



**RESOLVED** to accept the agenda as written.

**Agenda Item 3    Ethics**

**Time: 1:39 p.m.**

There were no ethics disclosures to discuss.

**Agenda Item 4    Discuss Continuing Education**

**Time: 1:06 p.m.**

The Board moved to discussion on continuing education relating to credit hours required for renewal, certificates required for auditing purpose, and an individual study request submitted by Dr. Kim Lazarus.

**12 AAC16.290. Hours of Continuing Education Required.**

The Board discussed removing the specific dates included in 12 AAC 16.290(a)(1)(2) and (b)(1)(2). Dr. Campbell commented that the intention behind including these dates were necessitated by the Board experiencing a renewal regulation change/transition at the time, but that such dates have since become obsolete. Dr. Barrington and Dr. Holt confirmed this and the Board discussed new wording in lieu of these dates.

**On a motion duly made by Walter Campbell, seconded by Edward Barrington, and approved by Daniel Holt and John Aderhold to establish a quorum, it was**

**RESOLVED** to reword 12 AAC 16.290(a)(1) to state: *“An applicant applying for license renewal who has been licensed for at least two years must complete 32 hours of continuing education; at least one-third and no more than one-half of the total hours required under this paragraph must be devoted to”*

**On a motion duly made by Walter Campbell, seconded by Edward Barrington, and approved by Daniel Holt and John Aderhold to establish a quorum, it was**

**RESOLVED** to remove 12 AAC 16.290(b)(1).

**On a motion duly made by Walter Campbell, seconded by Edward Barrington, and approved by Daniel Holt and John Aderhold to establish a quorum, it was**

**RESOLVED** to reword 12 AAC 16.290(b)(2) to state: *“An applicant applying for license renewal who has been licensed for at least one year must complete 16 hours of continuing education”*

**On a motion duly made by Walter Campbell, seconded by Edward Barrington, and approved by Daniel Holt and John Aderhold to establish a quorum, it was**

**RESOLVED to add a new subsection that states:** *“An applicant applying for license renewal who has been licensed for less than one year is not required to complete hours of continuing education”*

Ms. Carrillo then commented to the Board that the Division is transitioning to providing the availability of online renewals, and that removing 12 AAC 16.290(d)(1)(5) is necessary so as not to force auditing behaviors from licensing staff. Currently, this regulation requires licensees to document on their renewal form the name of the sponsoring organization, title, description of course, dates of attendance, number of continuing education hours claimed, and the course approval number. By requiring licensees to provide this detailed information, it essentially prompts the examiner to audit at the time of renewal, which defeats the purpose of the random 10% audit. Dr. Barrington also commented that it would reduce the staff time charged to the Board. Dr. Campbell expressed that having to document these activities is beneficial for tracking purposes, to which Ms. Carrillo commented that she could draft a renewal activity log for licensees' personal records. This document could be made available on the website. Dr. Campbell was receptive, stating that the document should clearly state that the document is not to be submitted for renewal purposes, and reiterated that it would just serve as a renewal record keeping document for the chiropractor. Dr. Holt agreed.

**On a motion duly made by Edward Barrington, seconded by Walter Campbell, and approved by Daniel Holt and John Aderhold to establish a quorum, it was**

**RESOLVED to remove (1)(2)(3)(4)(5) of 12 AAC 16.290(d), such that it only reads:** *“An applicant for renewal of a license to practice chiropractic must submit, on a form provided by the department, a sworn statement of the continuing education that the applicant completed during the concluding license period”.*

**TASK:**

Ms. Carrillo will draft a renewal activity log to be posted to the Board's site. This log will not be required to be submitted at the time of renewal, but is intended to be used for personal record keeping of continuing education activity.

12 AAC 16.350. Individual Study.

The Board then moved to an individual study approval request submitted by Dr. Kimberly Lazarus, who was requesting that 16 hours of continuing education completed through a University of Arizona program be accepted for the upcoming renewal. The title of the course was, “Integrative Health & Lifestyle, Integrative Coaching”.

**On a motion duly made by Edward Barrington, seconded by John Aderhold, and approved by Daniel Holt and Walter Campbell to establish a quorum, it was**

**RESOLVED to approve the individual study request submitted on behalf of Dr. Kimberly Lazarus pending receipt of the \$50.00 continuing education application fee.**

**TASK:**

Ms. Carrillo will contact Dr. Kim Lazarus for payment of the continuing education fee prior to approving the individual study program.

Ms. Carrillo then asked the Board if they were in favor of sending the regulation project to the regulations specialist, which would include changes made to the courtesy license scope, NBCE requirements, approved specialty designation programs, and the continuing education changes discussed above. Dr. Barrington inquired to Ms. Carrillo as to whether the Board had approved Dr. Heston's proposed NBCE regulation changes. Ms. Carrillo commented that she would double-check the minutes. All other proposed changes have been approved by the Board at previous meetings.

**TASK:**

Ms. Carrillo will double-check the minutes from the May 20<sup>th</sup>, 2016 meeting to confirm whether or not the Board approved Dr. Heston's proposed NBCE changes. If there was no vote on record, Ms. Carrillo would send the proposed changes for a vote via e-mail ballot.

**TASK:**

Ms. Carrillo will send the minutes relating to regulation changes for courtesy licenses, NBCE exams, approved specialty designation programs, and continuing education to the regulations specialist once all motions are on record.

**Agenda Item 17    Adjourn**

**Time: 1:40 p.m.**

With no other matters to discuss, the Board adjourned the meeting at 1:40 p.m.

**On a motion duly made by Edward Barrington, seconded by Walter Campbell, and approved by Daniel Holt and Wayne Aderhold to establish a quorum, it was**

**RESOLVED to adjourn the meeting.**

Respectfully Submitted by:

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Laura Carrillo  
Licensing Examiners

Approved by:

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Dr. Daniel Holt, Chair  
Alaska State Board of Chiropractic Examiners