

# MINNESOTA BOARD OF CHIROPRACTIC EXAMINERS

[www.mn-chiroboard.state.mn.us](http://www.mn-chiroboard.state.mn.us)

MBCE Newsletter a quarterly publication

Fall/Winter 2002

## LICENSE AND REGISTRATION RENEWALS ARE DUE DECEMBER 31, 2002

All active and inactive doctors of chiropractic in the state of Minnesota must renew their licenses by December 31, 2002. Penalties for failing to renew on time are stiff. Licensees are strongly encouraged to use the online renewal facility and now have the ability to pay by credit card. See the Board's web site (above) for more information and to access the online renewal facility. Registered Professional Firm renewals are also due December 31, 2002 and may be completed online.

## RULE CHANGES TO CONTINUING EDUCATION REPORTING CLOSE TO FINAL ADOPTION AND IMPLEMENTATION

The final language of the rule and the file is before the Office of Administrative Hearings for final adoption approval. Effective immediately, licensees are *STRONGLY ENCOURAGED* to begin acquiring and maintaining receipts of participation in continuing education programs directly from the CE providers. This will be a major change in the requirements under the new rule. The full text of the final rule is published inside this newsletter. These rule changes regarding reporting and auditing of continuing education hours will go into affect next year.

## A WARNING ABOUT THE ROLE OF AN ACCOMPLICE

Based on recent experiences, the Board wishes to advise practitioners that they should seriously consider the impact of their reporting obligations. Misguided "loyalty" does not excuse practitioners from the penalty imposed due to poor judgment and poor practices. Violations incur serious penalties. The Board would like to remind you that loyalty to your patients should always supersede "loyalty" to another practitioner. The only way to avoid being an accomplice, and subjecting yourself to possible violations, is to report violations to the Board. This must be done in writing and forms are available from the web site or from the Board staff. The name of complainants will be kept anonymous if requested.

## The Next Trap?

It has come to the Board's attention that companies (some from out of state) are contacting doctors of chiropractic and offering them an opportunity that may be too good to be true. (Have you ever heard that before?) It goes like this: You have a patient or patients which may need neurodiagnostic testing. You provide office space for a technician to come in, bring in their own equipment and perform the test. You pay an hourly fee for the technician and rental of the equipment. You then charge the insurance company for the "technical" component of performing the examination, while some physician from another state charges for the "professional" component. You are *STRONGLY* encouraged to review the laws with your attorney before engaging in such activities. Other states have been taking fairly severe action (e.g. two suspensions in Arizona) for such charging, and there may be some violations of federal laws as well.

## BOARD MEETING UPDATE

Action summary of September 12, 2002 meeting:

- ✓ Minutes were approved for April 11, 2002 Executive Session
- ✓ Minutes were approved for July 11, 2002 general board meeting
- ✓ Discussion occurred regarding Commerce Department's new Fraud Investigations Unit
- ✓ Executive Director gave a general report on New Licensee Orientation plans, chiropractic college accreditation issues, ongoing fraud cases, an FCLB powerpoll regarding acupuncture testing, and the online renewal system
- ✓ Committee reports were reviewed and ongoing rulemaking was discussed
- ✓ Scenarios for accomplishing the 10% budget reduction exercise mandated by Governor Ventura were discussed
- ✓ Preliminary discussions occurred regarding a 2003 legislative initiative
- ✓ A document on the complaint resolution process was reviewed

Action summary of Special October 24, 2002 meeting:

- ✓ License revocation of Dr. Eric H. Weisman
- ✓ License suspension of Dr. David M. Pietsch

Action summary of November 14, 2002 meeting:

- ✓ Minutes were approved for September 12, 2002 general board meeting
- ✓ An online renewal status report showed that of the 501 renewals completed in the first 27 days of the season, 319 were done online (64%)
- ✓ A report was given on the accreditation issues regarding Life University College of Chiropractic and a status recognition request from the College of Forensic Sciences
- ✓ A motion was passed authorizing complaint panels to pass on complaints regarding fraud to the Minnesota Department of Commerce Fraud Investigations Unit
- ✓ The status of the FCLB PACE program was discussed (PACE stands for Chiropractic Providers of Approved Continuing Education)
- ✓ Committee reports were reviewed and ongoing rulemaking was discussed
- ✓ The CE Omnibus rule was adopted by formal motion
- ✓ Initial language approval was granted by formal motion to new rules on Examination in Other Jurisdiction, Definition of Chiropractic, and Definition of Sexual Misconduct rules
- ✓ Copies of proposed budgets were reviewed
- ✓ Board officers were elected and committee appointments were approved – there are no changes
- ✓ 2003 meeting dates were approved

## Discipline Report

David Pietsch	11/5/02	FINAL ORDER – SUSPENSION
Michael R. Pinkus DC	10/22/02	ORDER RESTORING UNENCUMBERED LICENSURE
Teresa Preston DC	11/25/02	ORDER OF REINSTATEMENT AND PROBATION
Eric Weisman	11/5/02	FINAL ORDER - REVOCATION
<b>CORRECTION</b>		
The Summer 2002 Newsletter incorrectly spelled the name of a disciplined licensee, the correct information is:		
Stephen Erhart	4/11/02	STIPULATION AND ORDER - REVOCATION

Special Note: Orders which have been imposed since February of 2002, can be reviewed or downloaded in their entirety at no cost by going to the Boards website, Clicking on "Disciplinary Orders", then Look up the name of the licensee and click on the link.

## We Note the Loss of . . .

**Akiba Ibura, DC** following a battle with cancer. Dr. Ibura was a former board member and served as board president from 1995-1998. She was a 1987 graduate of *Northwestern College of Chiropractic* and had been licensed in Minnesota since January 16, 1988.



## Revised PIN (Personal Identification Numbers) Were Sent

This year revised PIN numbers were sent out with the new style license renewal notices. New for this year is the ability for licensees to log into the secure web site and print their very own paper renewal form. Please contact the Board if you have not received your renewal notice or if you are unsure of the process to follow for downloading and printing your own renewal form(s). Better yet, try and complete the process 100% online to help keep your licensing fees low.

## Information About Your License Is Available on the Web

The public now has access to the information regarding your licensure. To review information provided to the public through the website, please see [www.mn-chiroboard.state.mn.us](http://www.mn-chiroboard.state.mn.us), then click on "Locate a Doctor - Public Access" and type in your last name. Below is a sample of the screen that comes up.

The information shown here is classified as public under Minnesota Statutes 13.41, subdivision 2 and 4.

### NAME OF LICENSEE

First Name	NAME
Middle Name	OF A REAL
Last Name	LICENSEE
Gender	MALE

Address Line1	SUITE 300
Address Line2	2829 UNIVERISTY AVE SE
City	MINNEAPOLIS
State	MINNESOTA
ZIP	55414
ZIP4	3220
County	HENNEPIN
Phone Number	612-617-2222

The address was last verified on 10/3/2002 2:00:27 AM

LicenseType	License#	Status	Issued	Renewed	Expires
DC	123	ACTIVE	2/11/1990	1/1/2003	12/31/2003
FIRM	456	ACTIVE	3/25/1988	1/1/2003	12/31/2003
INDEP	789	EXPIRED	3/1/1975	3/1/1999	2/29/2000
ACUPU	012	ACTIVE	3/3/2000	9/16/2002	9/15/2003

### Disciplinary Orders

none OR 9/16/1999 STIPULATION & ORDER (DATE AND TITLE)

This information is taken from your original license application, updates provided on your license renewal forms, submission of signed and dated written statements mailed directly to the Board, and by changes made by licensees in our Online Renewal and Information Changes web facility. Licensees are urged to review the information on themselves annually. Licensees will find it helpful to know that this facility is up 24 hours a day, 7 days a week, 365 days a year, and is placed in an "under construction" or "under adjustment" state only when changes are being made to upgrade the web facility. A personal identification number (PIN or password) is required to change the information via the web facility. Any change in name requires original legal documentation of proof of the name change. Such documentation must have the raised seal of the controlling legal body.

**CONTESTED CASES AND THEIR LINK TO RISING FEES**

The MBCE has not raised license fees for the past ten years. During this last twelve months several things have happened that may have a future impact on fees. For example, the recent state and federal fraud investigations may result in contested case hearings against a number of practitioners. These costs are borne by the profession.

Although costs will be passed on to licensees at some point, the cost of these cases may be spread out over a number of years; may be collected by a single or series of "special assessments"; and/or a combination of the two. State government is designed to help ensure that these costs are not excessive by requiring that the amount of any increase or special assessment must be submitted to multiple levels of oversight, including the Legislature. The Board wants all licensees to know that: (1) it is working hard to control these costs; (2) it attempts to reach fair settlements from disciplined licensees; and (3) it wishes to impart to practitioners that early reporting of practice violations with substantive evidence can help to keep these costs down.

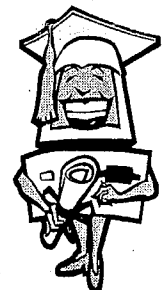
**RULES . . .**

The Board continues to work on the promulgation of Rules regarding the practice of chiropractic. The State of Minnesota has a structured rules promulgation process with specific procedures and time lines. Please call the office and check our website ([www.mn-chiroboard.state.mn.us](http://www.mn-chiroboard.state.mn.us)) for new and changing information. Or if you wish, you may send us a written note and ask to be placed on the "Rules List" where we would send you regular updates of the status of rules as they go through the rules promulgation process.

If you have questions or comments on any rule you may call our office at 612-617-2222 at any time. However, we wish to remind you that all comments must be submitted in writing if they are to be presented to the Board and/or to be included in the official record.

Copies of the full text of any rule may be acquired by contacting Micki King at 612-617-2222 or by sending a written request to:

MBCE - Rules List Coordinator  
2829 University Avenue SE  
Suite 300  
Minneapolis, MN 55414-3220



**Office Staff Members**

<b>Name</b>	<b>Title</b>
Larry A. Spicer, D.C.	Executive Director
Karen Dorff	Office Manager
Micki King	Health Program Rep.
Lori Blanski	License Coordinator
John Burbey	Continuing Education Coordinator

**MBCE Board Members**

<b>Name</b>	<b>Term Expires</b>
Rosemary Kassekert	Jan. 2005
Teresa Marshall, D.C.	Jan. 2006
LeRoy Otto, D.C.	Jan. 2003
Joan Patalonis	Jan. 2003
Gary Pennebaker, D.C.	Jan. 2004
Mark O. Reeve, D.C.	Jan. 2005
Timothy J. Whelan, D.C.	Jan. 2004

**FEATURED STATUTE . . .**

There is no specific statute featured this issue, instead, a more general overview of the statutes which chiropractors should be aware of is being given. A listing of several statutes affecting the practice of chiropractic in the state of Minnesota include, but are not limited to: Minnesota Statutes Chapter 148 (also known as the Minnesota Chiropractic Practice Act); Chapter 144 regarding access to health records; Minnesota Statutes Section 609.612 as adopted by S.F No. 3015, 4th Engrossment: 82nd Legislative Session (2001-2002) Posted on Apr 4, 2002, regarding insurance fraud; and many others.

The MBCE's Enforcement Unit can answer general questions, but is prohibited by statute from giving out private legal advice. However, practitioners who have a question about this or any statute should consult with a private attorney. A full copy of all statutes mentioned in this section are available via the MBCE's web site at [www.mn-chiroboard.state.mn.us](http://www.mn-chiroboard.state.mn.us) under the link **STATUTES AND RULES**.

**DATES TO REMEMBER IN 2003**

EXECUTIVE COMMITTEE MEETING DATES	BOARD MEETING DATES	RULES COMMITTEE MEETING DATES
January 14, 2003 February 11, 2003 March 11, 2003 April 8, 2003 May 13, 2003 June 10, 2003 September 9, 2003 October 14, 2003 November 11, 2003 December 9, 2003	February 13, 2003 April 10, 2003 July 10, 2003 September 11, 2003 November 20, 2003 <hr/> <b>COMPLAINT PANEL MEETING DATES FOR 2003</b> Patalonis-Reeve panel meets the first Thursday of every month Kassekert-Otto panel meets the fourth Tuesday of every month Whelan-Marshall panel meets the fourth Thursday of every month	The third Thursday of every month <hr/> <b>Office is Closed For the Following Holidays</b> December 25, 2002 – Christmas January 1, 2003 – New Year's January 20, 2003 – Martin Luther King Day February 17, 2003 – Presidents Day May 26, 2003 – Memorial Day

**NEW LICENSEES**

<p><b>JULY 2002</b></p> <p>HUONG GLORIA PHAM DC                  JASON DOMINIC PULCZINSKI DC                  TED MARTIN WEDUL DC</p>	<p><b>SEPTEMBER 2002</b></p> <p>JAMES MITCHELL ANDERSON DC                  KATHERINE JOANNE BROWN-FLESIA DC                  ANNETTE MARION COLLINS DC                  NEILSON ROY COOPER DC                  JENNIFER LYNN ESPESETH DC                  TIMOTHY JOHN HAMMER DC                  AARON ROBERT JACOBSON DC                  JOHN LOUIS JESME DC                  CHAD DAVID LIESER DC                  STEVEN FREDERICK MANUEL DC                  BRYAN CHANG WOOK OKLAND DC                  SCOTT JAY SILVERMAN DC                  PATRICK VINCENT SUGLIA DC                  MICHAEL DAVID SULACK DC                  TROY WILLIAM TVEDT DC                  LAWRENCE HENRY WOCK DC</p>	<p><b>NOVEMBER 2002</b></p> <p>DANIEL HOLM EVANSON DC                  NICOLE KRISTIN LANTZ DC                  TANYA JOY VANASSE DC</p>
<p><b>AUGUST 2002</b></p> <p>NIKOLAI ALENOV II DC                  BRADLEY PHILLIP BRITTON DC                  HAI THANH CHAU DC                  JODI ANN CHURCH DC                  MEGAN JOY DENNIS-PING DC                  DARRICK ALVIN DIERKHISING DC                  MICHAEL ANTHONY DODY DC                  CHRISTOPHER THOMAS DREWS DC                  DANIEL ROBERT GAUSTAD DC                  MARIE ROSE JOSEE GERARD DC                  MICHAEL WILLIAM HARTMAN DC                  AMANDA LEE KELSEY DC                  LAURIE ANN KOSSAN DC                  JOHN ROBERT MACK DC                  KEVIN JOHN MEURET DC                  RICHARD VINCENT PEASLEE DC                  KEVIN EDWARD PETERSEN DC                  SCOTT CHARLES SCHULER DC                  VIRAK SOTONN DC                  MITCHELL RALPH UECKER DC                  TARA SELENE WATSON DC                  BRADLEY DALE WILDBERG DC                  JILL KLAWITER WILLIAMSON DC                  DAVID JAMES WILSON DC                  LEE XAVIER YANG DC                  NEIL JEROME ZIMMER DC</p>	<p><b>OCTOBER 2002</b></p> <p>STEPHANIE ELAINE ANDERSON DC                  LEE-ANN CHARLENE BERTRAND DC                  JARROD DENNIS BRENNAN DC                  REBECCA RENE CARLBERG DC                  JASON JAMES GRUNDHAUSER DC                  KEVIN GUSTAV KNAACK DC                  WILLIAM ALAN KRIVA DC                  PIERRE GILBERT MORICE DC                  MATTHEW PAUL RASCHKE DC</p>	<p><b>DECEMBER 2002</b></p> <p>CRAIG WILLIAM ANGELL DC                  JAMES DANIEL BUESGENS DC                  QUENTIN JAMES FIXEN DC                  LISA LYNN GACKENHEIMER DC                  ERIC JOHN HAHN DC                  ROSS KINNEY HANSON DC                  JAY DOUGLAS HILDENBRAND DC                  CHRISTI JO HILLMAN DC                  ERIC JOHN JENSEN DC                  DANIEL GARY KIEFAT DC                  ROBERT JAMES LINDSEY DC                  JANELL LEANN MATZ DC                  ERIC JONATHAN MAYFIELD DC                  SCOTT JAMES MULLENMEISTER DC                  SARAH ANN NUNDAHL DC                  MICHAEL MAURITZ PETERSON DC                  JOHN ROBERT PIETILA DC                  MONICA JEAN SCHUGEL DC                  JENNIFER ELIZABETH SEIDL DC                  ALEXANDER WILLIAM SHEPPARD DC                  CASEY CHARLES SMITH DC                  MICHAEL ASHER SONTHEIMER DC                  LAURA KAY STEENHARD DC                  HEIDI KAY ERICKSON ZOOK DC</p>

**Board of Chiropractic Examiners Adopted Permanent Rules Relating to Continuing Education  
(full text of changes)**

2500.0100 DEFINITIONS.

For text of subs 1 to 4, see M.R.

Subp. 4a. **Continuing education unit.** "Continuing education unit" means one 50-minute session that qualifies under part 2500.1500 or 2500.1550 as an approved program.

For text of subs 4b to 12, see M.R. 2500.0710 CONTINUING EDUCATION UNITS FOR EXAMINERS.

Minnesota licensed chiropractors will receive up to six units of credit for continuing education for participation in the development of an examination, the administration of an examination, or the post-examination audit when the units are verified in writing by the chief examiner or other designee of the board. Units must be calculated according to part 2500.0100, subpart 4a. No chiropractor may receive more than 12 units per calendar year.

2500.1100 INDIVIDUAL ANNUAL LICENSE RENEWAL.

For text of subs 1 and 2, see M.R.

Subp. 3. **Penalty fees.** A licensee shall submit to the board, in addition to the license renewal fee, a penalty fee of \$150 per month for each month or portion of a month for which the license renewal fee is in arrears, or for which the licensee is unable to provide documentation of continuing education compliance. In no event shall the penalty exceed \$900.

2500.1110 LICENSE TERMINATION PROCEDURE.

Subpart 1. **For failure to renew license.** A license expires if it is not renewed by midnight of December 31 of any calendar year for any of the following reasons:

- A. failure to pay required fees;
- B. failure to submit a completed application; or
- C. failure to complete all continuing education requirements.

An expired license is not considered a disciplined license solely as a result of the expiration.

An expired license which continues to remain expired by reason of failure to comply with item A, B, or C must be terminated according to this part. A terminated license is not considered a disciplined license solely as a result of the termination.

Subp. 2. **Notice.** Within 30 days of a licensee's failure to comply with any provisions of subpart 1, the board shall send a notice to the licensee at the address on file with the board. The notice must state one or more of the following:

- A. the licensee has failed to make application for renewal;
- B. the amount of renewal and late fees;
- C. the licensee has failed to comply with the continuing education requirements in part 2500.1110, subpart 1, or 2500.1200;
- D. the licensee may voluntarily retire the license by notifying the board or that the licensee may apply for an inactive license; and

E. failure to respond to the notice by the date specified, which date must be at least 33 days after the notice is sent out by the board, either by submitting the renewal application and applicable fees, or the information required verifying continuing education units, or by notifying the board that the licensee has voluntarily retired the licensee's license shall result in termination of the license to practice chiropractic in Minnesota.

Subp. 3. **Date of termination.** If the application for renewal, including required information verifying continuing education, annual fees, late fees, or notice of voluntary retirement is not received by the board by the date specified in the notice, the license must be terminated. The termination is not considered a disciplinary action against the licensee.

Subp. 4. **Deferment of continuing education deadline.** If a deferment of continuing education has been granted according to part 2500.2000, the license expires at the end of the extension unless the licensee submits evidence of having accumulated the required units of continuing education. Any continuing education units accumulated during the extension period do not count toward the meeting of requirements of the next year's renewal requirements.

Subp. 5. **See repealer.**

2500.1200 CONTINUING EDUCATION.

Subpart 1. **Purpose.** The primary purpose of chiropractic continuing education is to advance the chiropractor's professional skills and knowledge.

Subp. 2. **Annual requirement.** Except as otherwise provided in this part, every person licensed to practice chiropractic in this state shall obtain a minimum of 20 continuing education units during the calendar year preceding the renewal. At least three of the continuing education units must be devoted to radiographic or advanced imaging safety, technique, or interpretation, and at least one unit must be devoted to professional boundaries in the clinical setting. The continuing education courses must be recognized and approved by the board or a board-approved sponsor.

Subp. 4. **Schedule of required continuing education units.**

Chiropractors must obtain 20 continuing education units by December 31 of each calendar year. A chiropractor is not required to obtain any continuing education units during the calendar year in which the chiropractor is initially licensed.

Subp. 6. **Full-time faculty.** Full-time faculty of a chiropractic college accredited by the Council on Chiropractic Education may have up to six units of continuing education credit applied to each annual requirement. Full-time faculty shall be defined as such by the chiropractic college by which they are employed. The faculty must have been employed as full-time faculty by the college for at least eight months during the calendar year for which credit is requested. Licensees applying for this credit shall have the college submit written verification of faculty status before any credit may be applied. This credit may not be applied to the requirements for professional boundaries or radiographic/advanced imaging safety, technique, or interpretation.

2500.1410 SPONSORSHIP OF EDUCATION PROGRAMS.

The board shall register and approve organizations or individuals who wish to offer continuing education programs to individuals licensed to practice chiropractic in this state as described in items A to C.

A. The sponsor must submit an annual fee of \$500 for all programs given during the year, or a fee of \$100 for each program given during the year.

B. The sponsor must complete and submit to the board annually a registration form developed by the board which includes at least:

- (1) the name, address, and telephone number of the organization;
- (2) the name, address, and telephone number of the person responsible and authorized to do business with the board regarding continuing education matters;
- (3) a signed statement which indicates that the sponsor of the continuing education program knows, understands, and agrees to follow all criteria for the approval of programs as listed in parts 2500.1500 and 2500.1550, and criteria for unapproved programs listed in part 2500.1600; and
- (4) a signed statement which indicates that the sponsor agrees to provide original receipts of participation to each Minnesota licensed chiropractor whose participation obligations are met indicating:

- (a) the attending chiropractor's name and address;
- (b) the attending chiropractor's Minnesota chiropractic license number;
- (c) the name of the program and the program identification number;
- (d) the date on which the program was attended;
- (e) the number of continuing education units obtained;
- (f) the type of continuing education units obtained; and
- (g) whether the units were obtained through traditional classroom participation, or whether the units were acquired through alternative formats in accordance with part 2500.1550.

C. The sponsor must sign a statement agreeing to allow any representative of the board to attend all or part of any program that the sponsor is offering. If the representative of the board is a chiropractor licensed in Minnesota, that person must pay the full registration fee to be awarded continuing education units for attending the program.

When granting approval to individual sponsors or instructors providing continuing education programs for credit, the board must consider whether the providers or instructors are qualified by training, experience, or licensure to provide such education. The board must also deny approval to individual sponsors or instructors who are the subject of current discipline by their licensing boards, or whose licensing boards have issued any notice of contested case hearing in which the allegations, if proven, would directly reflect on the provider's qualifications to provide such programs.

Within 15 business days, the sponsor must report to the board any changes in an instructor's eligibility to provide continuing education programs in accordance with the requirements in item C.

**2500.1420 REPORTS TO BOARD.**

**Subpart 1. Maintenance of records by chiropractor.** The chiropractor shall affirm compliance with continuing education requirements and to provide copies of such records when requested by the board. For this purpose the chiropractor shall:

- A. maintain all continuing education records described in part 2500.1410, item B, subitem (4), or 2500.1720;
- B. maintain the records until requested and verified for compliance by the board, but not for a period exceeding five calendar years; and
- C. provide legible copies of records to the board within 21 calendar days of the board's request.

**Subp. 2. Board notification.** The board shall notify the chiropractor:

- A. of the receipt of the submitted records; and
- B. whether the records indicate compliance or noncompliance with requirements.

If the records indicate compliance, the board shall notify the licensee that the licensee is no longer obligated to maintain such records up to and including the period of the audit.

If the records indicate noncompliance, the board shall notify the licensee of the licensee's obligation to comply with part 2500.1800.

**2500:1550 ALTERNATIVES TO TRADITIONAL CLASSROOM PRESENTATION.**

A chiropractor may obtain up to six units of the 20-unit annual requirement through alternatives to traditional classroom presentations. The programs must be approved by the board or a board-approved sponsor according to parts 2500.1200 to 2500.2000. The programs approved for continuing education credit under this part must include a written assessment instrument, designed to ensure that the chiropractor actively participated in the presentation of material and derived a measurable benefit from participation. For the purposes of this part, an instrument that provides a minimum of two questions from each unit of instruction, and of which 75 percent or more are correctly answered, satisfies this requirement.

**2500.1710 SPONSORSHIP REVOKED.**

The following shall result in the termination of the sponsorship status given to an organization or to an individual:

- A. awarding continuing education units for programs which fail to meet the criteria in part 2500.1500;
- B. making any false representation to the board or to the chiropractors who attend a program; and
- C. failure to comply with any of the provisions in parts 2500.1200 to 2500.2000.

At least 30 days prior to the proposed date of revocation, the board shall notify the sponsor in writing of its alleged infractions. The sponsor then has 30 days to notify the board in writing of its intent to contest. The intent to contest must include the sponsor's answer to the notice of alleged infractions.

Upon receipt of an intent to contest, the executive officers of the board shall notify the sponsor of a time and place to meet to review the proposed sponsorship revocation including the sponsor's answer.

Any decision of the executive officers terminating sponsorship following such a meeting shall be final and binding without a contested case hearing and shall not be subject to judicial review or to a judicial stay pending any attempt to seek such review.

The sponsor may continue to present continuing education courses until the issuance of a final written decision of the revocation process by the executive officers of the board.

**2500.1720 PROGRAMS DEVELOPED.**

Doctors of chiropractic licensed in Minnesota may report continuing education units for the development of a program which meets the standards in part 2500.1500. No more than six continuing education units may be reported for each year. For the purposes of a compliance review the chiropractor must submit a letter describing:

- A. a summary of the program;
- B. a listing of at least one date on which the program was presented; and
- C. a statement specifying which type of continuing education units the chiropractor wants to be awarded.

Continuing education units shall be reported under this part only once for each chiropractor for each new program

developed.

**2500.1800 FAILURE TO COMPLY WITH CONTINUING EDUCATION REQUIREMENTS.**

In accordance with part 2500.1110, the board shall provide written notice to any licensee who fails to comply with continuing education requirements. The licensee has 90 days from the date of the notice to:

- A. acquire the continuing education which would have been necessary for renewal;
- B. pay penalty fees established in part 2500.1100; and
- C. verify attendance at an additional ten units of continuing education for each year the licensee is unable to verify compliance.

Only courses taken after the date of the notice may be used to satisfy this requirement. Courses taken to satisfy the requirements in part 2500.1800 may not be applied to current or future continuing education requirements. Failure to comply with this part shall cause the board to initiate termination proceedings under part 2500.1110.

**2500.1900 LICENSE REINSTATEMENT.**

A license which is terminated by reason of the licensee's failure to comply with the continuing education requirements of parts 2500.1200 to 2500.2000, or failure to submit a completed application for license renewal as prescribed by the board, may, at the election of the licensee or former licensee, be reinstated or restored to full status by either of the following procedures:

- A. submission to the board of proof of the makeup of all continuing education requirements which would have been necessary for continuous licensure from the date of the person's last license renewal or initial licensure, whichever is more recent, and proof of attendance at an additional ten units of board recognized and approved continuing education courses for each intervening renewal year; or
- B. reexamination approved by the board.

A license which is terminated by reason of the licensee's failure to submit fees or comply with continuing education reporting requirements may be reinstated subject to the procedures in this part, provided that the appropriate renewal fees and all accrued penalty fees are also paid.

**2500.2020 INACTIVE LICENSE.**

A Minnesota licensed chiropractor may apply to the board for an inactive license according to items A to C. An inactive license is intended for those chiropractors who will be in active practice elsewhere.

- A. Applicants must complete a board-approved application which must include a signed affidavit stating that the applicant will no longer be actively practicing chiropractic in the state of Minnesota.
- B. Upon approval of an application, the board will modify the annual license certificate to indicate inactive licensure.
- C. The board may refuse to approve an application if:
  - (1) a pending or final disciplinary action exists against an applicant's Minnesota license;
  - (2) a pending or final disciplinary action exists against an applicant's license in another state where the applicant has been licensed to practice chiropractic; or
  - (3) the applicant's Minnesota license is not current in fees and penalties paid, or in continuing education units obtained for annual license renewal.

**2500.2040 REINSTATEMENT OF INACTIVE LICENSE.**

An inactive license may be reinstated to a nonrestricted license according to items A to E:

- A. completion of a board-approved application of reinstatement;
- B. payment of a reinstatement fee in the amount of \$100;
- C. submission of a certification of good standing from each state the doctor was granted a license;
- D. submission of a notarized statement from the doctor stating:
  - (1) that the doctor has remained in active practice in another state or country during the period of inactive license status in Minnesota;
  - (2) that the doctor has met the continuing education requirements as approved by Minnesota or the states or countries in which the doctor practiced chiropractic, or has taken at least 12 units of continuing education each year of inactive license status, whichever is greater; and

(3) the specific addresses of where the doctor has been in active practice; and

E. completion of 20 units of continuing education as approved by the board the year prior to application for reinstatement.

If any of the requirements of items A to E are not met by the doctor, the board will deny approval of the application for reinstatement.

**2500.2100 VOLUNTARILY RETIRED LICENSE.**

Upon request of a Minnesota licensed chiropractor, the board may place a license in voluntary retirement unless:

- A. a pending or final disciplinary action exists against an applicant's Minnesota license;
- B. a pending or final disciplinary action exists against an applicant's license in another state where the applicant has been licensed to practice chiropractic; or
- C. the applicant's Minnesota license is not current in fees and penalties paid or in continuing education units obtained for annual license renewal.

**2500.2110 REINSTATEMENT OF VOLUNTARILY RETIRED LICENSE.**

A licensee who has voluntarily retired a license for a period equal to or less than five years may be reinstated to a nonrestricted license after:

- A. completion of a board-approved application of reinstatement;
- B. payment of a reinstatement fee in the amount of \$100;
- C. payment of license fees for each year the license was voluntarily retired; and
- D. completion of 30 units of board-approved continuing education for each year the license was voluntarily retired.

None of the continuing education units obtained for the purpose of reinstating a voluntarily retired license apply to the current annual requirement.

A license which has been voluntarily retired for more than five years by a chiropractor who has also not been in active practice in another state or country during the period of voluntary retirement in Minnesota may only be reinstated following successful completion of the written and practical licensing examinations as approved by the board.

**2500.3000 ACUPUNCTURE.**

**For text of subpart 1, see M.R.**

Subp. 2. **Qualifications and fees.** Prior to any licensed chiropractor engaging in acupuncture, the chiropractor must complete 100 units of study, exclusive of other continuing education units, in the utilization of acupuncture. Courses or seminars offered by accredited schools, the National Acupuncturists' Association, or separately approved by the board according to parts 2500.1300 to 2500.1600 shall be accepted by the board. The chiropractor must submit certification of completion of the approved course of study in addition to a \$100 registration fee.

Doctors of chiropractic who do not have proof of 100 units of education in the practice of acupuncture may substitute the requirements in the preceding paragraph by providing the board with an affidavit stating the following:

- A. the doctor of chiropractic has obtained 100 units of acupuncture-related education prior to December 31, 1989;
- B. the doctor of chiropractic has performed 500 acupuncture-related patient visits per year for at least three years preceding application for registration; and
- C. the doctor of chiropractic will obtain ten units of continuing education in acupuncture technique within six months following registration with the board and submit it to the board upon receipt.

Upon applying to the board for registration, the doctor of chiropractic must submit the affidavit in addition to a \$100 registration fee. An annual renewal fee of \$50 is required in order to maintain registered status with the board.

**For text of subs 3 to 6, see M.R.**

**REPEALER.** Minnesota Rules, part 2500.1110, subpart 5, is repealed.

## MINNESOTA BOARD OF CHIROPRACTIC EXAMINERS NAME AND/OR ADDRESS CHANGE FORM

**All** information provided on this form is public information as required by statute and rule.  
(Name changes require a certified copy of a certificate of marriage or court order authorizing the name change and must be attached)

**If you have changed your name or address, you must inform the Board in writing within 30 days of the change.** The address you place on record with the Board is public information. To make updating this information easier the Board is including a form that licensees may clip, save, and then use when needed.

### New/Current Information

Name (first, middle, last, other) \_\_\_\_\_

New Address (include clinic name if applicable) \_\_\_\_\_

Street \_\_\_\_\_ County \_\_\_\_\_ Country \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

E-mail address \_\_\_\_\_ Fax number (Please include area code) \_\_\_\_\_

List optional mailing list categories your name should appear on  
(Choose from: Corporation, Extern, Newsletter or Rules)

MN License/Registration Number \_\_\_\_\_ Phone Number (Please include area code) \_\_\_\_\_

Other License/Registration Number(s) \_\_\_\_\_ Phone Number(s) (Please include area code) \_\_\_\_\_

Signature (*Required*) \* \_\_\_\_\_ Effective Date (*Required*) \* \_\_\_\_\_

### Old/Out-of-Date Information

Former Name (first, middle, last, other) \_\_\_\_\_

Former Address (if applicable): Street: \_\_\_\_\_ County: \_\_\_\_\_ Country: \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Public Phone Number (Please include area code) \_\_\_\_\_

RETURN THIS FORM TO:  
MINNESOTA BOARD OF CHIROPRACTIC EXAMINERS  
2829 University Avenue Southeast, Suite 300, Minneapolis, Minnesota 55414-3220  
Fax: 612-617-2224

*The Mission of the Minnesota Board of Chiropractic Examiners (MBCE) is:  
To protect the public through effective licensure, enforcement of the statutes  
and rules governing the practice of chiropractic, to ensure a standard  
of competent and ethical practice in the profession.*

*The Minnesota Board of Chiropractic Examiners (MBCE) does not discriminate on the basis of race,  
color, national origin, sex, religion, age or disability in employment or the provision of services.*

***Final Reminder – DC License Renewals are due December 31, 2002  
And – Professional Firm Renewals are due December 31, 2002***

Minnesota Board of Chiropractic Examiners  
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