



## **NOTICE OF TELECONFERENCE** **CONTINUING EDUCATION COMMITTEE MEETING**

### **Committee Members**

David Paris, D.C., Chair  
Laurence Adams, D.C.  
Pamela Daniels, D.C.

**The Board of Chiropractic Examiners' (Board) Continuing Education Committee will meet by teleconference on:**

**Thursday, October 6, 2022**  
**12:00 p.m. to 2:00 p.m.**  
(or until completion of business)

**The Committee may take action on any agenda item.**

**Note:** Pursuant to the statutory provisions of Government Code section 11133, neither a public location nor teleconference locations are provided. Due to potential technical difficulties or time constraints, members of the public may also submit written comments to the Board on any agenda item by Tuesday, October 4, 2022. Written comments should be directed to [chiro.info@dca.ca.gov](mailto:chiro.info@dca.ca.gov) for Board consideration.

**Important Notice to the Public:** The Committee will hold a public meeting via Webex Events. To access and participate in the meeting, please click on, or copy and paste into a URL field, the link below:

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m9932726f13c053a674b5fb31fe37236f>

### **If joining using the link above**

Webinar number: 2498 688 3862  
Webinar password: BCE10062022

### **If joining by phone**

+1-415-655-0001 US Toll  
Access code: 249 868 83862  
Passcode: 22310062

Instructions to connect to the meeting can be found at the end of this agenda.

## **AGENDA**

- 1. Call to Order / Roll Call / Establishment of a Quorum**
- 2. Review and Possible Approval of May 7, 2021 and February 9, 2022 Licensing and Continuing Education Committee Meeting Minutes**

3. **Update on Board's Continuing Education (CE) Program**
4. **Review, Discussion, and Possible Recommendation Regarding the Repetition of CE Courses**
5. **Review, Discussion, and Possible Recommendation Regarding Proposed Changes to Annual CE Requirements for Licensees, Including Revised Subject Areas (California Code of Regulations [CCR], Title 16, section 361)**
6. **Review, Discussion, and Possible Recommendation Regarding Proposed Changes to the Board's CE Course Review and Approval Process, Including a Potential Renewal Process for Previously Approved Courses (CCR, Title 16, sections 363 and 363.1)**
7. **Public Comment for Items Not on the Agenda**  
Note: Members of the public may offer public comment for items not on the agenda. However, the Committee may not discuss or take action on any matter raised during this public comment section that is not included on this agenda, except to decide whether to place the matter on the agenda of a future meeting. [Government Code Sections 11125, 11125.7(a).]
8. **Future Agenda Items**  
Note: Members of the Committee and the public may submit proposed agenda items for a future Committee meeting. However, the Committee may not discuss or take action on any proposed matter except to decide whether to place the matter on the agenda of a future meeting. [Government Code Section 11125.]
9. **Adjournment**

This agenda can be found on the Board's website at [www.chiro.ca.gov](http://www.chiro.ca.gov). The time and order of agenda items are subject to change at the discretion of the Committee Chair and may be taken out of order. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Board are open to the public.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to it taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Committee Chair may, at their discretion, apportion available time among those who wish to speak. Members of the public will not be permitted to yield their allotted time to other members of the public to make comments. Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

This meeting is being held via Webex Events. The meeting is accessible to individuals with disabilities. A person who needs a disability-related accommodation or modification to participate in the meeting may make a request by contacting the Board at:

**Telephone:** (916) 263-5355

**Email:** [chiro.info@dca.ca.gov](mailto:chiro.info@dca.ca.gov)

**Telecommunications Relay Service:** Dial 711

**Mailing Address:**

Board of Chiropractic Examiners

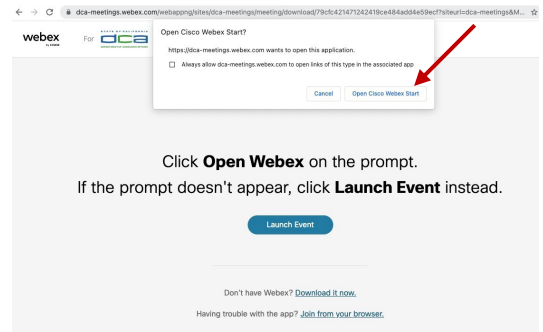
1625 N. Market Blvd., Suite N-327

Sacramento, CA 95834

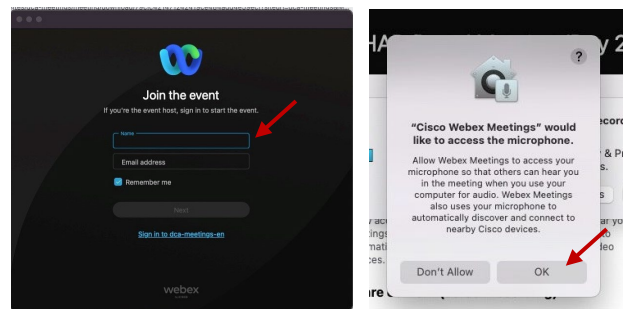
Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

## If joining using the meeting link

- 1 Click on the meeting link. This can be found in the meeting notice you received.
- 2 If you have not previously used Webex on your device, your web browser may ask if you want to open Webex. Click "Open Cisco Webex Start" or "Open Webex", whichever option is presented. DO NOT click "Join from your browser", as you will not be able to participate during the meeting.



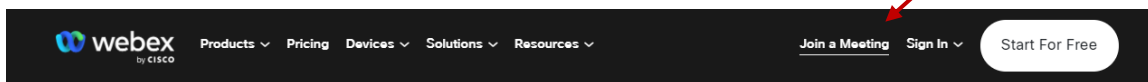
- 3 Enter your name and email address. Click "Join as a guest". Accept any request for permission to use your microphone and/or camera.



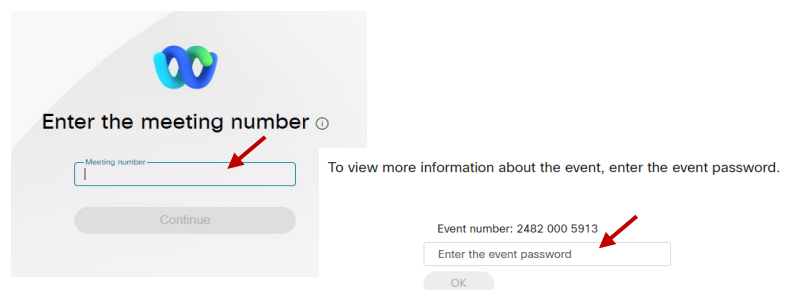
OR

## If joining from Webex.com

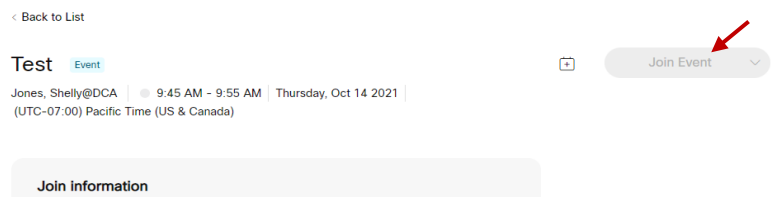
- 1 Click on "Join a Meeting" at the top of the Webex window.



- 2 Enter the meeting/event number and click "Continue". Enter the event password and click "OK". This can be found in the meeting notice you received.



- 3 The meeting information will be displayed. Click "Join Event".



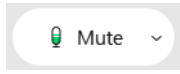
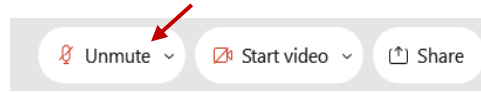
OR

## Connect via telephone\*:

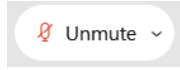
You may also join the meeting by calling in using the phone number, access code, and passcode provided in the meeting notice.

## Microphone

Microphone control (mute/unmute button) is located on the command row.

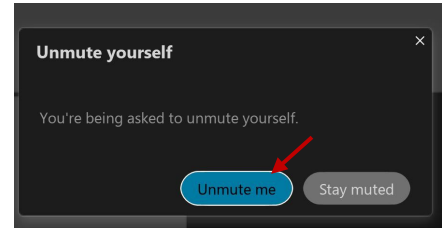


Green microphone = Unmuted: People in the meeting can hear you.



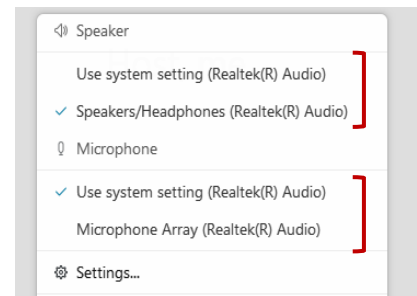
Red microphone = Muted: No one in the meeting can hear you.

*Note: Only panelists can mute/unmute their own microphones. Attendees will remain muted unless the moderator enables their microphone at which time the attendee will be provided the ability to unmute their microphone by clicking on "Unmute Me".*



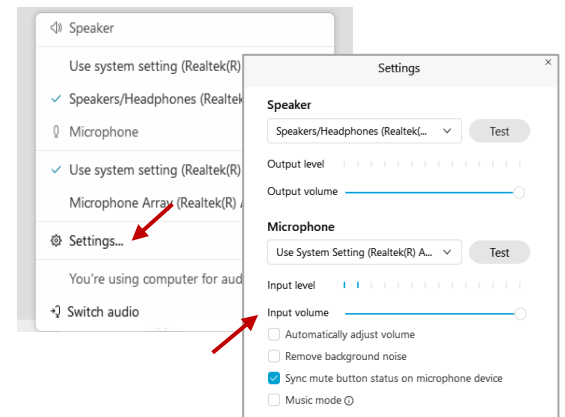
## If you cannot hear or be heard

- 1 Click on the bottom facing arrow located on the Mute/Unmute button.
- 2 From the pop-up window, select a different:
  - Microphone option if participants can't hear you.
  - Speaker option if you can't hear participants.



## If your microphone volume is too low or too high

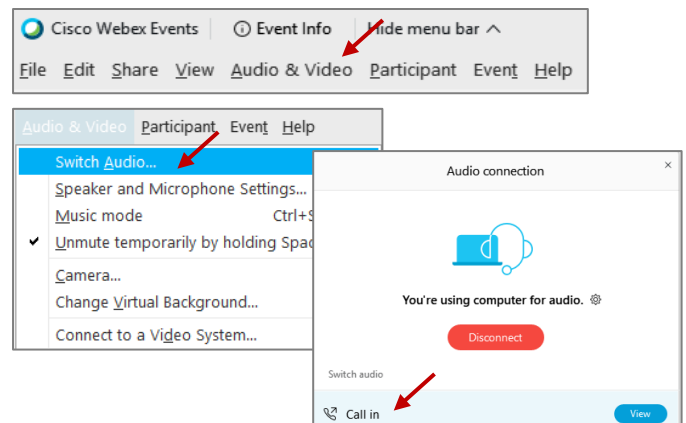
- 1 Locate the command row – click on the bottom facing arrow located on the Mute/Unmute button.
- 2 From the pop-up window:
  - Click on "Settings...":
  - Drag the "Input Volume" located under microphone settings to adjust your volume.



## Audio Connectivity Issues

If you are connected by computer or tablet and you have audio issues or no microphone/speakers, you can link your phone through Webex. Your phone will then become your audio source during the meeting.

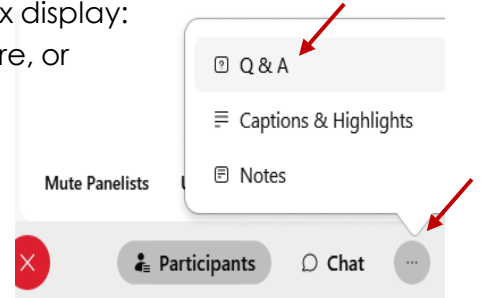
- 1 Click on "Audio & Video" from the menu bar.
- 2 Select "Switch Audio" from the drop-down menu.
- 3 Select the "Call In" option and following the directions.



The question-and-answer feature (Q&A) is utilized for questions or comments. Upon direction of the meeting facilitator, the moderator will open the Q&A panel for meeting participants to submit questions or comments. *NOTE: This feature is not accessible to those joining the meeting via telephone.*

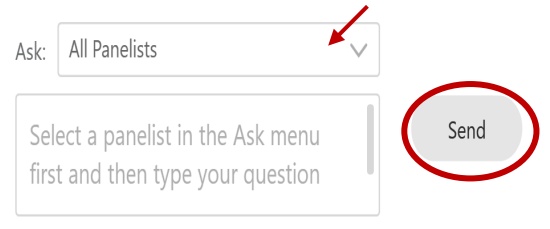
**1** Access the Q&A panel at the bottom right of the Webex display:

- Click on the icon that looks like a “?” inside of a square, or
- Click on the 3 dots and select “Q&A”.



**2** In the text box:

- Select “All Panelists” in the dropdown menu,
- Type your question/comment into the text box, and
- Click “Send”.



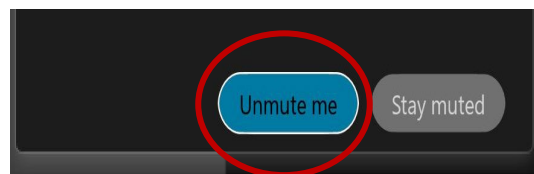
OR

If connected via telephone:

- Utilize the raise hand feature by pressing \*6 to raise your hand.
- Repeat this process to lower your hand.

**3** The moderator will call you by name and indicate a request has been sent to unmute your microphone. Upon hearing this prompt:

- Click the **Unmute me** button on the pop-up box that appears.

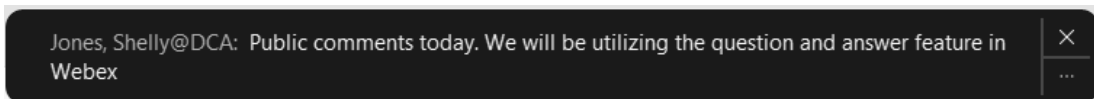


OR

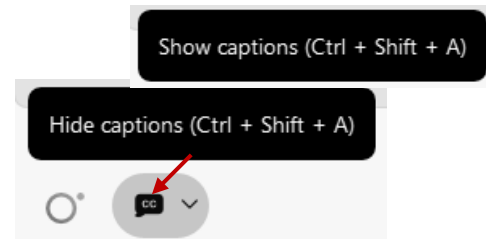
If connected via telephone:

- Press \*3 to unmute your microphone.

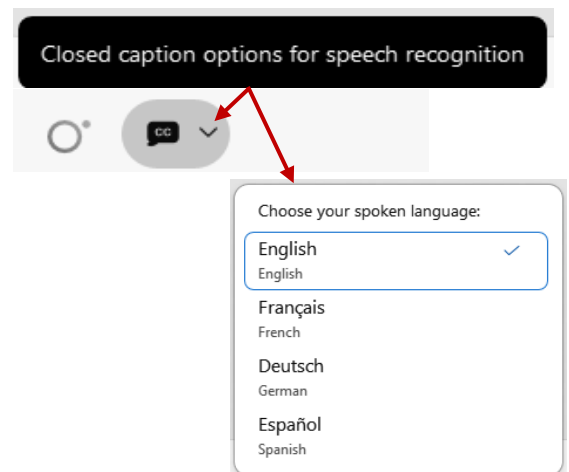
Webex provides real-time closed captioning displayed in a dialog box on your screen. The captioning box can be moved by clicking on the box and dragging it to another location on your screen.



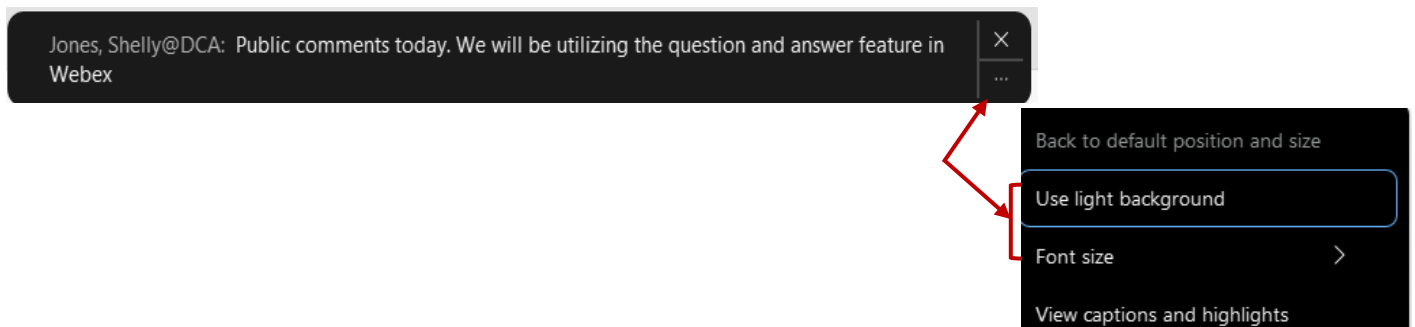
The closed captioning can be hidden from view by clicking on the closed captioning icon. You can repeat this action to unhide the dialog box.



You can select the language to be displayed by clicking the drop-down arrow next to the closed captioning icon.



You can view the closed captioning dialog box with a light or dark background or change the font size by clicking the 3 dots on the right side of the dialog box.





BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR  
DEPARTMENT OF CONSUMER AFFAIRS • CALIFORNIA BOARD OF CHIROPRACTIC EXAMINERS

1625 N. Market Blvd., Suite N-327, Sacramento, CA 95834

P (916) 263-5355 | Toll-Free (866) 543-1311 | F (916) 327-0039 | [www.chiro.ca.gov](http://www.chiro.ca.gov)



**Agenda Item 1**  
**October 6, 2022**

---

---

## **Call to Order, Roll Call, and Establishment of a Quorum**

---

---

### **Purpose of the Item**

David Paris, D.C., Chair of the Board's Continuing Education Committee, will call the meeting to order. Roll will be called by Laurence Adams, D.C.

### **Committee Members**

David Paris, D.C., Chair  
Laurence Adams, D.C.  
Pamela Daniels, D.C.





**Agenda Item 2**  
**October 6, 2022**

**Review and Possible Approval of May 7, 2021 and February 9, 2022 Licensing and Continuing Education Committee Meeting Minutes**

---

---

**Purpose of the Item**

The Committee will review and possibly approve the minutes of the Licensing and Continuing Education Committee meetings held on May 7, 2021 and February 9, 2022.

**Action Requested**

The Committee will be asked to make a motion to approve the Committee meeting minutes.

**Background**

At the June 17, 2021 Licensing and Continuing Education Committee meeting, former Board and Committee member Dionne McClain, D.C. requested clarification regarding the sentence on page three of the draft minutes of the May 7, 2021 Committee meeting where it reads: “Dr. McClain was concerned about creating a list as it would hem in the creativity of providers.” Dr. McClain questioned whether the sentence accurately reflects the statement she articulated or if a typographical error was made when preparing the minutes.

Staff reviewed the recording of the meeting and recommends revising this sentence to accurately reflect Dr. McClain’s statement. This proposed edit is highlighted on page three of the attached May 7, 2021 minutes.

**Attachment**

1. May 7, 2021 Licensing and Continuing Education Committee Meeting Minutes  
(Draft with proposed edit noted)
2. February 9, 2022 Licensing and Continuing Education Committee Meeting Minutes  
(Draft)



**Board of Chiropractic Examiners  
TELECONFERENCE MEETING MINUTES  
Licensing & Continuing Education Committee  
May 7, 2021**

Teleconference Meeting

**Committee Members Present**

Dionne McClain, D.C., Chair  
Laurence Adams, D.C.  
David Paris, D.C.

**Staff Present**

Robert Puleo, Executive Officer  
Kristin Walker, Assistant Executive Officer  
Dixie Van Allen, Staff Services Manager I  
Natalie Boyer, Continuing Education Analyst  
Amanda Campbell, Continuing Education Analyst  
Michael Kanotz, Attorney III

**1. Call to Order & Establishment of a Quorum**

Dr. McClain called the meeting to order at 10:00 am.

Dr. Paris called roll. Dr. McClain and Dr. Paris were present, Dr. Adams joined the meeting late. A quorum was established.

**2. Approval of March 25, 2021, Meeting Minutes**

**MOTION: DR. PARIS MOVED TO APPROVE THE MINUTES OF THE MARCH 25th, 2021 LICENSING & CONTINUING EDUCATION COMMITTEE MEETING.**

**SECOND: DR. MCCLAIN SECONDED THE MOTION.**

Discussion: There was none

Public Comment: There was none.

**VOTE: 2 - 0, (DR. MCCLAIN – AYE, DR. PARIS – AYE, DR. ADAMS - ABSENT)**

**MOTION CARRIED.**

### 3. Public Comment for Items Not on the Agenda

There was none.

### 4. Review, Discussion and Possible Action to Article 6. Continuing Education Sections 361 – 363

Ms. Boyer guided the Committee through the review process of the continuing education (CE) regulations document. They began with Section 362. Continuing Education Provider Approval. Ms. Boyer brought the Committee's attention to subsection (b), which acknowledged the Federation of Chiropractic Licensing Boards Providers of Approved Continuing Education (FCLB PACE) approval but maintained the Board's authority for course review and approval.

Ms. Boyer shared potential changes in Section 362, 362.1, 362.2, 362.3, 362.4 and 362.5 without any questions or comments from the Committee.

Ms. Boyer moved on to Section 363. Approval of Continuing Education Courses. She pointed out the changes in the first paragraph of this section, that now supported both in-person and two-way video conferences could be approved as an in-person CE event.

Dr. McClain suggested changing "so long as" to "as long as" in the last sentence of the first paragraph of this section.

Dr. Paris inquired if the Committee had agreed not to use 'synchronous' and 'asynchronous' as part of the definition in the regulations.

Ms. Boyer recalled that there had been some confusion within the Committee with the use of that terminology and she had included "in real time" instead.

Mr. Puleo suggested adding a clause that included 'synchronous' and 'asynchronous' in the definitions listed in the regulations.

Dr. Paris agreed.

Dr. McClain suggested reiterating the definitions of 'synchronous' and 'asynchronous' for the public record.

Dr. Paris stated that synchronous was learning that existed or occurred at the same time and asynchronous did not occur at the same time and is sometimes referred to as "store and forward".

Dr. McClain inquired if further examples needed to be included in the regulations to help individuals determine what would constitute as a synchronous learning course.

Ms. Boyer responded that she would add 'synchronous' and 'asynchronous' terms into the regulatory document but was hesitant to add too many examples that would restrict the options when offering an in-person CE course.

Ms. Boyer continued with the review of Section 363 and pointed out the new reference to the PACE Pre-Check application.

Ms. Boyer brought the Committee's attention to Section 363 (b) which defined a 'course' in the regulations and the continued discussion that needed to occur to properly define 'course' or determine what term they would like to use in its place. Ms. Boyer shared that in many of the new drafts for the CE applications the term "event" had been used. The new model would allow a provider to apply for multiple hours and competencies on the same application and did not know if it was necessary to have an itemized list of all activities that could constitute a course.

Dr. McClain was concerned about creating a list as it would hem in the creativity of limits the options available to providers.

**Dr. Adams joined the meeting at 10:21 am.**

Dr. Paris asked for a further explanation of how the fees were associated with the definition of a course.

Ms. Boyer shared that currently in regulation a course equaled one application with one subject area. The proposed model would allow a provider to apply for multiple competencies of various hours within a single application and they would pay a fee per hour requested in that application.

Dr. Paris went on to inquire how many hours could be contained in the definition of a course.

Ms. Boyer responded that there was not a limit to how many hours a provider could request. If providers tried to bundle multiple hours or days of an event onto one application, it would become very complex as they would only be awarded one approval number.

Ms. Boyer suggested potentially including a clause that a course could only be a certain amount of days but that could potentially limit a lengthy seminar.

Mr. Puleo suggested that if the fee structure was changed, where each hour of instruction was associated with a particular fee, that would be a deterrent to providers from attempting to include all their course hours for an entire year onto one application.

Dr. Paris agreed.

Dr. Adams inquired if the present discussion had been initiated by some of the provider's feedback to the Committee regarding their confusion over the competencies and the further breakdown of fees for those competencies.

Ms. Boyer responded that this particular topic was one that the Committee and staff had been discussing for some time, as it was requiring a departure from the current application and fee model. The Committee needed to determine what was in the best interest for the CE regulations to be as clear as possible and reduce confusion that many new providers experienced when submitting CE course applications.

Dr. Adams felt that the clearest method was to allow the provider to select the competencies for their application and then the fee should be determined per hour.

Dr. Paris agreed to the per hour fee. He went on to state that the fees should also reflect the amount of times a course was being offered during the approval period and required staff to review the course again.

Dr. Adams mentioned that he was not aware that a course received multiple reviews, he was under the impression that staff reviewed and approved the course once during the application process and that the course could be offered multiple times during the year.

Ms. Boyer responded that the course was reviewed once per year, at the initial application period. Providers were encouraged to include all the dates they intend to offer the course on their application. If, in the future, they included more dates and locations to that particular approved course staff would not conduct another review, but would update the records for that particular course.

Dr. Paris inquired if it involved much staff time to process the request.

Ms. Boyer responded that it did, as staff would update the course record and post the new dates to the Board's website.

Mr. Puleo added that there would be the potential need for hiring experts or utilizing Board Members' expertise to review courses when staff felt the content was not compatible with regulations or if there was an appeal to a denied course. These items would contribute to the overall fee associated with a course.

Ms. Van Allen added a point of clarification, that for providers submitting courses with multiple instructors and breakout sessions occurring simultaneously during a seminar, each hour of instruction needed to be assessed a fee and not just each hour of credit that a participant could earn. She wanted to ensure that this was clear to providers within the regulations.

Mr. Puleo redirected the Committee to focus on defining a 'course' and 'event' for the regulatory language.

Dr. McClain inquired if it was necessary to define 'course' more than it already was. She also inquired if there had been a definition of the term 'event' that was being utilized on the "CE Event Application".

Mr. Kanotz advised the Committee that the regulatory language would need to keep some definition of course as the fee was directly tied to the definition, in statute as "\$56 per course".

Dr. Adams reiterated that a fee per hour of instruction seemed to make the most sense in terms of staff time and resources and placed more responsibility on the provider to show their course content relating to the available competencies.

Ms. Boyer clarified that in the proposed regulations a course would consist of one competency that could be made up of several hours of instruction, yet when a provider applied to the Board, they could choose to include multiple courses or competencies to make up their CE event. The proposed fee structure would be assessed per hour of instruction.

Dr. Paris suggested making a 'course' consist of multiple 'classes'. A 'class' would be one 50-minute credit hour. A 'course' would consist of one or multiple classes in the application process. He felt this was more in line with education institutions.

Dr. McClain recommended staff prepare definition language based on the example of 'courses' and 'classes' that Dr. Paris provided.

Ms. Van Allen felt that the instructor needed to be incorporated into the definition of a course.

Mr. Puleo stated that as a layperson he felt that 'course' and 'class' had the same meaning, they were interchangeable. He felt that the term 'event' better encompassed a program with several competencies and instructors, held over multiple days. Mr. Puleo inquired if the distinction between those two terms was something that the Council on Chiropractic Education (CCE) utilized.

Dr. Paris suggested reaching out to CCE and receiving feedback on the terms they used.

Mr. Puleo surmised that a course would be taken over multiple class periods throughout a semester or quarter, through several class hours. This example did not explicitly transcend to CE formats as a provider could offer a single course, completed in a single hour of instruction.

Dr. McClain suggested seeking feedback from CCE and utilizing the definitions from the collegiate environment.

Mr. Puleo stated that staff had enough information to continue the research for the regulatory language and the definition of a course.

Ms. Boyer agreed and went on to state that the agreements from the Committee: that course could consist of multiple competencies and that fees should be assessed per hour of instruction. Additional language options would be brought before the Committee.

Ms. Boyer moved on with the document review process in Section 363. She pointed out that the first sentence on page 10 would be stricken as it did not comply with the Committee's agreed upon understanding, that an application could consist of more than one competency.

Ms. Boyer next pointed out Section 363 (k), a new provision that excluded Competency 2 – Chiropractic Adjustment/Manipulation from being taught through any online learning platforms. She went on to point out that in a later section of the regulations, Section 364 (e), licensees had the opportunity to apply for a medical waiver to complete all CE courses online. With this new exemption in place, licensees seeking a medical waiver would not have the opportunity to complete the mandatory competencies online, as there would not be many providers offering the course through two-way video conferences or through traditional distance learning courses.

Dr. McClain inquired if the exemption needed to be removed.

Ms. Boyer responded that there might be an alternate to the exemption if the Committee had another suggestion for those seeking medical waivers.

Mr. Puleo mentioned that if the Committee allowed for all competencies to be available through two-way video courses there wouldn't be a need for individuals to seek out approval for completing all their CE hours through online platforms.

Dr. Adams shared that now that he had attended some two-way video adjustive technique courses, he felt that Competency 2 had validity in the market place and should not be excluded from online platforms.

Dr. McClain inquired what type of feedback was possible during the technique practice time during a video course.

Dr. Adams stated that many doctors were not participating in the adjustive technique demonstrations during the in-person seminars he had attended. Dr. Adams suggested mandating that the licensees had to have a partner present to participate with the adjustive technique practicum during a course.

Dr. McClain inquired if there was a significant number of individuals requesting medical waivers.

Ms. Boyer responded that prior to the Covid-19 pandemic, the Board received about 2-3 medical waiver exemptions per months. After the Covid-19 pandemic, the Board received 25 requests for the month of August 2020. This was prior to the Department of Consumer Affairs' (DCA) waiver that approved two-way video conferences in place of in-person CE courses. This material could be found in the November 2020 Licensing & CE Committee material packet on the Board's website.

Dr. Paris inquired how many individuals requested temporary waivers versus individuals who had long term medical conditions,

Mr. Puleo responded that despite the nature of the medical exemption, the regulations required the individual to submit a request annually for approval. There were no blanket approvals for this process.

Dr. Paris suggested that other providers, like PACE, would be offering adjustive technique courses online and that could potentially suffice for the very few individuals who would request this exemption year after year.

Dr. McClain agreed with the suggestion, that the few individuals needing the medical waiver exemption would also be granted approval to complete adjustive technique courses through online means, from providers like PACE, without the Committee removing the exclusion clause in subsection 363 (k).



Dr. Adams shared his concern with excluding adjustive technique from distance learning and two-way video conferences, which would require individuals to travel for a four-hour requirement. He encouraged the Committee Members to participate in a Zoom style adjustive technique course, as he had personally experienced such a course and found the view to be superior to in-person presentations.

Dr. McClain reiterated that public safety was a priority versus the potential inconvenience for licensees. Dr. McClain went on to state that with the inclusion of PACE courses, there was the potential of numerous courses being added to the California marketplace.

Dr. Paris mentioned that he had witnessed some technique and other patient care courses through Zoom and he continued to believe that this type of instruction did not meet the standards for quality education for public protection that the Board was tasked with.

Ms. Boyer summarized the Committee's conversation for future action items. Subsection 363 (k) would remain as is and a new clause would be included into subsection 364 (e) to include approval for online courses of Competency 2.

Dr. Adams wished to express his interest in receiving input from providers and licensees regarding taking adjustive technique courses through two-way video platforms, he was concerned with making a decision regarding the exclusion at this time. Dr. Adams also shared that other healthcare providers, like dentist, completed specific professional training through Zoom courses that had been sanctioned by their regulatory board.

Dr. McClain appreciated the comments and moved to accept public comments prior to moving on for further review of the regulatory language.

Public Comment: Dr. Marcus Strutz, chiropractor and continuing education provider with Back to Chiropractic Seminars, shared that he had numerous videos he could share with the Committee that demonstrated the camera angles and close up views in his courses. He also shared that he had received hundreds of testimonials from participants who agreed to the superiority of two-way video conference courses. Dr. Strutz invited the Committee Members to schedule one on one tutorials with him to see the potential in adjustive technique courses offered through Zoom.

Public Comment: Ms. Laurie Isenberg, Director of Postgraduate & Continuing Education at Life Chiropractic College West, shared that from all her course applications in numerous different states, none of the regulatory bodies defined what a 'course' or 'class' was. She also questioned including the statement that when teaching chiropractic adjustive technique the instructor needed to be licensed in the state of California. She did not think that was feasible considering that many times the instructor taught the set up for the technique but did not actually deliver the adjustment. And finally, she beseeched the Committee to include Philosophy as part of the competency structure for continuing education.

Ms. Boyer returned to Section 361 for review. Ms. Boyer pointed out, in Section 361 (g) (5), some slight language changes to address Dr. McClain's concern from the March Committee Meeting. The language had become a bit clearer to properly reference when a licensee could earn CE credit for participating in a National Board of Chiropractic Examiners (NBCE) exam.



Ms. Boyer then moved onto subsection 361 (g) (3) which allowed licensees to earn credit from a PACE approved course through a PACE provider. This was added to the regulations based on information from previous Committee meetings and in light of the recent addition of the PACE Pre-Check application process. Ms. Boyer was curious if the Committee wished to keep this provision.

Dr. Adams shared that he felt this provision was inconsistent with what the Board had recently decided, that they wished to maintain control of the CE course approval process from PACE approved providers.

Ms. Boyer agreed and shared that this policy topic was from many years ago yet was no longer consistent with the Board's recent decision.

The Committee agreed with removing the clause.

Ms. Van Allen suggested including a provision into the CE provider denial process to include a timeframe for when a provider could reapply for Board approval. Currently there was nothing in regulation preventing a provider from instantly applying for Board approval following a denied provider application.

Ms. Boyer agreed.

Ms. Boyer progressed with reviewing the forms and applications included as reference in the regulations.

There were no questions from the Committee on the language of the Continuing Education Competency document.

Dr. Adams suggested revisiting the breakdown in mandatory hours, as he felt some of the provider's feedback implied that they were too lengthy. He felt that more hours could be assigned to individuals who needed it, due to an enforcement infraction, but that the mandatory hours could be lowered for most of the licensing population.

Dr. McClain mentioned that the increased hours were not just for those who had been disciplined, but because the Board has seen infractions in referrals and diagnosis, there was a larger problem which could be alleviated through preemptive CE courses requirements.

Ms. Boyer continued to the CE Provider Application and the CE Event Application.

Dr. Paris inquired if, on the first page of the CE Event Application, it could be considered to include the instructor when asking about content that had been changed for a CE course.

Ms. Boyer responded that if a CE course was submitted where the content had not changed but the instructor had, there would be a record of that with the instructors curriculum vitae and the completed attestation page.

Dr. Paris understood, he thought it might be helpful when gathering information.

Ms. Boyer explained how the CE Event Application could be utilized with the new CE competency model when applying for CE course approval.

The Committee discussed several examples of how providers of larger seminars would fill out the proposed CE Event Application.

Dr. Paris returned to the competency language for Competency 7 – Information and Technology Literacy, he felt there should be an additional objective that reflected the outcome of attending a peer review research seminar. He suggested a title change to include “exposure and education in research”.

Dr. Adams suggested “literature and research review”.

Dr. Paris also suggested adding language into the competency document to imply that the curricular objectives were examples but not the only option. There could be additional learning objectives that the provider could determine and present in their event applications.

Ms. Boyer agreed and would make the adjustment.

Dr. Adams shared that one of the providers had provided feedback to include a provision in regulations that would allow the Board the authority to make changes to the laws as they deemed necessary.

Ms. Boyer responded that such a provision would not be possible as the rulemaking process required all laws to be put before the Office of Administrative Law (OAL). She shared that there were Section 100 changes that allowed for non-substantive changes, such as to grammar or design.

Mr. Kanotz agreed that all rulemaking changes needed to be submitted to OAL.

Ms. Boyer moved on to the PACE Pre-check Application. She acknowledged that a statement needed to be included requesting the providers’ course outline and instructors’ curriculum vitae.

There were no public comments at the conclusion of this agenda item.

## **5. Review, Discussion and Possible Action on Committee’s Activities to Solicit Stakeholder Participation in Promulgating Continuing Education Regulations**

Dr. McClain wished to hear suggestions from the Committee regarding potential ways to solicit participation from stakeholders regarding the proposed changes to the CE regulations.

Dr. Adams suggested soliciting written feedback from the chiropractic colleges and larger providers, as a few providers had already done so and he found it very informative.

Dr. Paris was supportive of as much outreach as possible, he did not think that a town hall

format would be the most productive option.

Dr. McClain agreed that the Committee has always been open to feedback and suggestions from the public and it would be more concise and effective to hear from stakeholders in a written format. She went on to encourage providers to submit feedback or specific language changes for the proposed regulations.

Dr. Paris also pointed out that the next agenda item covered selecting the next couple of Committee meeting dates and those would pose additional opportunity for the public to engage with the Committee and the promulgation of regulation changes.

Dr. Adams agreed. He suggested 1500 words or less for the written feedback.

Dr. McClain suggested one to two pages for the written feedback and emphasized the need to be concise when submitting items to the Committee and Board.

Mr. Puleo encouraged the schools and providers to communicate with each other and come to a consensus on potential ideas and submit unified written recommendations to the Board.

Public Comment: Dr. Strutz shared that he felt the prominent issue that providers would be interested in discussing was whether adjustive technique was offered both as a live and zoom type course. He also stated that the competencies should be as clear as possible so that the providers understood what they were meant to teach.

## **6. Review, Discussion and Possible Action on Scheduling Future Committee Meetings**

The Committee selected June 17<sup>th</sup>, 2021 as the next Licensing & CE Committee Meeting date, from 10am to 1pm. They also selected two options, between July 29<sup>th</sup> and August 13<sup>th</sup>, and will wait to hear back from Dr. McClain regarding her schedule.

Ms. Boyer stated that two meetings would be sufficient at this time. This same agenda topic would be added to the second meeting date to ensure the Committee had an opportunity to review their schedules and select more meeting dates.

## **7. Public Comment on Items Not on the Agenda**

There were none.

## **8. Future Agenda Items**

Dr. Adams encouraged the Committee to avail themselves of online adjustive technique courses to better familiarize themselves with two-way video conferences formatting and style.

## **9. Adjournment**

Dr. McClain adjourned the meeting at 1:24 p.m.



**BOARD OF CHIROPRACTIC EXAMINERS  
LICENSING AND CONTINUING EDUCATION COMMITTEE  
MEETING MINUTES  
February 9, 2022**

In accordance with the statutory provisions of Government Code section 11133 and [Executive Order N-1-22](#), issued by Governor Gavin Newsom on January 5, 2022, the Licensing and Continuing Education Committee of the Board of Chiropractic Examiners (Board) met via teleconference/Webex Events with no physical public locations on February 9, 2022.

**Committee Members Present**

Dionne McClain, D.C., Chair  
Laurence Adams, D.C.  
David Paris, D.C.

**Staff Present**

Kristin Walker, Acting Executive Officer  
Dixie Van Allen, Licensing & Administration Manager  
Amanda Campbell, Enforcement Analyst  
Jason Hurtado, Board Counsel, Attorney III, Department of Consumer Affairs (DCA)  
Heather Hoganson, Regulatory Counsel, Attorney III, DCA

**1. Call to Order / Roll Call / Establishment of a Quorum**

Dr. McClain called the meeting to order at 1:07 p.m. Dr. Paris called the roll. All members were present, and a quorum was established.

**2. Review and Approval of June 17, 2021 Committee Meeting Minutes**

**Motion: Dr. Paris moved to approve the minutes of the June 17, 2021 Licensing and Continuing Education Committee meeting.**

**Second: Dr. Adams seconded the motion.**

**Discussion:** Dr. McClain noted during the June 17, 2021 Committee meeting, she requested clarification on the accuracy of a statement contained within the draft minutes of the May 7, 2021 meeting and asked for an update on the status of that request. Ms. Walker explained that the discussion of the May 7, 2021 draft minutes, along with the requested clarification of the statement in those minutes, would be placed on the agenda of the next Committee meeting.

Dr. McClain asked for a status update on the action items from the June 17, 2021 meeting and questioned whether the minutes could be approved if those items had not been completed. Ms. Walker acknowledged there are follow-up items from the June 17, 2021 meeting that staff has been working on, but the draft minutes are an

accurate summary of the discussions that took place during the meeting and can be approved at this time by the Committee.

Dr. McClain requested that the issue regarding potential continuing education (CE) providers who have been disciplined and are still able to offer CE courses be placed on the next meeting agenda.

**Public Comment:** None.

**Vote:** 3-0 (Dr. McClain-AYE, Dr. Adams-AYE, and Dr. Paris-AYE).

**Motion:** Carried.

**3. Discussion and Possible Action in Response to the January 11, 2022 Waiver Issued by the Director of the Department of Consumer Affairs [DCA Waiver DCA-22-209 Order Extending DCA-20-63, Order Waiving Restrictions on Internet-Based Continuing Education Training for Chiropractors and Naturopathic Doctors](#) and on the Board's Continuing Education Requirements (California Code of Regulations, Title 16, Sections 360-366)**

Ms. Walker informed the Committee that on September 23, 2020, the DCA Director issued DCA Waiver DCA-20-63, which waived California Code of Regulations (CCR), title 16, section 361(c) to the extent that it limits to 12 hours the maximum number of CE hours that may be completed through distance learning, subject to the condition that distance learning in excess of 12 hours must consist of Internet or web-based courses that allow participants to concurrently interact with instructors or presenters while they observe the courses. She stated the Board has been referring to this learning format as "interactive videoconferences."

She explained on November 22, 2021, the Director issued a waiver terminating this order on December 31, 2021; however, on January 11, 2022, the Director issued DCA Waiver DCA-22-209, which withdrew and superseded the prior order and set a new termination date of March 31, 2022. She added DCA continues to encourage boards and bureaus to look at the laws and regulations that were waived, determine if any statutory or regulatory changes are needed in the future, and if so, move forward with such changes.

Ms. Walker explained the Committee has a few options to discuss and consider, including: 1) taking no action related to the expiration of this waiver, and instead, continuing the Committee's work to comprehensively amend the Board's CE requirements to expand the background check for CE providers and align the mandatory categories with the core competencies; or 2) moving forward with a separate regulatory proposal to implement some of the changes while these comprehensive updates are developed. She added potential regulatory proposal topics could include amending CCR, title 16, section 363.1 to narrow the definition of distance learning to asynchronous formats, with or without a requirement for chiropractic adjustive technique

courses to be completed in-person. Alternatively, the Committee could recommend moving forward with changes to CCR, title 16, section 364 to allow the Board to waive the annual license renewal requirement for licensees affected by a natural disaster or a state or federal declared state of emergency.

Dr. Adams asked Ms. Walker which of the options presented would provide the quickest resolution to this issue while also allowing the Committee to continue its work on the details of the comprehensive updates. Ms. Walker replied it would be more expedient for the Committee to consider taking a portion of the comprehensive proposal that addresses the issue of the waiver expiring and move forward with a separate regulatory proposal focused solely on that issue.

Dr. McClain asked if the proposed language within CCR, title 16, section 364 reflected specific exemptions that had already been discussed by the Committee. Ms. Walker confirmed that Dr. McClain was correct. At Dr. Paris' request, Ms. Walker read the following proposed language for CCR, title 16, section 364, aloud:

“During instances of natural disaster, a state or federal declared state of emergency, the Board has the authority to authorize completion of twenty-four (24) hours of continuing education through distance learning courses or waive the continuing education requirements for the period of the license renewal. The licensee shall request a waiver from the Board in writing and provide documentation of the mitigating circumstances affecting their renewal requirements.”

Dr. McClain commented that the proposed language would provide the ability to take necessary action in response to these situations and enable the Board to move forward. She also cautioned the Committee against taking action expeditiously without considering what would be prudent for safety and quality assurances.

Dr. Adams asked Dr. McClain if she was suggesting the Committee should not move forward with the proposal to amend the definition of distance learning which would then allow for live videoconferencing to be an option for licensees to complete their CE. Dr. McClain indicated live videoconferencing is already an option, but the Committee is discussing whether or not to act on the waiver that is expiring. She added DCA has been very responsive in issuing waivers in situations that require immediate action.

Dr. Adams responded that DCA expects the Board to review the requirements that were waived and take action, if necessary. He added that based on the information he has reviewed, there is a clear desire by licensees, CE providers, and other stakeholders to have the option for in-person or live videoconferencing courses, and such a change would be consistent with other healing arts boards in California.

Dr. McClain indicated the Committee has received information from both sides of the videoconferencing issue, including some conflated information. She added she has been in contact with chiropractic boards across the country and received information



from the Federation of Chiropractic Licensing Boards (FCLB) that indicates a majority of these boards do not allow full online CE contrary to popular belief.

Mr. Hurtado asked if the Committee members wished to make any additional changes to any of the other sections of the regulations, such as CCR, title 16, section 363.1, which outlines the distance learning formats. Dr. McClain indicated the Committee had discussed defining distance learning as asynchronous learning. She added the Committee had gone through each section of the Board's CE regulations and made some changes as reflected in the draft language.

Ms. Van Allen explained that the Committee could either proceed with the comprehensive updates to all of the CE regulations or take a smaller portion of those regulations and move forward with a separate proposal. She asked the Committee to consider whether they want videoconferencing courses to be counted as classroom or distance learning hours, and after answering that policy question, it can be determined whether to amend CCR, title 16, section 363.1 or 364 to reflect that decision.

Ms. Walker stated the Committee previously agreed that two-way videoconferencing would count for live CE hours with the caveat that this would not apply to the competency for chiropractic adjustive technique, which must be completed in-person. She reiterated there are two policy issues currently before the Committee. First, the Committee needs to decide whether the Board should take any action specifically in response to the expiration of the waiver or just continue with the comprehensive updates to the CE requirements. Second, if the Committee determines the Board should act, the Committee needs to make a recommendation on the path to take. Potential options include amending the definition of distance learning to allow for videoconferencing to be considered as live learning, with or without a requirement for chiropractic adjustive technique to be completed in-person, or adding an exemption for licensees affected by a natural disaster or declared state of emergency. Dr. Adams added the Committee must decide whether to act on a single proposal that would address not only the underlying need for the waiver but also other issues as well.

Dr. Paris suggested that the Committee consider moving forward with a separate proposal to amend CCR, title 16, sections 363.1 and 364, with the requirement for chiropractic adjustive technique to be completed in-person. He explained CCR, title 16, section 364 should be included to provide the ability to waive that in-person requirement when necessary. Dr. Adams expressed his support for Dr. Paris' suggestion.

Dr. McClain asked Ms. Walker if Dr. Paris' suggestion was an option. Ms. Walker indicated the Board could move forward with both concepts concurrently and the Committee would have additional time to continue refining the comprehensive updates.

Dr. Adams suggested moving forward with the update to the definition of distance learning and deferring the in-person chiropractic adjustive technique requirement and exemption language to the comprehensive proposal. He also reminded the Committee that chiropractic adjustive technique courses can be completed via distance learning

under the Board's current regulations. Dr. Paris acknowledged Dr. Adams' comment and opined that by adding the in-person requirement for chiropractic adjustive technique courses, the Committee would be strengthening the regulation in the interest of public protection.

**Motion: Dr. Paris moved to pursue a regulatory proposal to amend CCR, title 16, sections 363, 363.1, and 364 by narrowing the definition of distance learning to asynchronous coursework, with the exception of courses in chiropractic adjustive technique, which must be completed in-person, and by providing the Board with the authority to waive the CE requirements when licensees have been affected by a natural disaster or state of emergency.**

**Second: Dr. Adams seconded the motion.**

**Public Comment:** A chiropractor identified as Dr. Joel expressed her agreement with Dr. Adams' suggestion and asked the Committee to make distance learning available for all CE courses.

**Vote: 2-1 (Dr. McClain-NO, Dr. Adams-AYE, and Dr. Paris-AYE).**

**Motion: Carried.**

#### **4. Public Comment for Items Not on the Agenda**

Victor Tong, D.C., a licensee and CE provider, stated the DCA waiver has not been working well for licensees, the public, or providers, and the extensions and termination do not work well for planning live seminars with limited notice. Dr. Tong opined that while the Board members may think it works well to have DCA take care of the issue when there is a disaster, the pain on the public is not being experienced by the Board members because they do not have to attend CE seminars.

Cliff Tao, D.C., a licensee and CE provider, agreed with the previous comments and shared that he will be canceling a seminar in April because he does not know if he can still offer it via interactive videoconferencing and get credit for live hours. He explained it is a big deal to providers to not get as much notice as they are used to receiving. Dr. Tao added he fully supports the spirit of allowing asynchronous learning as full live classroom hours too.

#### **5. Future Agenda Items**

Dr. McClain explained that she had articulated her future agenda items during the discussion of the meeting minutes.

Marcus Strutz, D.C., a licensee and CE provider, opined the Committee made a good decision but expressed his concerns about how fast the changes will happen. He stated CE providers are currently in limbo of scheduling and canceling seminars and urged the



Board to push this proposal through quickly to benefit CE providers and licensees. He also asked the Board members to read the material he has written to them.

Dr. Joel asked if there was a way to limit the number of required hours for technique and examination procedures.

Dr. McClain thanked the public for their input and assured them that the Board members review all information that is brought forward to them.

## **6. Adjournment**

Dr. McClain adjourned the meeting at 2:30 p.m.

DRAFT



**Agenda Item 3  
October 6, 2022**

**Update on Board's Continuing Education Program**

---

---

**Purpose of the Item**

The Executive Officer and Board staff will provide the Committee with an update on the Board's Continuing Education Program activities and statistics.

**Action Requested**

This agenda item is informational only and provided as a status update to the Committee. No action is required or requested at this time.

**Attachment**

- Executive Officer's September 28, 2022 Memo to Committee Members Regarding Continuing Education Program Activities and Statistics



# MEMORANDUM

## Agenda Item 3 Attachment

<b>DATE</b>	September 28, 2022
<b>TO</b>	Members of the Board of Chiropractic Examiners' Continuing Education Committee
<b>FROM</b>	Kristin Walker, Executive Officer
<b>SUBJECT</b>	<b>Update on Board's Continuing Education Program</b>

This report provides an overview of recent Board of Chiropractic Examiners' (BCE) Continuing Education Program activities and statistics.

### **Business Modernization Project and Implementation of the Connect System**

BCE continues to collaborate with the Department of Consumer Affairs Office of Information Services and three other programs (California Acupuncture Board; Board for Professional Engineers, Land Surveyors, and Geologists; and Bureau for Private Postsecondary Education) in the first cohort of a Business Modernization Project to develop and implement a new application, licensing, and enforcement system known as Connect.

Through phased software releases from September 2020 through May 2022, BCE implemented its primary licensing and enforcement functions. BCE is currently in the maintenance and operations phase of this project and has been focusing on system enhancements to:

- Increase utilization of the system by BCE licensees
- Simplify the online renewal process for doctor of chiropractic licenses
- Make the applicant and licensee dashboards easier and more intuitive for users to navigate
- Provide the ability for licensees to maintain and store their continuing education course records in the system
- Prominently display a list of BCE links and resources and direct contact information for each of BCE's units on the user dashboard

These enhancements are expected to be released in fall 2022, and after they have been implemented, BCE will work on the development of the continuing education provider and course approval processes in the system.

## **Legislation Affecting Continuing Education Program**

**[Senate Bill 1434 \(Roth, Chapter 623, Statutes of 2022\)](#) State Board of Chiropractic Examiners.** This bill requires the Board to: 1) be subject to review by the appropriate policy committees of the Legislature as if the practice act was scheduled to be repealed on January 1, 2027; and 2) include the telephone numbers and email addresses of licensees in the Board's directory and require licensees to immediately notify the Board of a change of contact information. In addition, this bill removes specified exemptions from the probation status disclosure requirement for licensees placed on probation by the Board. This bill also implements an updated fee schedule for the Board and directs the Board to submit a report to the Legislature that contains an update on the status of the Board's license fee structure and whether the Board needs to consider plans for restructuring its license fees. This bill passed on August 29, 2022, and was signed by Governor Newsom on September 27, 2022.

## **Proposed Regulations Affecting Continuing Education Program**

**Continuing Education Requirements and Mandatory Cardiopulmonary Resuscitation (CPR) Certification for All Licensees (California Code of Regulations [CCR], Title 16, Sections 360, 361, 362, 362.1, 362.2, 362.3, 362.4, 362.5, 363, 363.2, 363.3, 363.4, 365, and 366):** This proposal will establish minimum requirements for continuing education (CE) providers, establish parameters for continuing education course approvals, and mandate CPR certification for all licensees. The goal is to protect patients by expanding the background check for continuing education providers and by aligning the mandatory course categories with the core competencies necessary for a doctor of chiropractic to safely practice in California. This proposal is currently being developed by the Continuing Education Committee.

**Approval of CE Courses and Distance Learning (CCR, Title 16, Sections 363 and 363.1)** This proposal will define and differentiate between the three learning formats for CE courses – “live and interactive courses given via electronic means,” “in-person learning experiences” and “distance learning.” In addition, this proposal will allow licensees to complete most of their CE hours online with the exception of courses in the subject area of chiropractic adjustive technique or chiropractic manipulation techniques, which must be conducted through an in-person learning experience. This proposal is being developed by staff.

**CE Exemptions and Reduction of Requirements (CCR, Title 16, Section 364)** This proposal will create a process for granting an exemption from the annual CE requirement for a licensee who provides satisfactory proof to the Board that they have been adversely affected by a natural disaster or a state or federal declared state of

emergency. This proposal is planned to be presented to the Continuing Education Committee for further discussion at the December 2, 2022 meeting.

### **Review of Manual, Paper-Based Processes**

BCE staff has been conducting a comprehensive review of its existing paper-based CE processes to identify and remove any duplicative or unnecessary steps, improve processing timeframes and communication with CE providers, and prepare for the integration of these processes into the Connect system.

### **Statistics**

The tables below compare the annual Continuing Education Program data from fiscal year 2021-22 to the prior two fiscal years.

#### CE Provider Applications

<b>Type</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
Received	28	20	22
Approved	26	19	14
Denied	0	1	0

#### CE Course Applications

<b>Description</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
Received	1,939	2,169	1,967
Approved	1,999	1,975	1,824
Denied	26	30	18
Withdrawn	10	16	7



## Agenda Item 4 October 6, 2022

### Review, Discussion, and Possible Recommendation Regarding the Repetition of CE Courses

---

---

#### **Purpose of the Item**

The Committee will discuss whether changes to the Board's current continuing education regulations are necessary to address licensees earning credit for repeating continuing education courses.

#### **Action Requested**

The Committee will be asked to discuss this topic and consider a motion to either direct staff to develop a regulatory proposal to specifically address this issue or for inclusion in the comprehensive updates to the Board's continuing education requirements.

#### **Background**

The Board's continuing education (CE) requirements are listed in California Code of Regulations (CCR), title 16, section 361. To renew a doctor of chiropractic license in active status, licensees must complete 24 hours of CE, including a minimum of two hours in subdivision (g)(11) - Ethics and Law, and a minimum of four hours in any one of, or a combination of, the subject areas specified in subdivision (g)(3) - History Taking and Physical Examination Procedures, subdivision (g)(5) - Chiropractic Adjustive Techniques or Chiropractic Manipulation Techniques, or subdivision (g)(10) - Proper and Ethical Billing and Coding.

The remaining 18 hours of CE may be met by taking Board-approved courses in any subject area(s) and/or completing courses that are approved by the California Department of Industrial Relations Division of Workers Compensation, or any healing arts board or bureau within Division 2 of the Business and Professions Code or approved by any organization authorized to approve CE by any healing arts board or bureau.

Pursuant to CCR, title 16, section 365, any person who submits an application for reinstatement or restoration of a license which has been revoked, is required to fulfill the CE requirements for each year the license was revoked. Often, the Board observes that petitioners will repeat the same CE course multiple times to meet this requirement rather than completing separate courses from a variety of providers.

The Board's current regulations do not restrict or prohibit a licensee from earning CE credit multiple times by repeating a course. During this meeting, the Committee is asked to discuss this issue and consider the following questions:

1. What is considered a “repeated course”? Would the term apply only to a course taken multiple times within a single renewal cycle, multiple cycles, or indefinitely?
2. Should a licensee/petitioner be able to repeat the same CE course and receive credit for each instance they attend and participate in the course? Should a limit be imposed on the number of times a course can be repeated for credit?
3. How would the restrictions imposed on the repeating of CE courses be enforced? Should the responsibility of ensuring the licensee’s compliance be placed on the Board-approved CE provider, the licensee, or both?
4. How would this affect the individuals who apply for reinstatement of a revoked or surrendered license or restoration of a cancelled license and must provide CE credit for multiple renewal cycles?

**Attachment**

- California Code of Regulations, Title 16, Sections 360-366 (Continuing Education)

**California Code of Regulations, Title 16, Sections 360-366**

**§ 360. Continuing Education Fees.**

The following represents fees for continuing education:

- (a) Continuing Education Provider Application Fee: \$75
- (b) Biennial Continuing Education Provider Renewal Fee: \$50
- (c) Continuing Education Course Application Fee: \$50 per course. A course is defined in Section 363.

**§ 361. Continuing Education Requirements.**

- (a) For purposes of this section, “implementation date” means two years following June 8, 2011.
- (b) For license renewals that expire on or after the implementation date, the number of required hours of continuing education courses shall be twenty-four (24). For license renewals that expire prior to the implementation date, the number of required hours of continuing education courses shall be twelve (12).
- (c) For license renewals that expire on or after the implementation date, a maximum of twelve (12) continuing education hours may be completed through distance learning as defined in Section 363.1. For license renewals that expire prior to the implementation date, a maximum of six (6) continuing education hours may be completed through distance learning as defined in Section 363.1.
- (d) Any continuing education hours accumulated before June 8, 2011 that meet the requirements in effect on the date the hours were accumulated, will be accepted by the board for license renewals.
- (e) On or after the implementation date, licensees shall complete a minimum of two (2) hours in subdivision (g)(11) -- Ethics and Law, a minimum of four (4) hours in any one of, or a combination of, the subject areas specified in subdivision (g)(3) -- History Taking and Physical Examination Procedures, subdivision (g)(5) -- Chiropractic Adjustive Techniques or Chiropractic Manipulation Techniques, or subdivision (g)(10) -- Proper and Ethical Billing and Coding.
- (f) With the exception of the mandatory hours referenced in subdivision (e), the remaining eighteen (18) hours of additional continuing education requirements may be met by taking courses in any of the subject areas listed in subdivision (g) or courses taken pursuant to subdivision (h). The eighteen (18) hours may include any combination



of continuing education courses in subject areas specified in either subdivision (g) or approved by agencies specified in subdivision (h). By way of example, a licensee may take eight (8) hours of continuing education courses in subject areas listed in subdivision (g), that are approved by the board, and ten (10) hours of continuing education courses that are approved by the California Department of Industrial Relations, Division of Workers Compensation pursuant to subparagraph (1) of subdivision (h).

(g) Courses approved by the board shall be limited to the following subject areas:

1. Philosophy of chiropractic, including the historical development of chiropractic as an art and science and health care approach; the vertebral subluxation complex and somato-visceral reflexes including their relationships between disease and health; and other chiropractic theory and philosophy.
2. Instruction in basic sciences of anatomy, histology, neurology, physiology, nutrition, pathology, biochemistry or toxicology.
3. Instruction in various basic to comprehensive history taking and physical examination procedures, including but not limited to orthopedic, neurological and general diagnosis related to evaluation of the neuro-musculoskeletal systems, and includes general diagnosis and differential diagnosis of all conditions that affect the human body.
4. Diagnostic testing procedures, interpretation and technologies that aid in differential diagnosis of all conditions that affect the human body.
5. Chiropractic adjustive techniques or chiropractic manipulation techniques.
6. Pain management theory, including, but not limited to, current trends in treatment and instruction in the physiology and anatomy of acute, sub-acute and chronic pain.
7. Physiotherapy.
8. Instruction in Manipulation Under Anesthesia including the safe handling of patients under anesthesia.
9. Instruction in the aspects of special population care, including, but not limited to, geriatric, pediatric, and athletic care as related to the practice of chiropractic.
10. Instruction in proper and ethical billing and coding, including accurate and effective record keeping and documentation of evaluation, treatment and progress of a patient. This is not to include practice building or patient recruitment/retention or business techniques or principles that teach concepts to increase patient visits or patient fees per case.
11. Ethics and law: including but not limited to: truth in advertising; professional boundaries; mandatory reporting requirements for child abuse/neglect, elder abuse/neglect; spousal or cohabitant abuse/neglect; sexual boundaries between

patient and doctors; review of the specific laws, rules and regulations related to the practice of chiropractic in the State of California.

12. Adverse event avoidance, including reduction of potential malpractice issues.

13. Pharmacology, including side effects, drug interactions and the pharmacodynamics of various commonly prescribed and over-the-counter drugs; drug reactions and interactions with herbs, vitamins and nutritional supplements; blood and urinalysis testing used in the diagnosis and detection of disease, including use of and interpretation of drug testing strips or kits utilizing urinalysis, saliva, hair and nail clippings.

14. A licensee may earn up to a maximum of two (2) hours of continuing education credit in cardiopulmonary resuscitation, basic life support or use of an automated external defibrillator.

15. Board Meeting: A licensee may earn a maximum of four (4) hours of continuing education credit per renewal period for attending a full board meeting that includes the hearing of cases related to petitioners seeking the reinstatement of revoked licenses or early termination of probationary licenses. A petitioner may not earn any continuing education hours for attending a board meeting on the same day in which said petitioner's hearing is conducted. The attendance of a licensee at a board meeting under this subparagraph shall be monitored and confirmed by board staff designated by the Executive Officer.

16. Any of the following as related to the practice of chiropractic:

(A) Principles of practice.

(B) Wellness. (prevention, health maintenance)

(C) Rehabilitation.

(D) Public health.

(h) With the exception of the mandatory courses specified in subdivision (e), the remaining continuing education requirements may be met by taking continuing education courses, including distance learning, that are approved by either of the following:

(1) The California Department of Industrial Relations, Division of Workers Compensation.

(2) Any Healing Arts Board or Bureau within Division 2 of the Business and Professions Code or approved by any organization authorized to approve continuing education by any Healing Arts Board or Bureau in Division 2 of the Business and Professions Code.

(i) The continuing education providers and courses referenced in subdivision (h) do not need to be approved by the Board for credit to be granted nor do they need to meet the requirements contained in Sections 362, 363, and 363.1.

### **§ 362. Continuing Education Provider Approval, Duties, and Responsibilities.**

(a) CONTINUING EDUCATION PROVIDER DENIAL AND APPEAL PROCESS: If an application is denied under this section, the applicant shall be notified in writing of the reason(s) for the denial. The applicant may request an informal hearing with the Executive Officer regarding the reasons stated in the denial notification. The appeal must be filed within 30 days of the date of the denial notification.

The Executive Officer shall schedule the informal hearing within 30 days of receipt of the appeal request. Within 10 days following the informal hearing, the Executive Officer shall provide written notification of his or her decision to the denied applicant. If the Executive Officer upholds a denial under this section, the applicant may, within 30 days of the date of the Executive Officer's denial notification, request a hearing before the board to appeal the denial. The Executive Officer shall schedule the requested hearing at a future board meeting but not later than 180 days following receipt of the request. Within 10 days of the hearing before the board, the Executive Officer shall provide written notification of the board's decision to the applicant. The board's decision shall be the final order in the matter.

(b) As used in this section, a provider is an individual, partnership, corporation, professional association, college or any other entity approved by the board to offer board approved continuing education courses to licensees to meet the annual continuing education requirements set forth in Section 361 of these regulations.

(c)(1) To apply to become an approved provider, an applicant shall complete and submit a "Continuing Education Provider Application" form (Revision date 02/10) which is hereby incorporated by reference, and pay the fee specified in Section 360(a). Applications for approval shall be submitted to the board office at least 30 days prior to a scheduled board meeting. Providers with applications that are incomplete will be notified of the deficiencies in writing within three (3) weeks from the date of receipt. Complete applications will be reviewed at the scheduled board meeting and notification of the board's decision will be provided in writing within two (2) weeks following the board meeting.

(2) The approval of the provider shall expire two (2) years after it is issued by the board and may be renewed upon the filing of the "Continuing Education Provider Application" form (Revision date 02/10) and fee specified in Section 360(b).

(3) Providers who were approved by the board prior to the effective date of this regulation shall renew their provider status two years from June 8, 2011 by filing of the "Continuing Education Provider Application" form (Revision date 02/10) and fee specified in Section 360(b).

(4) The board will not process incomplete applications nor applications that do not include the correct application fee.

(d) Providers shall:

(1) Identify an individual responsible for overseeing all continuing education activities of the provider.

(2) Provide a course roster to the board, within 30 days, upon written request. Course rosters shall include the names of all licensees, license numbers, and e-mail addresses if available. Failure to submit the roster upon written request within thirty (30) days may result in the withdrawal or denial of previous course approval and withdrawal of provider status. Providers shall maintain the course roster for four (4) years from the date of completion of the course.

(3) Maintain course instructor curriculum vitae or resumes for four (4) years.

(4) Disclose to prospective participants the names of the individuals or organizations, if any, who have underwritten or subsidized the course. Providers may not advertise, market, or display materials or items for sale inside the room while the actual instruction is taking place. Nothing in this section shall be interpreted to prohibit a provider from mentioning a specific product or service solely for educational purposes.

(5) Inform the board in writing immediately of any change to the date, time or location of the course.

(6) Provide a certificate of completion to licensees within 30 days following completion of the continuing education course. Providers shall retain records of course completion for four (4) years from the date of completion and provide records of completion to the Board within thirty (30) days, upon written request. The certificate shall include the following information:

(A) Name and address of provider.

(B) Course title.

(C) Course approval number.

(D) Date(s) and location of course.

(E) Licensee name.

(F) License number.

(G) Printed name and signature of the provider's designated representative.

(H) Number of hours the licensee earned in continuing education, including the type of mandatory hours, and whether the hours were obtained in classroom instruction or distance learning.

(e) The Executive Officer, after notification, may withdraw approval of any continuing education provider for good cause, including, but not limited to, violations of any provision of the regulation or falsification of information, and shall provide written notification of such action to the provider. The provider may request an informal hearing with the Executive Officer regarding the reasons for withdrawal of approval stated in the Executive Officer's notification. The appeal must be filed within 30 days of the date of the notification. The Executive Officer shall schedule the informal hearing within 30 days of receipt of the appeal request. Within 10 days following the informal hearing, the Executive Officer shall provide written notification of his or her decision to the provider. If the Executive Officer upholds his or her decision under this subsection, the provider may, within 30 days of the date of the Executive Officer's notification, request a hearing before the board to appeal the Executive Officer's decision. The Executive Officer shall schedule the requested hearing at a future board meeting but not later than 180 days following receipt of the request. Within 10 days of the hearing before the board, the Executive Officer shall provide written notification of the board's decision to the provider. The board's decision shall be the final order in the matter.

### **§ 363. Approval of Continuing Education Courses.**

(a) Providers must complete and submit a "Continuing Education Course Application" form (Revision date 02/10) which is hereby incorporated by reference, and pay the non-refundable application fee as provided by Section 360(c) at least 45 days prior to the date of the course. Providers shall submit and complete one application for each continuing education course being offered.

(b) A "course" is defined as an approved program of coordinated instruction in any one of the subject areas as defined in Section 361(g) and given by an approved Provider. Once approved, a course may be given any number of times for one year following approval, with the single continuing education course fee paid one time annually by the provider. A course may not consist of more than one subject area as defined in Section 361(g).

(c) The following documentation shall be submitted with each Continuing Education Course Application:

(1) An hourly breakdown of the continuing education course;

(2) A final copy of the syllabus/course schedule including seminar name, date and location of seminar, instructor(s) name, course description, educational objectives, teaching methods, course schedule/outline, recommended reading, disclosure of expenses underwritten or subsidized by vendors of any goods, and supplies or services;

(3) A copy of the course brochure and all other promotional material to be used;

(4) A curriculum vitae for each instructor including the instructor's name and address; the type of educational degree including the name of the college and year the degree was received; license information including status and name of licensing agency; certification including status and name of certifying agency; the type, location and years of practical experience; the type, location and years of teaching experience; the type, location and years of research experience; the type, location and years of other relevant experience; and the title, journal, and date of publications.

(d) DENIAL AND APPEAL PROCESS: If a course application is denied under this section, the applicant shall be notified in writing of the reason(s) for the denial. The applicant may request an informal hearing regarding the reasons stated in their denial notification, with the Executive Officer. The appeal must be filed within 30 days of the date of the denial notification.

The Executive Officer shall schedule the informal hearing within 30 days of receipt of the appeal request. Within 10 days following the informal hearing, the Executive Officer shall provide written notification of his or her decision to the denied applicant. If the Executive Officer upholds a denial under this section, the applicant may, within 30 days of the date of the Executive Officer's denial notification, request a hearing before the board to appeal the denial. The Executive Officer shall schedule the requested hearing at a future board meeting but not later than 180 days following receipt of the request.

Within 10 days of the hearing before the board, the Executive Officer shall provide written notification of the board's decision to the applicant. The board's decision shall be the final order in the matter.

(e) Only those courses that meet the following shall be approved:

(1) No more than twelve (12) hours of continuing education credit shall be awarded to an individual licensee for coursework completed on a specific date.

(2) Each hour of continuing education credit shall be based on at least fifty (50) minutes of participation in an organized learning experience. Class breaks shall be at the discretion of the instructor and shall not count towards a course hour. Providers shall furnish a sign-in sheet that contains the course date(s), each licensee's name, license number, and designated space for each licensee to sign in at the beginning and conclusion of the course each day. Furthermore, the form shall state that a licensee by signing their name on that sheet, is declaring under penalty of perjury, that they personally attended the stated course, on the listed date(s) and they personally attended the listed hours of course work. Each licensee shall be responsible for signing the "sign-in sheet" at the start and conclusion of each day's coursework, and failure to do so may invalidate credit for that day's coursework. Providers shall retain sign-in sheets for four (4) years from the date of course completion and shall provide copies to the Board within thirty (30) days upon written request.

(f) The board shall not approve the following subjects for continuing education courses: financial management, income generation, practice building, collections, self-motivation, and patient recruitment.

(g) If a provider makes a substantive change in content of an approved course, he or she shall notify the board as soon as possible of the changes prior to giving the course. A new application may be required as determined by the Executive Officer.

(h) The Executive Officer, after notification, may withdraw approval of any continuing education course for good cause, including, but not limited to, violations of any provision of this regulation or falsification of information and shall provide written notification of such action to the provider. The provider may request an informal hearing with the Executive Officer regarding the reasons for withdrawal of approval stated in the Executive Officer's notification. The appeal must be filed within 30 days of the date of the notification. The Executive Officer shall schedule the informal hearing within 30 days of receipt of the appeal request. Within 10 days following the informal hearing, the Executive Officer shall provide written notification of his or her decision to the provider. If the Executive Officer upholds his or her decision under this subsection, the provider may, within 30 days of the date of the Executive Officer's notification, request a hearing before the board to appeal the Executive Officer's decision. The Executive Officer shall schedule the requested hearing at a future board meeting but not later than 180 days following receipt of the request. Within 10 days of the hearing before the board, the Executive Officer shall provide written notification of the board's decision to the provider. The board's decision shall be the final order in the matter.

### **§ 363.1. Distance Learning Courses.**

In addition to the applicable requirements of Sections 362 and 363, providers of continuing education courses offered through distance learning formats, including, but not limited to, computer, Internet, manuals, compact disks, digital video, versatile discs, and audio and video tapes, shall meet all of the following:

(a) Disclose course instructors' curriculum vitae or resumes.

(b) Explain the appropriate level of technology required for a student licensee to successfully participate in the course.

(c) Make available technical assistance as appropriate to the format.

(d) Contain security measures to protect the learner's identity, course and related content from unauthorized access.

(e) Establish a deadline for completion.

(f) Review instructional materials annually to ensure the content is current and relevant.

(g) The continuing education provider shall notify the licensee when he or she is leaving a continuing education site and directed to a promotional or sponsored site. Course

material may not endorse manufacturers, distributors, or other sellers of chiropractic products or services. Nothing in this section shall be interpreted to prohibit a provider from mentioning a specific product or service solely for educational purposes.

#### **§ 364. Exemptions and Reduction of Requirement.**

A licensee may qualify for a full or partial exemption, from the continuing education requirements of Section 361 if a licensee meets any of the criterion listed below:

(a) A licensee who holds a license on inactive status is not required to complete continuing education on an annual basis; however, they must provide proof of completion of the required continuing education hours prior to activating their license as specified in Section 371(f);

(b) A new licensee is exempt from continuing education requirements in the year of initial licensure;

(c) An instructor who has taught for one (1) year and currently teaches core curriculum courses for more than eight (8) credit hours per week at any Council on Chiropractic Education accredited college for at least six (6) months during any license renewal period year shall be exempt from continuing education.

(d) A licensee who teaches a board-approved continuing education course may earn one (1) hour of continuing education credit for each hour of lecture up to 24 hours per year.

(e) Notwithstanding Section 361(c), a licensee who is unable to attend continuing education courses due to a physical disability and provides written certification from a primary health care provider may earn all 24 hours of continuing education credits for the period of the license renewal through Board-approved distance learning courses as defined in Section 363.1.

(f) A licensee who participates as an examiner for the entire part four portion of the National Board of Chiropractic Examiners (NBCE) examinations shall receive a maximum of six (6) hours of continuing education credit for each examination period conducted by the NBCE during the license renewal period. The licensee must provide written certification from the NBCE confirming the licensee has met the requirements of this subsection.

(g) A licensee who participates in the entire two-day workshop as a Subject Matter Expert for the purpose of exam development of the California Law and Professional Practice Examination will receive one hour of CE credit for each hour volunteered, up to a maximum of sixteen hours, which includes eight (8) hours in the Ethics and Law and eight (8) hours in the Principles of Practice subject areas as defined in sections 361(g)(11) and 361(g)(16)(A), respectively.



(h) An active Board Member. A professional board member who has served one full year on the Board of Chiropractic Examiners shall be exempt from the continuing education requirement in each year of board member service.

(i) A licensee on active duty with a branch of the armed forces of the United States or the California National Guard who meets the exemption requirements specified in Business and Professions Code section 114.3 shall be exempt from continuing education requirements.

### **§ 365. Revoked Licenses.**

Any person making application for reinstatement or restoration of a license which has been revoked shall be required to fulfill the continuing education requirements for each year the license was revoked and may be required to complete an approved course of continuing education, or to complete such study or training as the board deems appropriate.

### **§ 366. Continuing Education Audits.**

The Board shall conduct random audits to verify compliance with Continuing Education requirements of active licensees. Licensees shall secure and retain certificates of completion issued to them at the time of attendance of approved Continuing Education courses for a period of four (4) years from their last renewal and shall forward these documents to the Board upon request.

Licensees who fail to retain certificates of completion shall obtain duplicate certificates, from approved Continuing Education providers, who shall issue duplicates only to licensees whose names appear on the providers' rosters of course attendees. The certificates of completion shall be clearly marked "duplicate" and shall contain the information specified in Section 362(d)(6).

Licensees who furnish false or misleading information to the Board regarding their Continuing Education hours shall be subject to disciplinary action. Providers who provide false or inaccurate verification of a licensee's participation may lose their provider status for up to ten (10) years, at the discretion of the Executive Officer. The full board's ruling, as described in Section 362(e), shall be the final order on the matter.

The board or its designee shall not be restricted from inspecting, observing, or auditing any approved chiropractic course in progress, at no charge.

The board, at its discretion, may contact attendees after a continuing education course as part of the board's auditing process to obtain information regarding the quality and content of the course.



**Agenda Item 5  
October 6, 2022**

**Review, Discussion, and Possible Recommendation Regarding Proposed  
Changes to Annual CE Requirements for Licensees, Including Revised Subject  
Areas (California Code of Regulations [CCR], Title 16, section 361)**

---

---

**Purpose of the Item**

The Committee will review and discuss proposed changes to the annual continuing education (CE) requirements for licensees.

**Action Requested**

The Committee will be asked to review the proposed changes that have been previously discussed by the Committee at prior meetings and determine whether any additional changes may be necessary.

**Background**

**Current CE Requirements**

The Board's CE requirements are listed in California Code of Regulations (CCR), title 16, section 361. To renew a doctor of chiropractic license in active status, licensees must complete 24 hours of CE, including a minimum of two hours in subdivision (g)(11) - Ethics and Law and a minimum of four hours in any one of, or a combination of, the subject areas specified in subdivision (g)(3) - History Taking and Physical Examination Procedures, subdivision (g)(5) - Chiropractic Adjustive Techniques or Chiropractic Manipulation Techniques, or subdivision (g)(10) - Proper and Ethical Billing and Coding.

The remaining 18 hours of CE may be met by taking Board-approved courses in any subject area(s) and/or completing courses that are approved by the California Department of Industrial Relations Division of Workers Compensation, or any healing arts board or bureau within Division 2 of the Business and Professions Code, or approved by any organization authorized to approve CE by any healing arts board or bureau.

CCR, title 16, section 361, subdivision (c), limits licensees to a maximum of 12 hours that may be completed through distance learning as defined in CCR, title 16, section 363.1, which identifies distance learning formats as "including, but not limited to, computer, Internet, manuals, compact disks, digital video, versatile discs, and audio and video tapes.

## **Proposed Changes to CE Requirements**

Over the past few years, the Committee has been developing revisions to align the mandatory subject areas for CE courses with the core competencies necessary for a doctor of chiropractic to safely practice in California. In addition, the Committee defined the three learning formats for CE courses – “in-person learning experiences,” “live and interactive courses given via electronic means,” and “distance learning.”

Staff compiled and summarized the proposed changes that have been previously discussed by the Committee for consideration at this meeting. The Committee will be asked to review and discuss these changes and provide direction to staff on whether any additional revisions to these requirements may be necessary.

### **Attachment**

- Proposed Annual Continuing Education Requirements for Licensees (as of September 2022)

**Proposed Annual Continuing Education Requirements for Licensees**

(as of September 2022)

**Licensees must complete at least 24 hours of continuing education (CE) credit per license renewal period as follows:**

- **Licensees must earn at least 10 hours of mandatory CE credit by completing Board-approved CE courses in the following four core competencies:**
  - **Competency 1: Evaluation and Management – 4 hours**
  - **Competency 2: Documentation, Record Keeping, and Coding – 2 hours**
  - **Competency 3: Adjustment, Technique, or Manipulation – 2 hours**
    - Note: The courses in this competency must be completed through an “in-person learning experience” which is defined as in-person lectures, workshops, demonstrations, or classroom studies which allow participatory interaction between the licensee and the instructor during the instructional period at the same time and place.
  - **Competency 4: Ethics, Law, and Jurisprudence – 2 hours**
- **The remaining 14 hours of CE credit may be earned through any combination of the following activities:**
  - Completing Board-approved CE courses in **Competency 5: Electives**
  - Completing CE courses that are approved by any of the following:
    - California Department of Industrial Relations, Division of Workers’ Compensation
    - Any healing arts board or bureau within Division 2 of the Business and Professions Code
    - Any organization authorized to approve continuing education by any healing arts board or bureau in Division 2 of the Business and Professions Code
    - Note: It is the licensee’s responsibility to retain proof that these courses are approved by these entities with their CE records, and they must provide this information to the Board in response to an audit of their CE credit.

- Attending a Board Meeting: Licensees may earn a maximum of 4 hours of CE credit per renewal period for attending a full Board meeting that includes petition hearings. Petitioners will not earn any credit for attending a Board meeting on the same day in which their hearing is conducted.
- Examination Development: Licensees who participate in a workshop as a subject matter expert for the purpose of development of the California Chiropractic Law Examination will receive 1 hour of CE credit for each hour volunteered, up to a maximum of 16 hours.
- Examiner: A licensee who participates as an examiner for the entire Part IV portion of the National Board of Chiropractic Examiners (NBCE) examinations shall receive a maximum of 6 hours of CE credit for each examination period conducted by the NBCE during the license renewal period. The licensee must provide written certification from NBCE.
- **No more than 12 hours CE credit may be earned through distance learning.**
  - Note: “Distance learning” is defined as a form of learning conducted online or outside of a classroom and that does not offer participatory interaction between the licensee and the instructor during the instructional period.
- **No more than 12 hours of CE credit may be earned per day.**



## Agenda Item 6 October 6, 2022

### **Review, Discussion, and Possible Recommendation Regarding Proposed Changes to the Board's CE Course Review and Approval Process, Including a Potential Renewal Process for Previously Approved Courses (CCR, Title 16, sections 363 and 363.1)**

---

---

#### **Purpose of the Item**

The Committee will review and discuss the Board's continuing education (CE) course approval process.

#### **Action Requested**

The Committee will be asked to discuss the proposed revisions to the application and approval process for Board-approved CE courses and consider whether any additional changes may be necessary.

#### **Background**

To obtain approval for a CE course, Board-approved providers must complete and submit a [Continuing Education Course Application](#) form and submit the following documentation:

1. An hourly breakdown of the CE course;
2. A final copy of the syllabus/course schedule;
3. A copy of the course brochure and all other promotional material to be used; and
4. A curriculum vitae (CV) for each instructor.

After reviewing the application and supporting documentation, staff notifies the provider of the approval or denial of the course. Approved courses can be offered for up to one year and providers must submit a new course application if they wish to continue providing the same course after the approval period has expired.

The current application fee is \$56 per course. However, [Senate Bill 1434 \(Roth, Chapter 623, Statutes of 2022\)](#) increases the fee to apply for approval of a CE course to \$116 per hour of instruction effective January 1, 2023.

The Committee has been discussing comprehensive updates to the CE regulations, including revisions to the CE course approval process, for the past few years. These changes include updating the application form, allowing PACE-accredited providers to apply for approval of CE courses, and adding the following requirements:

## CE Course Review and Approval Process

October 6, 2022

Page 2

- Providers must submit a course description, including the competency, course objectives, and participant outcomes based on the Board-approved competencies.
- The instructor's CV must demonstrate they are appropriately credentialed based on the content of the course.
- Providers must submit the name and contact details of their certifying attendance official, an attestation form for each instructor, examples of course examinations to be administered during or at the conclusion of the course, an example of the certificate of completion for the course, and the post-course evaluation form.
- Courses that contain business techniques or principles that teach concepts to increase patient visits or patient billings per visit or topics outside the scope of chiropractic shall not be approved.
- Any physical activities conducted during a course must support the curricular objectives of the course.
- Providers must notify the Board of any substantive changes to an approved course and the Board will have 14 days to process and approve or deny the submitted changes. Providers may not make any changes without the Board's written approval.

At this meeting, the Committee will continue the discussion on the Board's CE course application and approval process.

The Committee will be asked to consider whether any additional changes may be necessary, such as the implementation of a potential renewal process for courses that have been previously reviewed and approved by the Board.



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR  
DEPARTMENT OF CONSUMER AFFAIRS • CALIFORNIA BOARD OF CHIROPRACTIC EXAMINERS

1625 N. Market Blvd., Suite N-327, Sacramento, CA 95834

P (916) 263-5355 | Toll-Free (866) 543-1311 | F (916) 327-0039 | [www.chiro.ca.gov](http://www.chiro.ca.gov)



**Agenda Item 7**  
**October 6, 2022**

---

---

## **Public Comment for Items Not on the Agenda**

---

---

### **Purpose of the Item**

At this time, members of the public may offer public comment for items not on the meeting agenda.

The Committee may not discuss or take action on any matter raised during this public comment section that is not included on the agenda, except to decide whether to place the matter on the agenda of a future meeting. [Government Code Sections 11125, 11125.7, subd. (a).]





BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR  
DEPARTMENT OF CONSUMER AFFAIRS • CALIFORNIA BOARD OF CHIROPRACTIC EXAMINERS

1625 N. Market Blvd., Suite N-327, Sacramento, CA 95834

P (916) 263-5355 | Toll-Free (866) 543-1311 | F (916) 327-0039 | [www.chiro.ca.gov](http://www.chiro.ca.gov)



**Agenda Item 8**  
**October 6, 2022**

## **Future Agenda Items**

---

---

### **Purpose of the Item**

At this time, members of the Committee and the public may submit proposed agenda items for a future Committee meeting.

The Committee may not discuss or take action on any proposed matter except to decide whether to place the matter on the agenda of a future meeting. [Government Code Section 11125.]



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR  
DEPARTMENT OF CONSUMER AFFAIRS • CALIFORNIA BOARD OF CHIROPRACTIC EXAMINERS  
1625 N. Market Blvd., Suite N-327, Sacramento, CA 95834  
P (916) 263-5355 | Toll-Free (866) 543-1311 | F (916) 327-0039 | [www.chiro.ca.gov](http://www.chiro.ca.gov)



**Agenda Item 9**  
**October 6, 2022**

## **Adjournment**

---

---

**Time:** \_\_\_\_\_