completion of all continuing education required by 12 AAC 79.210, during the concluding licensing period.

(e) Continuing education must be completed through a

- (1) board-approved massage therapy or bodywork therapy school or training program;
- (2) regionally or nationally accredited institution of higher education; a course, seminar, workshop, or other program through that institution must be approved by the board as directly related to the skills and knowledge required

(3) local, state, or national professional organization that serves the massage therapy profession, including

- (A) Associated Bodywork and Massage Professionals;
- (B) the American Massage Therapy Association;
- (C) the Federation of State Massage Therapy Boards; and
- (D) the National Certification Board for Therapeutic Massage and Bodywork.

08/30/21 Sports Massage: An Overview for Massage Therapists

PROVIDER

Achieve CE - Education Services 2.0

08/30/21 Promoting Healing and Recovery in the Athlete: A Guide to Sports Massage Enjoyable Education, LLC 2.0

08/30/21 1-Hour Human Trafficking: Mandatory Course

Advanced Massage Techniques 1.0

08/30/21 Florida Massage Therapist Online CE Package - 12 Hours Achieve CE - Education Services

Medical Errors

Professional Ethics

Laws and Rules of the Board

General 2.0

6.0

08/30/21 Understanding the Anatomy and Function of the Spinal Cord: A Guide for
Massage Therapists 3.0 Achieve CE - Education Services

08/30/21 The Ethics of Working with People with Cancer 3.0 Laura Allen

08/30/21 The Fundamentals of Diabetes for Massage Therapists 1.5 Achieve CE - Education Services

08/30/21 FL Massage Therapists: Kinesiology Review 2.0 Achieve CE - Education Services

TOTAL CONTACT HOURS 26.5



MAS - Chloe Clark-Berry # [REDACTED] - Random CE Audit

Approval Details

Motion:

Second:

Open Date: 12/24/2021 4:00 PM Alaskan Standard Time

Close Date: 01/07/2022 4:00 PM Alaskan Standard Time

Approval Description

Review and Vote on Continuing Education that was submitted by licensee to comply with mandatory audit (with consent agreement) or random audit. A "yes" vote would mean that licensee submitted at least 16 hours of acceptable continuing education relating to the profession of massage therapy, sponsored by an organization that serves the massage profession or institute of higher education, between 10/1/2019 and 9/30/2021, and has the required certificate information. A "no" vote would mean that the licensee did not meet the above criteria. [Examples: The applicant only submitted 10 hours and would need 6 more to meet the requirements OR submitted 22 hours total but 14 are not within the required date range, so the applicant would need 8 more hours to meet the requirement.] A "no" vote will require ONBOARD VOTE 1ST and then a special CE mail ballot (attached) with deficits clearly described so that a referral to the Paralegal can occur.

Please ensure your mail ballot includes such specifics as: -Indicate course name/hours that are approved (if any) -List courses are not approved including reason certificates submitted are not approved (i.e. content, sponsor, outside date range or after application submission, does not meet regulation 12 AAC 79.210(*)(*)).

All submitted certificates that meet the minimum criteria are included for board consideration with the exception that only CPR certificates that provide proof of being "hands-on" are included. REQUIREMENTS: 16 hours of Continuing Education (CE) must be completed between 10/1/2019 and 9/30/2021. Continuing Education must be completed through: 1. Nationally or regionally accredited institute of higher education OR 2. Local, state, or national professional organization that serves the massage therapy profession such as ABMP, AMTA, FSMTB, or NCBTMB per 12 AAC 79.210. Certificates must have (1) the name of the licensee; (2) the amount of continuing competency credit awarded; (3) a description of the continuing competency activity; (4) the dates of actual participation or successful completion; (5) the name and mailing address of the instructor, sponsor, or other verifier; and (6) the Internet address of an online provider that can verify individual student attendance [er 12 AAC 02.960(e) [please note this regulation has changed since the last audit period].

Approval Results




Vote - Tabled for in-person discussion

2/4 (50%) Voted "Yes".

1/4 (25%) Voted "No".

0/4 (0%) Voted "Abstain".

1/4 (25%) No vote placed.

Voter	Final Vote	Electronic Vote Date	Signature
Jill Motz	NONE		
David Edwards-Smith	YES	01/07/2022	
Julie Endle	NO	01/05/2022	
Kristin Tri	YES	01/03/2022	

Comment Date	Participant	Comment
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TABLE 1: CONTINUING EDUCATION COMPLETED BETWEEN OCTOBER 1, 2019 AND SEPTEMBER 30, 2021

DATE	COURSE	PROVIDER	TOTAL HOURS
10/12-13/19	REFLEXOLOGY WORKSHOP Round About: Respiration	Touchpoint	14.0
May-20	"Three-Prong Approaches to Face Reflex Therapy"	Reflexology Association of California	3.0
7/17-18/20	Webinar Round about: Hip-Groin-Sciatica-Knee	Touchpoint	14.0
12/17/20-1/8/21	Webinar Round about: Stress	Touchpoint	10.5
1/25-27/21	Webinar Round about: The Neck	Touchpoint	7.0
6/10-12/21	Webinar Round about: The Shoulder	Touchpoint	7.0
7/19/21/21	Webinar Round about: Headache & Migraine	Touchpoint	7.0
10/13/21	Ethics for Massage Therapists: A Comprehensive Overview	amta	3.0
	TOTAL CONTACT HOURS		65.5

*Renewed August 14, 2021

**BOARD OF MASSAGE THERAPISTS
SECURE PORTAL / MAIL BALLOT**

Board Member Name: David Edwards-Smith

Vote of Application for: CHLOE CLARK-BERRY

As a member of the Board of Massage Therapists, I have reviewed the continuing education of the licensee named above, and vote as follows:

1. Approve Continuing Education
2. ☒ Approve Continuing Education pending
3. Deny Continuing Education

If you checked item 2 or 3 for a specific reason, please state any action needed and reason below:

3 credits of the course "Ethics for Massage Therapists: A Comprehensive Overview" are acceptable as per 2 AAC 79.210 and were completed outside of date range.

Approval pending completion 13 credits of education as per 2 AAC 79.210 and consent agreement regarding completion of credits outside of date range.

Board Member Signature:  Dated: 1-6-22

You may email, fax, or mail your ballot back to your examiner to relay your

vote. Examiner Email: emily.sullivan@alaska.gov

Secure Fax: (907) 465-2525

Mail to: Board of Massage Therapists
Division of Corporations, Business and Professional Licensing
PO Box 110806
Juneau, Alaska 99811-0806

IMPORTANT NOTICE: Board action on the matter noted above is taken via a mail vote in accordance with Alaska Statute 44.62.600. Due to open meeting requirements in this state, members are reminded not to discuss this matter with one another. If a member feels there are questions or concerns that warrant discussion by the board prior to voting, the licensing examiner should be contacted. Depending on the timeframe, action on this matter may be delayed until a regularly scheduled meeting of the board or a special teleconference may be convened as applicable for the purpose of application review.

**BOARD OF MASSAGE THERAPISTS
SECURE PORTAL / MAIL BALLOT**

Board Member Name: Julie Endle
Vote of Application for: Chloe Clark-Berry # 101841 - Random CE Audit

As a member of the Board of Massage Therapists, I have reviewed the continuing education of the licensee named above, and vote as follows:

1. ☐ Approve Continuing Education
2. ☒ Approve Continuing Education pending
3. ☐ Deny Continuing Education

If you checked item 2 or 3 for a specific reason, please state any action needed and reason below:

TABLE for discussion: Would like to discuss if Reflexology meets CE requirements as outlined in 12 AAC 79.210 Continuing Education must be completed through: 1. Nationally or regionally accredited institute of higher education OR 2. Local, state, or national professional organization that serves the m

Depending outcome of discussion: 3.0 Ethics approved - 13 additional of CE hrs needed for approval - 63.5 are unapproved -See next line

Not approved 10/12-13/19 May-20 7/17-18/20 COURSE REFLEXOLOGY WORKSHOP Round About: Respiration "Three-Prong Approaches to Face Reflex Therapy" Webinar Round about: Hip-Groin-Sciatica-Knee 12/17/20-1/8/21 Webinar Round about: Stress 1/25-27/21 6/10-12/21 7/19/21/21 10/13/2

Board Member Signature: Julie Endle Dated: 01-05-2022

You may email, fax, or mail your ballot back to your examiner to relay your

vote. Examiner Email: reid.bowman@alaska.gov

Secure Fax: (907) 465-2525

Mail to: Board of Massage Therapists
Division of Corporations, Business and Professional Licensing
PO Box 110806
Juneau, Alaska 99811-0806

IMPORTANT NOTICE: Board action on the matter noted above is taken via a mail vote in accordance with Alaska Statute 44.62.600. Due to open meeting requirements in this state, members are reminded not to discuss this matter with one another. If a member feels there are questions or concerns that warrant discussion by the board prior to voting, the licensing examiner should be contacted. Depending on the timeframe, action on this matter may be delayed until a regularly scheduled meeting of the board or a special teleconference may be convened as applicable for the purpose of application review.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

BOARD OF MASSAGE THERAPISTS

P.O. Box 110806
Juneau, Alaska 99811-0806
Main: 907.465.2550
Fax: 907.465.2974

October 22, 2021

CHLOE CLARK-BERRY

101841

RECEIVED
Juneau
NOV 05 2021

Please see attached

Division of Corporations, Business
and Professional Licensing

Dear Licensee:

Your Massage Therapist license has been randomly selected for audit. Please submit documentation showing completion of the continuing education requirements as certified on your 2021 renewal application. For the board to review your continuing education, you will need to submit copies of the course/workshop/seminar completion forms, such as a certificate of completion, and must include the following information as set forth in 12 AAC 02.960(e).

The documentation must include a valid copy of a certificate or similar verification of satisfactory completion of the continuing competency activities claimed that provides

- (1) the name of the licensee;
- (2) the amount of continuing competency credit awarded;
- (3) a description of the continuing competency activity;
- (4) the dates of actual participation or successful completion;
- (5) the name and mailing address of the instructor, sponsor, or other verifier; and
- (6) the Internet address of an online provider that can verify individual student attendance.

A licensee applying for renewal of a massage therapist license must complete continuing education credits as set forth under 12 AAC 79.210.

Licenses issued on or before September 30, 2020 – You must document 16 hours of continuing education completed between October 1, 2019 and September 30, 2021.

You must respond to this audit by submitting properly completed documentation as referenced in this notice no later than November 21, 2021.

Failure to successfully complete this audit may result in disciplinary sanctions.

Please forward the required documentation directly to:

Board of Massage Therapists
Division of Corporations, Business and Professional Licensing
PO Box 110806
Juneau, AK 99811-0806

OR email documentation to: boardofmassagetherapists@alaska.gov

Please contact this office in writing with questions at boardofmassagetherapists@alaska.gov. You may also call or call 907-465-2550.

Respectfully,
Staff
Board of Massage Therapists

Chloe Clark-Berry, LMT, BCTMB, NBCR



Additional Continuing Education Documentation Information

Touchpoint

Ryesgade 27 Baghuset

1 sal, 2200 Kobenhavn, Denmark

www.touchpoint.dk

#ARCB Provider#P00156

American Reflexology Certification Board

2586 Knightsbridge Rd. SE

Grand Rapids, Michigan 49546

info@arcb.net

Ko Tan, LMT, NCBMT, NBCR

Academy of Radiant Health

6045 Pattingham Dr.

Roswell, GA 30075

www.AcademyOfRadiantHealth.com

NCBTMB provider #336488

Reflexology Association of California

P.O. Box 160344

Sacramento, CA 95816-0344

info@reflexology-ca.org

RECEIVED
Juneau

NOV 05 2021

Division of Corporations, Business
and Professional Licensing

CERTIFICATE OF ATTENDANCE
and Award of 14 Hours of Post Graduate Training

Touchpoint

REFLEXOLOGY WORKSHOP

© Round About: Respiration

Hood River, OR, October 12th – 13th 2019

presented to

Chloe Clark-Berry

Dorthe Krogsgaard

Dorthe Krogsgaard

Peter Lund Frandsen

Peter Lund Frandsen

Touchpoint, P00156, is approved as a provider of
continuing education by the American Reflexology
Certification Board

RECEIVED
Juneau
NOV 05 2021
Division of Corporations, Business
and Professional Licensing

REFLEXOLOGY ASSOCIATION OF CALIFORNIA

RECEIVED
Juneau

NOV 05 2021

Division of Corporations, Business
and Professional Licensing

THIS CERTIFICATE IS AWARDED TO

Chloe Clark-Berry

For participation in the Webinar Series "Three-Prong Approaches to Face Reflex Therapy" by Ko Tan, thereby completing 3 continuing education credits (equal to 3 educational hours) as approved and recognized by the American Reflexology Certification Board.

May 2020

Patricia Thaxter, RAC Board President



RAC
Reflexology Association of California

CERTIFICATE OF ATTENDANCE
and Award of 14 Hours of Post Graduate Training

Touchpoint

Webinar

Round about: Hip-Groin-Sciatica-Knee

Copenhagen 17th – 18th July 2020

presented to

Chloe Clark-Berry

Dorthe Krogsgaard

Dorthe Krogsgaard

Peter Lund Frandsen

Peter Lund Frandsen

RECEIVED
Juneau

NOV 05 2021

Division of Corporations, Business
and Professional Licensing

CERTIFICATE OF ATTENDANCE
and Award of 10.5 Hours of Post Graduate Training

RECEIVED
Juneau
NOV 05 2021

Division of Corporations, Business
and Professional Licensing

Touchpoint

Webinar

Round about: Stress

Broadcast 17th December 2020 - 8th January 2021

presented to

Chloe Clark-Berry

Dorthe Krogsgaard

Dorthe Krogsgaard

Peter Lund Frandsen

Peter Lund Frandsen

CERTIFICATE OF ATTENDANCE
and Award of 7 Hours of Post Graduate Training

RECEIVED
Juneau

NOV 05 2021

Division of Corporations, Business
and Professional Licensing

Touchpoint

Webinar

Round about: The Neck

Broadcast from Copenhagen 25th – 27th January 2021

presented to

Chloe Clark-Berry

Dorthe Krogsgaard

Dorthe Krogsgaard

Peter Lund Frandsen

Peter Lund Frandsen

CERTIFICATE OF ATTENDANCE
and Award of 7 Hours of Post Graduate Training

RECEIVED
Juneau

NOV 05 2021

Division of Corporations, Business
and Professional Licensing

Touchpoint

Webinar

Round about: The Shoulder

Broadcast from Copenhagen 10th – 12th June 2021

presented to

Chloe Clark-Berry

Dorthe Krogsgaard

Dorthe Krogsgaard

Peter Lund Frandsen

Peter Lund Frandsen

Touchpoint

uploaded to myLicense
8/15/21



American Red Cross
Training Services

Certificate of Completion

Chloe Clark-Berry

has successfully completed requirements for

Adult and Pediatric First Aid/CPR/AED

Date Completed: 6/30/2021

Validity Period: 2 - Years

Conducted by: American Red Cross

RECEIVED
Juneau

NOV 05 2021

Division of Corporations, Businesses
and Professional Licensing



To verify certificate, scan code or visit redcross.org/digitalcertificate and enter ID.

Learn and be inspired at LifesavingAwards.org



CERTIFICATE OF ATTENDANCE
and Award of 7 Hours of Post Graduate Training

RECEIVED
Juneau
NOV 05 2021

Touchpoint

Division of Corporations, Business
and Professional Licensing

Webinar

Round about: Headache & Migraine

Broadcast from Copenhagen 19th – 21st July 2021

presented to

Chloe Clark-Berry

Dorthe Krogsgaard

Dorthe Krogsgaard

Peter Lund Frandsen

Peter Lund Frandsen

RECEIVED
Juneau
NOV 05 2021

Division of Corporations, Business
and Professional Licensing

Certificate of Completion

This certifies that

CHLOE CLARK-BERRY

Has earned 3.0 continuing education hours by successfully completing the AMTA online course:

Ethics for Massage Therapists: A Comprehensive Overview

Gain a thorough understanding of ethical practice, and how it can help build strong, trusting relationships with your clients.

October 13, 2021

Participant Information:



Instructor(s): Nancy W. Dall, BA, LMT, BCTMB and Julie Goodwin, LMT

Provider Information:

American Massage Therapy Association
500 Davis Street, Suite 900
Evanston, IL 60201

877-905-0577 education@amtamassage.org

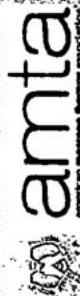
NCBTMB Approved Provider Number: 024237-00

Florida State Provider Number: 50-4255

Louisiana State Provider Number: LAP0084

Mississippi State Provider Number: 36

New York Sponsor Provider Number: 0009



Steve Albertsan

Steve Albertsan, 2021-2022 AMTA President

Maiquis, Jun C (CED)

From: Michelle Niland [REDACTED]
Sent: Wednesday, May 4, 2022 8:26 PM
To: Regulations and Public Comment (CED sponsored)
Subject: Re: Notice of Proposed Regulations (Alaska Board of Massage Therapists - 12 AAC 79)

You don't often get email from michelleniland@yahoo.com. [Learn why this is important](#)

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This seems to discriminate against the spouses or any other workers who are moved by work to the state.

Michelle

On Wednesday, May 4, 2022, 4:46 PM, Regulations and Public Comment (CED sponsored)
<regulationsandpubliccomment@alaska.gov> wrote:

Dear Recipient,

The Alaska Board of Massage Therapists proposes to establish temporary military courtesy license for an active duty military member or their spouse.

Attached are copies of the public notice and draft of the proposed regulation changes.

Thank you,

Alaska Board of Massage Therapists

ORDER CERTIFYING THE CHANGES TO
REGULATIONS OF THE BOARD OF MASSAGE THERAPISTS

The attached two pages of regulations, dealing with temporary military courtesy license, are certified to be a correct copy of the regulation changes that the Board of Massage Therapists adopted at its June 16-17, 2022 meeting, under the authority of AS 08.01.062, AS 08.01.063, and AS 08.61.020, and after compliance with the Administrative Procedure Act (AS 44.62), specifically including notice under AS 44.62.190 and 44.62.200 and opportunity for public comment under AS 44.62.210.

This action is not expected to require an increased appropriation.

On the record, in considering public comments, the Board of Massage Therapists paid special attention to the cost to private persons of the regulatory action being taken.

The regulation changes described in this order take effect on the 30th day after they have been filed by the lieutenant governor, as provided in AS 44.62.180.

DATE: _____

Jill Motz, LMT, Chair
Board of Massage Therapists

FILING CERTIFICATION

I, Kevin Meyer, Lieutenant Governor for the State of Alaska, certify that on _____, 2022 at _____m., I filed the attached regulations according to the provisions of AS 44.62.040 – 44.62.120.

Kevin Meyer, Lieutenant Governor

Effective: _____.

Register: _____.

NOTICE OF PROPOSED CHANGES IN THE REGULATIONS OF THE ALASKA BOARD OF MASSAGE THERAPISTS

BRIEF DESCRIPTION: The Board of Massage Therapists proposes to establish temporary military courtesy license for an active duty military member or their spouse.

The Board of Massage Therapists (Board) proposes to adopt regulation changes in Title 12, Chapter 79 of the Alaska Administrative Code including the following:

12 AAC 79.115. Temporary military courtesy license, is a proposed new section that establishes temporary courtesy license for an active duty military member or spouse of an active duty military member of the armed forces of the United States who meets the requirements of the regulations to practice massage therapy. The proposed regulations will allow for an expedited licensing pathway for those in the military and their spouse.

You may comment on the proposed regulation changes, including the potential costs to private persons of complying with the proposed changes, by submitting written comments to Jun Maiquis, Regulations Specialist, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806. Additionally, the Board will accept comments by facsimile at (907) 465-2974 and by electronic mail at RegulationsAndPublicComment@alaska.gov. Comments may also be submitted through the Alaska Online Public Notice System by accessing this notice on the system at <http://notice.alaska.gov/206587>, and using the comment link. **The comments must be received not later than 4:30 p.m. on June 7, 2022.** Comments received after this deadline will not be considered by the Board.

You may submit written questions relevant to the proposed action to Jun Maiquis, Regulations Specialist, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806 or by e-mail at RegulationsAndPublicComment@alaska.gov. **The questions must be received at least 10 days before the end of the public comment period.** The Board will aggregate its response to substantially similar questions and make the questions and responses available on the Alaska Online Public Notice System and on the Board's website at <https://www.commerce.alaska.gov/web/cbpl/ProfessionalLicensing/BoardofMassageTherapists.aspx>. The Board may, but is not required to, answer written questions received after the 10-day cut-off date and before the end of the comment period.

If you are a person with a disability who needs a special accommodation in order to participate in this process, please contact Jun Maiquis at (907) 465-2537 or RegulationsAndPublicComment@alaska.gov not later than May 31, 2022 to ensure that any necessary accommodation can be provided.

A copy of the proposed regulation changes is available on the Alaska Online Public Notice System and by contacting Jun Maiquis at (907) 465-2537 or RegulationsAndPublicComment@alaska.gov, or go to <https://www.commerce.alaska.gov/web/portals/5/pub/MAS-0422.pdf>.

After the public comment period ends, the Board will either adopt the proposed regulation changes or other provisions dealing with the same subject, without further notice, or decide to take no action. The language of the final regulation may be different from that of the proposed regulation. **You should comment during the time allowed if your interests could be affected.** Written comments and questions received are public records and are subject to public inspection.

Statutory Authority: AS 08.01.062; AS 08.01.063; AS 08.61.020

Statutes Being Implemented, Interpreted, or Made Specific: AS 08.01.062; AS 08.01.063; AS 08.61.020

Fiscal Information: The proposed regulation changes are not expected to require an increased appropriation.

DATE: 5/4/2022

/s/

Jun Maiquis, Regulations Specialist
Division of Corporations, Business and
Professional Licensing

For each occupation regulated under the Division of Corporations, Business and Professional Licensing, the Division keeps a list of individuals or organizations who are interested in the regulations of that occupation. The Division automatically sends a Notice of Proposed Regulations to the parties on the appropriate list each time there is a proposed change in an occupation's regulations in Title 12 of the Alaska Administrative Code. If you would like your address added to or removed from such a list, send your request to the Division at the address above, giving your name, either your e-mail address or mailing address (as you prefer for receiving notices), and the occupational area in which you are interested.

ADDITIONAL REGULATION NOTICE INFORMATION
(AS 44.62.190(d))

1. **Adopting agency:** Board of Massage Therapists – Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing.
2. **General subject of regulation:** Temporary military courtesy license.
3. **Citation of regulation:** 12 AAC 79.115.
4. **Department of Law file number:** To be assigned.
5. **Reason for the proposed action:** Implement statutory changes made under Sections 1 and 2, Chapter 29, SLA 2021 (SB 21).
6. **Appropriation/Allocation:** Corporations, Business and Professional Licensing – #2360.
7. **Estimated annual cost to comply with the proposed action to:**
A private person: \$100 application fee; \$100 temporary license fee; \$60 fingerprint processing fee.
Another state agency: None known.
A municipality: None known.
8. **Cost of implementation to the state agency and available funding (in thousands of dollars):**
No costs are expected in FY 2022 or in subsequent years.
9. **The name of the contact person for the regulation:**
Reid Bowman, Licensing Supervisor
Division of Corporations, Business and Professional Licensing
Department of Commerce, Community, and Economic Development
E-mail: reid.bowman@alaska.gov
10. **The origin of the proposed action:** Board of Massage Therapists.
11. **Date:** 5/4/2022 **Prepared by:** /s/
Jun Maiquis
Regulations Specialist

Chapter 79. Board of Massage Therapists.

12 AAC 79 is amended by adding a new section to read:

12 AAC 79.115. Temporary military courtesy license. (a) The board will issue a temporary military courtesy license or certification to an active duty military member or spouse of an active duty military member of the armed forces of the United States to practice massage therapy to an applicant who meets the requirements of AS 08.01.063 and this section not later than 30 days after the board receives a completed application.

(b) An applicant for a temporary military courtesy license or certification under this section

(1) must submit a completed application on a form provided by the department;

(2) must submit the fingerprint information described in 12 AAC 79.130;

(3) must submit a copy of

(A) the applicant's current active duty military orders showing assignment to a duty station in this state; or

(B) if the applicant is the spouse of an active duty military member, the applicant's spouse's current active duty military orders showing assignment to a duty station in this state;

(4) must submit documentation showing the applicant is currently licensed or certified and in good standing in another licensing or certifying jurisdiction where licensing or certification requirements are substantially equal to or greater than the requirements of this state, and the applicant's license or certification in the other jurisdiction is not suspended, revoked, or otherwise restricted except for failure to apply for renewal or failure to obtain the required continuing education requirements;

(5) may not have been convicted of a crime that affects the applicant's ability to practice massage therapy competently and safely, as determined by the board; and

(6) must pay

(A) the temporary license application fee and fee for a temporary license set out under 12 AAC 02.105; and

(B) the fingerprint processing fee specified in 12 AAC 02.396.

(c) A temporary military courtesy license or certification issued to an active duty military member or spouse of an active duty military member under this section will be issued for a period of 180 days and may be renewed for one additional 180-day period, at the discretion of the board.

(d) While practicing under a temporary military courtesy license or certification issued under this section, the holder of the temporary military courtesy license or certification must comply with the standards of practice set out in AS 08.61 and this chapter.

(e) The board may refuse to issue a temporary military courtesy license or certification for the same reasons that it may deny, suspend, or revoke a license under AS 08.01.075 and AS 08.61.060. (Eff. ____/____/_____, Register _____)

Authority: AS 08.01.062 AS 08.01.063 AS 08.61.020

1. Who needs to be licensed to practice massage therapy?

Any individual who provides massage therapy must be licensed by the state of Alaska. An exemption list for who does NOT need to be licensed can be found in Statutes and Regulations AS 08.61.080 located here:

<https://www.commerce.alaska.gov/web/cbpl/ProfessionalLicensing/BoardofMassageTherapists/StatutesRegulations.aspx>

2. How do I get a license?

Applications can be found on the [Board of Massage Therapists Website](#).

There are 2 ways to apply for licensure:

1. Credentials

- You must have a current (active), unrestricted license in good standing in another state or country that allows you to practice massage therapy.
- The state or country that you are licensed in must have licensing requirements that are substantially equal to or greater than Alaska. That state must provide a verification of license that provides the number of verified educational hours required (625) and passage of the national exam, or the applicant will need to have transcripts and exam scores sent directly to this office from the institution or testing entity.

2. Examination:

- You completed a course of study of at least 625* hours of in-class supervised instruction and clinical work from a board approved massage school or board approved apprenticeship program**.
- You have passed a national competency exam (NCBTMB or MBLEx).
- Complete at least 2 hours of bloodborne pathogens/universal precautions safety training in the 2 years preceding your application date.

AND

- Submit a FD-258 fingerprint card and pass a state and national criminal history record check
- Have a current CPR certification
- Submit the application and fees

*Anyone completing less than 625 hours may still apply but should be aware that the board will assign remedial hours that must be completed in a in class supervised program that is state approved or nationally accredited before a license will be issued. You may not take continuing education courses to satisfy this deficit.

3. What are the steps for licensing? How long will it take?

Please plan to wait 3 months for your application to be processed!!*

Applications must pass through several levels of review.

Once an application is received, the licensing examiner must also receive transcripts and exam scores (if applying by Examination) **OR** your completed license verification (if applying by Credentials) **directly from the institution** or organization that issues them. These items cannot be accepted from the applicant.

Fingerprints must be sent to the Department of Public Safety to generate state and federal background reports. **Background reports can take up to 12 weeks to be processed. It is HIGHLY recommended applicants submit a fingerprint card and the \$60.00 processing fee 30 days prior to application submission so the application process will not be held up waiting to receive background reports.**

Here is an example of how an application moves through the process:

1. **Application is mailed in:**
Alaska is BIG and many places can have inclement weather that can delay mail. It could take 5-7 business days for an application to arrive at the State Office Building. It is recommended that tracking is added to applications so applicants can track where their application currently is.
2. **Application arrives at the State Office Building:**
The Licensing Examiner does not personally check the incoming mail or fax machine. All incoming mail goes to a mail room that sorts correspondence for the entire state! It can take up to 10 business days for mail to be sorted and sent to the correct department.
3. **Application is delivered to the correct department:**
All applications are processed in the order they are received. Licensing Examiners strive to do an initial application review within 10 business days. When an application has been reviewed, the applicant will be sent an initial status update to their preferred method of contact as indicated on their application. This status update will confirm that their application has been received and what documentation may be needed to consider the application complete. **This is often the biggest factor in application delays. If all information is not present and complete, the application can NOT go to the next step.**
4. **Your file is complete:**
Once all documents have been received (including test scores and state/federal background reports from the Department of Public Safety), the Licensing Examiner will do a final review to make sure the file is complete. When this is verified, the application file will be sent to the Board of Massage Therapists for review and a vote.
5. **Application is sent to the board for review:**
The Board of Massage Therapists reviews applications every other week. Please allow them 10 business days to render their votes.
6. **The board votes on applications:**
There are four possible outcomes to this process:
 1. **Licensed Approved!** A status update letting applicants know the good news will be sent along with notice that the license is active as of that day. A hard copy will be mailed to the address on file within 5 business days.
 2. **License approved pending...** This means the board needs to see additional information in order to make a decision. Applicant will be notified of this outcome by their preferred

method of contact. Once the applicant has submitted the requested information, the board will reconsider the application.

3. **Application “tabled”...** This means that the board could not reach a majority vote. The application review will be put on hold until the next scheduled board meeting. The applicant will be notified of this status by via their preferred method of contact.
4. **License denied.** The board decided by a majority vote to deny the applicant a license. This is always accompanied by the statute which the board bases its denial on. Applicant will be given the option to appeal if they choose. Applicant will be notified of this outcome by certified mail.

*If a file needs to be sent to Investigations for further review this timeline does not apply. Files sent to Investigations will be put on hold until case clearance has been received, which depends largely on how busy the department is. Applicant will be notified via their preferred method of contact by the Licensing Examiner if this happens and they will be contacted by the board’s investigator for follow-up.

4. How do I get my transcripts if my school has closed?

The board must receive official transcripts directly from the institution or agency they are coming from when applying for licensure. If your school has closed, state agencies normally assume responsibility for those transcripts. Please contact the state licensing agency for more information on where your transcripts are housed.

In Alaska, the Alaska Commission on Post-Secondary Education houses transcripts for closed schools. Please use their Transcript Request Form ([link](#)) to request the records be sent to the Board of Massage Therapists.

5. What are board-approved schools or credentialing organizations?

The Board of Massage Therapists does not approve specific schools.

State statute defines what constitutes an approved school:

AS 08.61.100 states that “approved massage school” is a massage therapy school or program that has:

- an authorization to operate from the [Alaska Commission on Postsecondary Education](#) or a similar entity in another state or
- is accredited by a nationally recognized accrediting agency.

6. What exams are board-approved?

The Board of Massage Therapists recognizes:

- [Federation of State Massage Therapy Boards \(MBLEX\)](#) as the only exam currently administered.
- [National Certification Examination for Therapeutic Massage and Bodywork \(NCETMB/NCETM\)](#) (only if completed prior to February 1, 2015)

7. I have completed a massage program, but it was less than the required hours, can I still apply?

The Board of Massage Therapists has defined what massage curriculum should consist of to be considered for licensure in Alaska. This definition allows for someone who has deficiencies in education be allowed to complete the rest of their hours (with board approval) to be considered for licensure.

This curriculum breakdown can be found in the 'Important Information' box on the [Board of Massage Therapy Webpage](#) or in Statutes and Regulations under 12 AAC 79.140

8. What do application fees pay for?

\$200 application fee:

Used directly to process your applications. Applications and supporting documents will not be reviewed without it. Is **non-refundable** once an initial status update has been sent.

\$290 licensing fee:

Used directly to issue your license. A license cannot be issued until it is received. In most cases, the licensing fee can be requested to be refunded as long as a license has not been issued.

\$60 fingerprint processing fee:

Used directly for the processing of your fingerprint card to generate background check reports. Is **non-refundable** once your fingerprints have been mailed to the Department of Public Safety.

Some additional information about what your fees are used for are:

- The Division must create, publish, and manage licensing application forms and fees, which entail adherence to the state's recordkeeping, security, payment, and refund policies and procedures.
- Requirement of licensees to meet professional fitness standards, which are evaluated by the license examiner and referred to the agency's investigative unit, if necessary for further review.
- Enforcement of disciplinary sanctions available to the agency if a licensee violates the state licensing statutes or regulations or individual practices athletic training without a license. Because state law requires all costs of a licensing program to be borne by the licensees of that program (AS 08.01.065), any investigative, attorney, or appeal expenses of the state will be recovered in the licensing fee.
- AS 08.61 defers to the board to adopt necessary regulations for management of the licensing program. This requires board and investigator travel, legal support, and other resources the board and division need to comply with the expectations of law. The Alaska Administrative Code prescribes the requirements for public notice and adoption of agency regulations—the cost of which is borne by the licensing program.
- Fingerprinting is required for all initial applicants as well as once every 3 licensing cycles (6 years) for therapists renewing their licenses. The Department of Public Safety sets fees and processes fingerprints to obtain a report of criminal justice information under AS 12.62 and a national criminal history record check under AS 12.62.400. This process is more comprehensive than a state background check, so it requires additional cost and time.

The FBI does not permit reuse of fingerprints or their resulting background checks.

For more information about the Massage Therapists Board financial breakdown, please review the [Board of Massage Therapists Annual Report](#).

9. Why do I have to submit a new fingerprint card for renewal or reinstatement of my license?

Federal background reports can only be generated by a fingerprint card. The cards are sent for analysis and destroyed after the report is generated. This means that a new card is required upon renewal.

Alaska Statute 08.61.030(5) and AS 08.61.050(5) that pertains to qualification and renewals both state that an applicant must be fingerprinted to qualify for initial licenses and once every 3 renewal cycles. This has been required so the board can review the most up to date criminal background report for individuals.

10. Who is not required to be licensed but performs massage-adjacent techniques?

As per AS 08.61.080 Exceptions to application of chapter.

This chapter does not apply to a

- (1) person licensed in the state under a statute outside this chapter who performs massage therapy within the scope of practice for which the person's license was issued;
- (2) person who, while acting in an official capacity as an employee of the United States government, performs massage therapy;
- (3) person who is licensed, registered, or certified in another state, territory, the District of Columbia, or a foreign country while the person is temporarily
- (A) practicing massage therapy in this state in connection with teaching a course related to massage therapy; or
- (B) consulting with a person licensed under this chapter;
- (4) student enrolled in an approved massage school or course of study who is completing a clinical requirement for graduation under the general supervision of a person licensed under this chapter if the student is clearly identified as a student while performing massage therapy services on members of the public and is not compensated for the massage therapy services;
- (5) person only performing massage therapy on members of the person's family;
- (6) person only performing techniques that do not involve contact with the body of another person;
- (7) person only performing techniques that involve resting the hands on the surface of the body of another person without delivering pressure to or manipulating the person's soft tissues;
- (8) person only performing services such as herbal body wraps, skin exfoliation treatments, or the topical application of products to the skin for beautification purposes when the services do not involve direct manipulation of the soft tissues of the body;
- (9) person only performing massage therapy for the athletic department of an institution maintained by public funds of the state or a political subdivision of the state or only practicing massage therapy for the athletic department of a school or college approved by the board using recognized national professional standards;

- (10) person engaged only in the practice of structural integration for restoring postural balance and functional ease by integrating the body in gravity using a system of fascial manipulation and awareness who has graduated from a program or is a current member of an organization recognized by the International Association of Structural Integrators, including the Rolf Institute of Structural Integration;
- (11) person using only light touch, words, and directed movement to deepen awareness of existing patterns of movement in the body as well as to suggest new possibilities of movement or to affect the energy systems;
- (12) person performing only the traditional practices of Native American traditional healers;
- (13) person practicing only the manipulation of the soft tissues of the hands, feet, or ears and not holding out to be a massage therapist.

11. Can an applicant work while their license is in process or pending?

No. No one may practice as a massage therapist without a current and unrestricted license issued by the State of Alaska.

12. If an applicant is denied for a license and appeals the decision, can they practice in the meantime?

No. No one may practice as a massage therapist without a current and unrestricted license issued by the State of Alaska.

13. Is a licensed massage therapist required to have liability insurance?

It is not a requirement that massage therapists carry liability insurance. However, the Board of Massage Therapists strongly recommends all therapists carry liability insurance to protect yourself, your business and your clients.

14. How do I renew my license?

All massage therapy licenses expire on September 30 of odd number years, no matter when an application was issued. Once a license expires, it MUST be renewed in order to continue/return to performing massage therapy.

The Renewal Application can be found on the [Board of Massage Therapists Applications and Forms Webpage](#).

To renew your license:

- Fill out the current renewal application and pay the licensing fee (If a license was issued on or before September 30th of even numbered years applicant will pay \$290. If a license was issued on or after October 1st of even numbered years the fee is \$145).
- Applicant must attest they have a current CPR Certificate.
- Applicant must attest that they have completed the required amount of continuing education for the previous licensing period - 16 continuing education credits, 2 of which must be in Ethics. The ethics courses need to be completed every other cycle. For example they will need to be submitted for the following renewals(2021, 2025, 2029, 2033, 2037...)
- If required for that licensing period, applicant must submit fingerprints. (DPS may not keep fingerprints on file, and will not accept a card more than one year old, therefore a new set is required to initiate a background check) with the \$60.00 processing fee

15. What are the continuing education requirements?

Continuing Education:

- All continuing education must be completed prior to the submission of a renewal application.
- All licensed massage therapists must complete 16 hours* of continuing education, 2 of which must be in Ethics.
- Please review the “Unacceptable Continuing Education List” available on the [Board of Massage Therapists Website](#) prior to taking courses.
- Continuing education must be completed through a:
 - Regionally or nationally accredited institution of higher education...approved by the board as directly related to the skills and knowledge required for the practice of massage therapy (and includes a bloodborne pathogens/universal precautions course).
 - Local, state, or national professional organization that serves the massage therapy profession such as ABMP, AMTA, FSMTB, NCBTMB)
- CE Certificates must have:
 - Name of the licensee.
 - Amount of continuing education credit awarded.
 - Description of the continuing education.
 - Dates of actual participation or successful completion.
 - Name, mailing address, and signature of the instructor, sponsor, or other verifier.
- There will be a random audit of licensees after the renewal period has ended on September 30, of odd numbered years. If the continuing education requirement has not been met, the board could impose disciplinary sanctions such as remedial classes, fines, consent agreements and letters of disciplinary action.
- Records must be kept for 4 years from the date hours were obtained.

*According to 12 AAC 79.210(h), applicants for renewal who have been licensed less than 12 months are not required to submit proof of continuing education.

*** Continuing education used to satisfy a consent agreement stemming from an audit or renewal will not count towards the next licensing period, even if they are completed within that time frame. ***

16. Can the board give me permission to teach a continuing education class?

12 AAC 79.210 states that “continuing education must be completed through a board approved massage therapy or bodywork therapy school or training program, regionally or nationally accredited institution

of higher learning, or a local, state, or national professional organization that serves the massage therapy profession.”

The board interprets the 1st item (board approved massage therapy or bodywork therapy school or training program) to mean that they can decide if a continuing education course relates to the profession of massage therapy. If a person wishes to teach a continuing education class, it must still be approved by an institute of higher learning or a local, state, or national organization that serves the profession of massage therapy.

17. I took a continuing education course that was unprofessional, unsatisfactory or not informative. How do I report that to the board?

If a continuing education course that wasn't up to par, please send the name of the course, the instructor's name and contact information, the sponsor's name and contact information, the delivery method (online or in person), the date(s) you attended the course and a description of why the issues with the class to BoardofMassageTherapists@Alaska.Gov.

18. What if I don't meet my audit or reinstatement requirements? Do I lose my license?

Licensees who cannot meet their audit or reinstatement requirements will have the option of entering into a consent agreement with the state of Alaska.

A consent agreement is a legal contract which will stipulate that the licensee will be subject to mandatory audits for two licensing periods, pay a fine based on each continuing education hour they are deficient, make up any continuing education they are missing, and have a disciplinary action on their record.

19. If a license lapses, can it still be renewed?

If a license was not renewed by September 30 of an odd numbered year, that license is currently lapsed. This means that it is illegal to work as a massage therapist in Alaska until it is reinstated. If it has been less than 3 years since a license has lapsed, it may be renewed/reinstated. After three years a new application is necessary.

To reinstate a license:

- Fill out the renewal application and pay the licensing fee (if the license was issued on or before September 30th of even numbered years, the fee is \$290. If the license was issued on or after October 1st of even numbered years, then the fee is \$145).
- Submit proof of a current CPR certificate.
- Submit proof of 16 hours (two of which must be in Ethics) of acceptable continuing education between the dates of October 1 and September 30 of the preceding licensing period. (odd numbered, 2 year period: e.g.: 2017-2019, 2019-2021, 2025-2027) CEU's must be from a board approved school or program, board approved and accredited institution of

higher education, or professional organization that serves the massage profession (12 AAC 79.210).

- Submit a set of fingerprints if indicated on the application with the \$60.00 processing fee.

Continuing Education

Massage Therapists licenses lapsed September 30th of odd numbered years:

- All licensed massage therapists must have completed 16 hours* (two of which must be in Ethics) of continuing education for the previous licensing period between October 1 and September 30 of odd numbered years.
- All continuing education must have been completed prior to the submission of renewal application.
- The “Unacceptable Continuing Education List” is available on the [Board of Massage Therapists Website](#).
- Continuing education must have been completed through a:
 - Regionally or nationally accredited institution of higher education...approved by the board as directly related to the skills and knowledge required for the practice of massage therapy (and includes a bloodborne pathogens/universal precautions course)
 - Local, state, or national professional organization that serves the massage therapy profession such as ABMP, AMTA, FSMTB, NCBTMB)
- CE Certificates must have:
 - Name of the licensee
 - Amount of continuing education credit awarded
 - Description of the continuing education
 - Dates of actual participation or successful completion
 - Name, mailing address, and signature of the instructor, sponsor, or other verifier.
- There will be a random audit of licensees after the renewal period has ended on September 30 of renewal years. If the continuing education requirement has not been met, the board could impose disciplinary sanctions such as remedial classes, fines, consent agreements and letters of disciplinary action.
- Records must be kept for 4 years from the date hours were obtained.

*According to 12 AAC 79.210(h), applicants for renewal who have been licensed less than 12 months are not required to submit proof of continuing education.

***Continuing education used to satisfy a consent agreement stemming from an audit or renewal will not count towards the next licensing period, even if they are completed within that time frame. ***

After all the documents and fees have been received, a reinstatement application will go to the board for review. The board reviews applications twice a month. Please allow them 10 business days to render a decision.

20. Definition of Moral Turpitude

12 AAC 79.910 (insert link) provides a list of convictions the board takes into deeper consideration. These convictions automatically get an additional level of review, and the division provides the board with records that help the board determine if the conviction effects an applicants ability to practice safely and effectively.

21. How does the board determine fines and/or disciplinary action.

The board takes disciplinary measures very seriously. All resources available to the board will be used to gather information before a decision is made. The board uses a disciplinary matrix (real link? Current one is broken) to decide if a fine, reprimand or penalty is appropriate and to keep decisions consistent and fair for every licensee.

22. What is the Question here?

The Board of Massage Therapists is tasked by the State of Alaska to protect public safety. If a criminal history is determined by the board to NOT impact the applicant's ability to practice competently and safely, they will not be denied a license for their criminal history if all convictions are disclosed properly on your application.

PLEASE NOTE: It is critical that applicants disclose any convictions on their application. Omitting convictions or pending charges will automatically require the division to send the application to investigations, which will result in a substantially longer processing time for the application.

23. What do I do if I know that someone is practicing without a license?

If you see or hear about someone practicing without a license or practicing outside of their scope of practice, please contact Investigations by filling out a Request for Contact (link) form located on the Investigations Webpage or by calling 907-269-8174. (link)

24. What do I do if I see someone using advertising of a sexual nature to promote their massage business?

Using sexual advertising for a massage business is not only unprofessional but it undermines the profession.

AS 08.61.060(3) states that the board may impose disciplinary sanctions under AS 08.01.075 on a person licensed under this chapter if the board finds that the licensee advertised massage therapy services in a false or misleading manner. Additionally, the Code of Ethics for licensees' states: "I will not, in any circumstances, initiate or engage in sexual conduct, activities, advertising or sexualizing behavior involving a client, even if the client attempts to sexualize the relationship." Engaging in this behavior will result in disciplinary action for COE violations and for false/misleading advertising.

25. Must I also hold a business license in order to practice massage therapy in Alaska?

If you are an employee of a massage therapy related business (e.g., doctors office, chiropractic clinic, day spa) it is not necessary to hold a business license.

If you are an independent contractor or a business owner in Alaska, you must hold an active business license. You may apply for an Alaska business license on the Alaska Business Licensing Webpage (link)

26. I am a Rolfer who WANTS a massage therapy license. Can I apply?

The Board of Massage Therapists has determined that applicants who **only** have a Rolfing education do not qualify for licensure as a massage therapist as per AS 08.61.030(3A). The board recognizes that Rolfing is a massage-adjacent profession and as such, created what it considers to be the definition of an entry level Massage Therapy education with a curriculum breakdown. [\(link\)](#) This allows an applicant who may have attended a single modality school (e.g., Rolfers) to compare their education to the required curriculum and in what areas additional schooling may be needed in order to be granted a license. [\(link\)](#)

27. Why can I NOT contact the Board directly?

The board is appointed by the Governor and all members fall under the rules for the Open Meeting Act. What this means to the public is that the board cannot have contact, discuss board business, and/or correspond about board business in any way with the public.

If you need to get information to the board or have questions that you would like to have the board address, you can do one of 2 things:

1. **Write an email** to the licensing examiner [\(link\)](#) and request that your email be presented to the Board at its next quarterly board meeting.
2. **Speak at a board meeting** during the public comment period. You can call in or be physically present. The board's meeting agendas are always posted on their home page [\(link\)](#) with the public comment time available on the agenda.

28. How do I attend a board meeting or teleconference?

The meeting schedule is posted on the Board of Massage Therapists Meetings and Agendas Webpage. If you would like to attend an in-person meeting, it will be at one of two locations:

1. Juneau- State Office Building, 333 Willoughby Ave, 9th floor. See agenda for room number.
2. Anchorage- Robert Atwood Building, 550 W. 7th Ave. See agenda for room number.

If you would like to attend via teleconference or zoom, the information or link will be listed in the agenda.

Persons wishing to address the board should reference the agenda for the allotted time for Public Comment. Anyone who wishes to speak during the Public Comment period is encouraged (but not required) to sign up to speak by emailing the board examiner.

***Note:** Any licensed massage therapist that attends at least 80% of a regularly scheduled Board Meeting can receive 1 continuing education credit that will apply towards their next biennial license renewal. Please contact the licensing examiner [\(link\)](#) for additional details.

29. Are there any conflict-of-interest rules for state board members?

Ethical considerations and requirements for appointed board members are governed by the Alaska Executive Ethics Act. A wealth of information (among other key responsibilities) is included in the board member orientation manual. The rules for conflicts of interest can be found:

*Main Ethics Act Page

*Board Information

*Procedures

30. Where can I find information on the Standards of Practice, Code of Ethics, and Establishment Standards of Operations?

Please refer to the Board of Massage Therapists Code of Ethics(link), Standards of Practice(link), and Establishment Standards of Operation(link) on the board's website.

31. Maintaining Records

The Board often gets questions about Standards of Practice #2- "Maintain a record of daily clientele including name and date of service and adequate progress notes when applicable. (link)

Therapists must keep a daily log of clients and patients. This log will be made available to legal or investigative staff for the division if requested.

Licensed massage therapists are not expected to keep detailed chart notes for walk in/cash pay clients but a log/record of daily clients must still be maintained per SOP #2.

Therapists must keep chart notes in patient files for patients presenting with a prescription and diagnosis from a clinician. Charting for files in clinical settings are to remain with the office where care was provided and should not be removed by therapists. Therapists should comply with all applicable HIPAA, insurance and regulatory requirements.

(HIPAA link)

32. CBD oil

Board of Massage Therapists believes that the use of CBD oil is within the scope of practice for massage therapists in Alaska so long as therapists are in compliance with Alaska state law. The Division of Agriculture has created and implemented rules and oversight for the use and creation of hemp products for the State of Alaska. Compliance and usage information can be found at <http://plants.alaska.gov/industrialhemp.htm> (link)

33. Massage Establishments

As of March 2020, Massage Establishments are required to register with the Board of Massage Therapists.

Massage Establishments are defined as a fixed or mobile place of business that engages in, conducts, or permits massage or massage therapy to be conducted for any form of compensation or uses the word "massage" in any solicitation or advertisement. This definition also applies to establishments that have employees who are massage therapists.

Am I considered a Massage Establishment?

A business owner who also holds a license in any of the following professions is exempt from having to register as a Massage Establishment:

Acupuncturist

Advanced practice registered nurse

Chiropractor

Direct-entry midwife

Massage therapist

Naturopath

Physician, osteopath, mobile intensive care paramedic or physician assistant

Physical or occupational therapist

This means if you own or work for an above licensed facility or professional (either as an employee or independent contractor) these businesses do NOT have to register as a Massage Establishment. If you own a business who has massage therapy employees AND you are NOT on the list of exemptions; you must register your business as a Massage Establishment.

34. Who is responsible for costs and paperwork for a Massage Establishment?

The owner of the establishment is responsible for filing, paying for and maintaining any documents necessary to follow 12 AAC 79.930

From: [REDACTED]
To: [Board of Massage Therapists \(CED sponsored\)](#)
Subject: Complaint for the meeting
Date: Saturday, June 11, 2022 11:41:26 AM

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello, can you please forward this email for the board to address in the meeting? I am going to try to attend via zoom but am not sure if it is going to be possible with my schedule. Thanks

To the Alaska massage board,

I would like to share my personal
Experience I had while applying to be a therapist in alaska.

In September 2020 I reached out to the board with a clarification email to help me understand the license process. The phone number was not being answered at the time even when I tried to call once a week. FOUR months later in January I finally received a reply from Emily Sullivan.

She said there are two paths to licensure

1. Credentials: You must have an active, unrestricted license in another state to practice as a massage therapist. The state that you are licensed in must meet or exceed the requirements in Alaska which include a completion of at least 625 hours from a state approved/ nationally accredited massage program AND the successful completion of a national massage competency exam (NCBTMB or MBLEx).

2. Examination: You completed a nationally accredited/state approved massage school of at least 625 hours AND you have passed a national massage competency exam (NCBTMB or MBLEx).

I was concerned that I only had 500 massage school hours from Florida and wanted to make sure I would not have to enroll in a school for the other 125. I have an active New Mexico license that is a state with 650 hours. In the option one it didn't say anything about needing to go to school in that state. It just said that you had an "active unrestricted license" from a state . I wrote back :

Hi Emily,

I am

Not sure we are understanding eachother. I originally did my school in Florida (500) however I have a current license in New Mexico (650). Am I able to go off the New Mexico license and not enroll in school?

Thank you for helping me to understand

Emily then replied:

If you currently hold a license in New Mexico, you can apply by credentials and have the board review your application once it is complete.

I still felt like I wasn't getting a clear yes or no answer and wanted something solid on whether I could apply and get through on my New Mexico license alone and not need to enroll in a school program. I was very clear about that in every interaction. I did not want to waste time (non refundable) money and energy if it ended in the outcome of needing to go to school.

In late January 2021 I called her and finally got through. She assured me that between my experience, all the licenses I have and the fact that I have the New Mexico one which is higher (650) I should be good to go. She clearly said that the board will take all of these factors into consideration and that I should not worry since I hold an active license. I asked if I would need to send in my school transcripts or my NCTCMB results . She said no

because I would be applying by credentials.

In October 2021 I began the process of getting all my state verifications (Florida , idaho, New Mexico, Arizona) Each of these cost money and time - \$200 in total

I had also set up several job interviews . I bought my tickets to alaska and prepared to move there on the good faith that this process will not fail me after being reassured by Emily.

In November 2021 I got my fingerprints \$40 and paid all the fees for licensure , paid to notarize the forms , paid to have passport size photo taken and paid to send off to the board

In December 2021, I interviewed with several alaska employers, and 6 jobs were offered.

In January 2022 I get an email saying from Reid Bowman that says I need to send school transcripts in. I was confused as this was explained to me

Previously that I didn't need them. Still I send them in (\$40 more spent for this)along with almost 200 additional hours of CEUs.

I also inquire as to what happened with New Mexicos verification as I thought this license was what was going to get me through. I was told the verification didn't back up the hours. I ask if I could have New Mexico write in to vouch those hours? She said to go ahead and send it. I have New Mexico write in that they themselves verified the extra 150 hours for me and can vouch on my behalf.

In March 2022 After 2 months of not hearing back , I follow up . I am told that my hours are not going to be enough and I need a massage school approved 125 hours. I am told that my CEUS will not count as education.

I have a lot of back and forth emails with Reid asking What could I possibly learn in a classroom setting with students for 125 hours besides spending money and time? Why do you have applicants pay to send in several state licenses if they don't even matter in the end since you are only going off education ? What other profession would you ask someone who has practiced for 20 years successfully in many states without any discretionary issues go back to a basic training program? Reid says that while she cannot disagree with my logic those are the rules. She told me there is a board meeting I can attend and discuss possible rule changes but there is nothing else she can do to move my license forward without those hours.

In Mid April 2022 I get a rejection letter for my fingerprints. I will remind you that my fingerprints were sent in in NOVEMBER. It took the board 5 months out of the 6 month period I get allocated to keep my application pending to tell me this.

Why was I only being told they are rejected now? Now , even on a good day if I can get the fingerprints sent in right away, I will still have 2-3 months or more wait again? Then the 6 month period of my application is now stale and I have to redo it.

I am told not only do they need to be redone , but if I can't get anything done by mid May, a new application will need to be filled out along with fresh new STATE VERIFICATIONS again. WHY? Again, you are not accepting my state verifications so why am I doing this again other then to just spend more money and push paper around? What would of changed in 6 months with these license verifications that I already sent in? These are states I don't even work in any more and haven't for years and so the information is the same.

It's important to note here that the rejection on the fingerprint was stamped from the end of February. I wasn't told until the middle of April. So that is over 2 more months of more wasted time. Even though this backlog in informing me is 100% the internal fault of the board I was told I cannot get an extension for my application.

This left me feeling angry and bitter. You have individuals who are trying to make a life in Alaska and are treated as just applications and not the people behind them. This is my livelihood, my way of earning money to live, to eat to support myself. Alaska is a place that requires a lot of planning and money to move to. I felt my time and money was wasted and not respected. You have employers who are looking for candidates like me who can't move forward with these rules. More importantly, even though Emily no longer works with the agency, she gave me information and reassurance that led me to believe this was a done deal. I was very very clear in all correspondence that I did not want to even apply if it ended with me needing to enroll into a school.

Even if I wanted to invest and go to school in alaska , at the very few locations available, (Fairbanks is now without a school so my only option is anchorage) it would not be enough for my application to stay active as pending . I will be in an endless cycle of trying to keep up things expiring and required. Frankly I don't have the money to wait in

alaska for months for this process to happen all over again. I have uprooted my life to move there and I am Not able to work in my profession . In my opinion It feels like the board doesnt want people to work there. Right now only applicants from 15 states would be able to be accepted with the way the current education rules are.

I propose a rule change to allow experience and time “actively “ licensed to be a relevant factor and path to licensure. If the point of a license is to make sure that the public is protected with someone with experience then this / or state verifications should be a way to licensure. Right now it feels like it is only in the massage programs and schools best interest. In my opinion there is nothing that a massage training program could offer me in exchange that hundreds of hours of CEUS and decades of experience can. What exactly am I going to learn in these magic 125 hours? Why would CEUS that are regulated and a process to get approved for not be counted as education? Therapists use CEUs to learn advanced modalities that aren’t even taught in schools.

Right now in Alaska , someone can graduate with 650 total hours under them, have only massaged people in school under teacher guidance and can work right away. They have no massage work experience and have not taken any CEUs yet. They have not come across the many types of bodies, contraindications and ethical situations they will encounter in their career.

Yet with all my credentials and years, I cannot get a license in Alaska due to the rules the board has set up.

I understand the importance of licensing and regulations but I really think you have to also take other factors into consideration when reviewing an applicant .

I would still like to work in Alaska but was only planning on doing it seasonally for a few months a year. Moving to anchorage to enroll into a program for 125 hours is not a possibility for me. Can you please take my case as an individual and grant a license or full refund?

Thank you for your valuable time

[REDACTED]

Sent from my iPhone

From: [REDACTED]
To: [Bowman, Reid T \(CED\); Board of Massage Therapists \(CED sponsored\)](#)
Subject: Please review at board meeting.
Date: Wednesday, April 13, 2022 1:32:06 PM

Some people who received this message don't often get email from ancienthealingpractice@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I wanted to understand if Acupressure, Tuina, Ayurvedic and similar systems of bodywork; that are primarily focused on meridian, channels, energy point and healing through direct manipulation for the purpose of restoring energy flow based, using eastern thought, need to be licensed.

I have noticed a number of local Alaskan business performing eastern healing arts have been in operation for a long time and do not have a professional license, for example Relaxation Acupressure has over 8 employees practicing both tuina and ammo and the do not have a massage therapy license (I have not been able to locate even one license let alone 8 under their business name). Another would be Zen Acupressure (I have copied the links to them below). ROBIN'S SONG ACUPRESSURE & HERBAL THERAPY

Please explain what Exception this falls under or how the definition does not apply.

Below I have included Sec. 08.61.100. Definitions of massage and Sec. 08.61.080. Exceptions to application of chapter.

(5) "practice of massage therapy" means the provision, for compensation, of a service involving the systematic manipulation and treatment of the soft tissues, including the muscular and connective tissues of the human body, to enhance the functions of those tissues and promote relaxation and well-being; in this paragraph, "manipulation and treatment"

(A) includes manual techniques applied with the intent to physically affect local soft tissues, such as pressure, friction, stroking, percussion, kneading, vibration, muscular assessment by palpation, range of motion for purposes of demonstrating muscle exertion for muscle flexibility, nonspecific stretching, and application of superficial heat, cold, water, lubricants, or salts;

(B) does not include diagnosis, the prescription of drugs or medicines, the practice of physical therapy, attempts to manipulate any articulation of the body or spine, or mobilization of these articulations by use of a thrusting force.

Sec. 08.61.080. Exceptions to application of chapter. This chapter does not apply to a (1) person licensed in the state under a statute outside this chapter who performs massage

therapy within the
scope of practice for which the person's license was issued;

(2) person who, while acting in an official capacity as an employee of the United States government, performs
massage therapy;

(3) person who is licensed, registered, or certified in another state, territory, the District of Columbia, or a
foreign country while the person is temporarily

(A) practicing massage therapy in this state in connection with teaching a course related to
massage therapy;

or

(B) consulting with a person licensed under this chapter;

(4) student enrolled in an approved massage school or course of study who is completing a
clinical requirement
for graduation under the general supervision of a person licensed under this chapter if the
student is clearly identified
as a student while performing massage therapy services on members of the public and is not
compensated for the
massage therapy services;

(5) person only performing massage therapy on members of the person's family;

(6) person only performing techniques that do not involve contact with the body of another
person;

(7) person only performing techniques that involve resting the hands on the surface of the
body of another
person without delivering pressure to or manipulating the person's soft tissues;

(8) person only performing services such as herbal body wraps, skin exfoliation treatments, or
the topical
application of products to the skin for beautification purposes when the services do not involve
direct manipulation of
the soft tissues of the body;

(9) person only performing massage therapy for the athletic department of an institution
maintained by public
funds of the state or a political subdivision of the state or only practicing massage therapy for
the athletic department
of a school or college approved by the board using recognized national professional standards;

(10) person engaged only in the practice of structural integration for restoring postural balance
and functional
ease by integrating the body in gravity using a system of fascial manipulation and awareness
who has graduated from
a program or is a current member of an organization recognized by the International
Association of Structural
Integrators, including the Rolf Institute of Structural Integration;

(11) person using only light touch, words, and directed movement to deepen awareness of
existing patterns of
movement in the body as well as to suggest new possibilities of movement or to affect the
energy systems;

(12) person performing only the traditional practices of Native American traditional healers;

(13) person practicing only the manipulation of the soft tissues of the hands, feet, or ears and
not holding out to
be a massage therapist.

<https://www.simon.com/mall/anchorage-5th-avenue-mall/stores/zen-acupressure>

<https://www.facebook.com/Relaxation-Acupressure-1772344873040296/>

<https://www.facebook.com/people/Juneau-acupressure/100055736202550/>