

State of Washington

CHIROPRACTIC EXAMINING BOARD
(name of governing body)

(agency name, if applicable)

Resolution No. _____

Administrative Order No. PL 371

(1) Be it resolved by the Washington State Chiropractic Examining Board
acting at Seattle, Washington

(place)

that it does promulgate and adopted the annexed rules relating to:

adding new sections WAC 114-12-011, WAC 114-12-021, WAC 114-12-031,
WAC 114-12-041 and repealing WAC 114-12-010, WAC 114-12-020, WAC
114-12-030 and WAC 114-12-040.

(2) ALTERNATIVE A. Use only for Adoption of Permanent Rules.

This action is taken pursuant to Notice No. * _____ filed with the code reviser on 12/24/80 Such rules
shall take effect: WSR 81-01-106

pursuant to RCW 34.04.040(2).

at a later date, such date being _____

(2) ALTERNATIVE B. Use only for Adoption of Emergency Rules.

We, _____ find that
an emergency exists and that the foregoing order is necessary for the preservation of the public health, safety, or
general welfare and that observance of the requirements of notice and opportunity to present views on the
proposed action would be contrary to public interest. A statement of the facts constituting such emergency is:

Such rules are therefore adopted as emergency rules to take effect upon filing with the code reviser.

(3) Pursuant to the requirements of RCW 34.04.____ (1977 c 19 § 2)¹ that "every agency shall incorporate the
most specific, but in no case omit all, of the following language alternatives when adopting or amending rules" (fill in
statement (a), (b), or (c) as appropriate):

(a) This rule is promulgated pursuant to RCW 18.25.025.
and is intended to administratively implement that statute.

(b) This rule is promulgated pursuant to RCW _____
which directs that the

(agency)

has authority to implement the provisions of

(name of act or RCW citation)

(c) This rule is promulgated under the general rule making authority of the

(agency)

as authorized in RCW _____

(4) The undersigned hereby declares that he has complied with the provisions of the Open Public Meetings Act
(chapter 42.30 RCW), the Administrative Procedure Act (chapter 34.04 RCW) or the Higher Education
Administrative Procedure Act (chapter 28B.19 RCW), as appropriate, and the State Register Act (chapter 34.08
RCW).

STATE OF WASHINGTON

(5) This order after being first recorded in the order register of this governing body is herewith transmitted to the
Code Reviser for filing pursuant to chapter 34.04 RCW and chapter 112 WAC.

APPROVED AND ADOPTED January 27, 1981
FEB 6 1981

CODE REVISER'S OFFICE
WSR 81-05-004

By James C. Burkett, D.C.
James C. Burkett, D.C.,
Chairman

Title

NEW SECTION

WAC 114-12-011 COLLEGES--POLICY. (1) In determining a college's eligibility for accreditation the board may utilize, at its discretion, recognized chiropractic accrediting associations, recognized regional accrediting associations, and appropriate professional firms, agencies and individuals.

(2) Accreditation shall be primarily contingent upon a course of study which incorporates educationally sound practices and complies with the chiropractic educational requirements for the state of Washington.

(3) A college must have successfully graduated a class prior to making application for accreditation.

NEW SECTION

WAC 114-12-021 DEFINITIONS. The following terms are so defined for the purposes of this chapter:

(1) "Board" means the board of chiropractic examiners and/or its designee.

(2) "College" means an institution whose curriculum provides education leading to the acquiring of a professional degree in chiropractic.

(3) "Approval" and "accreditation" are used interchangeably.

NEW SECTION

WAC 114-12-031 ACCREDITATION OF COLLEGES--PROCEDURE. (1) Application and determination. A chiropractic college which desires to be accredited by the board may secure an application form by sending a written request to the secretary of the board. The applicant shall complete the application form and submit it to the secretary of the board, along with any accompanying documents. Recent photographs of the college or the buildings in which the college is located shall be submitted with the application. Within one hundred twenty days after the receipt of the completed application, the board shall consider the application, determine whether or not the college fulfills the requirements for accreditation, and deposit in the mails a notice of the board's determination, addressed to the applicant. If the board determines that the college is not worthy of accreditation, the notice shall set forth the reasons for denial. PROVIDED: The board may withhold making a determination for a reasonable period of time for any justifiable cause upon giving notice to the applicant.

(2) Interrogatories. If the board desires, it may request the applicant to answer specific inquiries. The granting or the denial of accreditation may be contingent upon the applicants' response to such inquiries.

(3) Oath. The answers to the inquiries in the application, and any other inquiries, shall be sworn to before a notary public.

(4) Inspection. If the board desires, it may make the physical inspection of a particular college a condition for its being accredited. Such necessary on-campus visitation of reasonable cost shall be funded by the applicant.

(5) Duration. A college which is once accredited shall continue to be accredited for so long as it fulfills the requirements set forth by the board, or to be set forth by the board. Upon receiving convincing evidence that a college has ceased to fulfill the requirements, the board shall withdraw the accreditation of the college and shall inform the college of its reasons for doing so. A college shall inform the board of changes, if any, in status which could reasonably jeopardize the college's qualifications for accreditation. Such changes shall include, but are not limited to, changes in curriculum, administration, faculty, classrooms and equipment.

(6) Revocation of accreditation. Where the board receives evidence that an accredited institution is not complying with board criteria, it may, after meeting with institutional representatives, place the institution on probation. The institution shall be supplied with a written bill of particulars setting forth the specifics of the non-compliance. The board and chief administrative officer of the institution may agree on a mutually acceptable timetable and procedures for correction of the deficiencies or the board may set the timetable. Should the institution not make the corrections recommended, or should further deficiencies develop during the probation, the board may, after meeting with institutional representatives, revoke the accreditation of the college.

(7) Reinstatement of accredited status. Once the board has revoked the accredited status of an institution, it must reapply by submitting either a new self-study or an updated self-study as may be required by the board. The board's usual procedure for applicants for initial accreditation and petitions for renewal is applied to petitioners for reinstatement. The visitation team report, hearing evidence and supporting data must show not only correction of the deficiencies which led to the disaccreditation but, in addition, compliance with the board's criteria.

(8) Appeal. An appeal of a decision adverse to the college must be filed with the board within thirty days of receipt of the board's written decision. To be valid the appeal must contain a certified copy of a formal action authorizing the appeal, taken by a lawfully constituted meeting of the governing body of the institution. The appeal is based on a review of self-evaluation documents, catalog, visitor's report, institution's response to visitor's report, pre-decision hearing of the board and board decision. Alleged improvements effective subsequent to the evaluation which can be verified only through another on-site visit provide the basis for another evaluation, not for an appeal. An appeal does not include a dispute on a finding of fact unless appellant makes a prima facie showing that the finding is clearly erroneous in view of the reliable, probative and substantial evidence on the whole record before the board. The board shall meet to consider the appeal at its earliest opportunity, and send a formal reply to the appealing college within thirty days of such meeting, unless it extends the time for good cause shown.

NEW SECTION

WAC 114-12-041 COLLEGES--EDUCATIONAL STANDARDS REQUIRED FOR ACCREDITATION. (1) Objectives--the college shall:

(a) Have clearly defined objectives.

(2) Administration and organization--the college shall:

(a) Be incorporated as a non-profit institution and recognized as such by its state of domicile.

- (b) Have full-time administrator.
- (c) Have either a president or a dean of education with a doctor of chiropractic degree.
- (d) Adopt policy of non-discrimination as to national origin, race, religion, or sex.
- (3) Educational offerings--the college shall:
 - (a) Provide educational offerings which prepare the student for successfully completing licensing examination and engaging in practice.
 - (b) Offer an educational program with a minimum of 4,000 in-class hours provided over a four year academic term.
 - (c) Have available syllabi for all courses.
 - (d) Offer chiropractic curriculum as follows: principles of chiropractic - 200 in-class hours; adjustive technique - 400 in-class hours; spinal roentgenology - 175 in-class hours; symptomatology and diagnosis - 425 in-class hours; clinic - 625 in-class hours.
 - (e) Offer 80 percent of the "principles of chiropractic" hours as study of the philosophy of chiropractic.
 - (f) Not include mechanotherapy, physiotherapy, acupuncture, acupressure, or dietary therapy or any other therapy in computation of the qualifying 4,000 classroom hours.
 - (g) Maintain a clinical program sufficient to fulfill the objectives of the college.
- (4) Faculty--the college shall:
 - (a) Provide sufficient faculty to support the educational program of the college.
- (5) Students--the college shall:
 - (a) Select students on a non-discriminatory basis.
 - (b) Require that students maintain a 2.25 grade average and have no chiropractic subject grade less than 2.0.
 - (c) Require the student to complete a four-year academic program which meets all requirements of statute and rule for licensing to practice chiropractic in Washington state.
- (6) Physical facilities and equipment--the college shall:
 - (a) Maintain a library of size and quality sufficient to serve the educational program.
 - (b) Maintain a basic plant that facilitates the educational program.
 - (c) Maintain clinic facilities that are of sufficient size and equipped appropriately to serve the student.
- (7) Financial--the college shall:
 - (a) Have adequate present and anticipated income to sustain a sound educational program.
 - (b) Have well formulated plans for financing existing and projected education programs.
 - (c) Have an annual audit of financial records by a CPA.
 - (d) Make records available for review by the board upon request.
- (8) Self-evaluation--the college shall:
 - (a) Have a program of continuing self-evaluation and such evaluation must be made available upon request by the board.

REPEALER

The following sections of the Washington Administrative Code are repealed:

- WAC 114-12-010 COLLEGES--POLICY.
- WAC 114-12-020 COLLEGES--DEFINITIONS.
- WAC 114-12-030 COLLEGES--PROCEDURES.
- WAC 114-12-040 COLLEGES--GENERAL REQUIREMENTS AND RECOMMENDATIONS FOR APPROVAL.