

Title 114 WAC

BOARD OF CHIROPRACTIC EXAMINERS

Chapter
114-12 **Approval of chiropractic colleges and symposiums.**

Chapter 114-12 WAC

APPROVAL OF CHIROPRACTIC COLLEGES AND SYMPOSIUMS

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DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

114-12-025	Chiropractic college accreditation—Equivalency. [Order PL-244, § 114-12-025, filed 3/30/76.] Repealed by Order PL-267, filed 5/4/77.
114-12-060	Symposiums—Board approval. [Order PL-111, § 114-12-060, filed 6/23/71, effective 7/23/71.] Repealed by Order PL-197, filed 7/31/75.
114-12-070	Symposiums—Procedure. [Symposium Rule I, filed 10/31/62; Symposium Rule I, filed 4/11/60.] Repealed by Order PL-197, filed 7/31/75.
114-12-080	Symposiums—Requirements for approval. [§ 114-12-080, filed 7/19/67; Symposium Rule II, filed 10/31/62; Symposium Rule II, filed 4/11/60.] Repealed by Order PL-197, filed 7/31/75.
114-12-090	Symposiums—Policy concerning license renewal as regards attendance at symposiums. [Symposium Rule III, filed 10/31/62; Symposium Rule III, filed 4/11/60.] Repealed by Order PL-197, filed 7/31/75.
114-12-100	Licensing by reciprocity. [Order 13, § 114-12-100, filed 1/31/69.] Repealed by Order PL-197, filed 7/31/75.
114-12-110	Chiropractic examination. [Order 13, § 114-12-110, filed 1/31/69.] Repealed by Order PL-197, filed 7/31/75.
114-12-120	Examinations—National board. [Order PL-111, § 114-12-120, filed 6/23/71, effective 7/23/71.] Repealed by 80-11-073 (Order PL 355), filed 8/20/80. Statutory Authority: RCW 18.25.017 and 18.25.070.
114-12-130	Chiropractic examination—Limitation. [Order PL-267, § 114-12-130, filed 5/4/77; Order PL-158, § 114-12-130, filed 1/28/74.] Repealed by 80-11-073 (Order PL 355), filed 8/20/80. Statutory Authority: RCW 18.25.017 and 18.25.070.

WAC 114-12-010 Colleges—Policy. In judging a college's eligibility for approval, all factors shall be considered. Approval shall be based primarily upon educationally sound practices, and a course of study which complies with the requirements for a chiropractic license in the state of Washington. [Rule I, filed 10/31/62; Rule I, filed 4/11/60.]

WAC 114-12-020 Colleges—Definitions. The following terms are defined for the purposes of this chapter:

(1) "Board" means the board of chiropractic examiners.

(2) "College" means an institution whose curriculum provides training leading solely to the acquiring of a professional or subordinate degree or degrees in chiropractic; or in completing work required for an academic degree in science. [Order 6, § 114-12-020, filed 9/6/68; Chiropractic College Rule II, filed 10/31/62; Rule II, filed 4/11/60.]

WAC 114-12-030 Colleges—Procedure. (1) **Application and determination.** A chiropractic college which desires to be approved 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 any accompanying documents and submit them to the secretary of the board. A recent photograph of the college or the buildings in which the college is located (the offices should be indicated) shall be submitted with the application. Within 90 days after the receipt of the completed application, the board shall consider the application, determine whether or not the college fulfills the requirements for approval, 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 approval, the notice shall set forth the nature of the unworthiness. Provided: The board may withhold making a determination for a reasonable period of time for any justifiable reason 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 approval may be based upon the answers 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 approved.

(5) **Duration.** A college which is once approved shall continue to be approved 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 approval of the college and shall inform the college of its reasons for doing so. A college shall inform the board of any changes in status which might conceivably make the school unworthy for approval by the board. Such changes shall include, but are not limited to, changes in curriculum, changes in instructors, changes in classrooms and equipment, and changes in the college's financial position. A college shall, also, notify the board of any change in its ownership or business organization, changes in location, or changes in name. A failure to give such notification shall suspend the college's approval until such time as the board may make an investigation and determine that the college is worthy of approval. Continuing approval is, also, contingent upon the college answering with full disclosures, all questions which the board may choose to direct to it from time to time. [Chiropractic College Rule III, filed 10/31/62; Rule III, filed 4/11/60.]

WAC 114-12-040 Colleges—General requirements and recommendations for approval. (1) Physical facilities.

(a) **Classrooms.** The minimum standards are sufficient general classrooms to accommodate the entire student body, a teaching unit for the demonstration and practice of chiropractic procedure, and an adequate laboratory for teaching science subjects. Provision should be made for assembly room large enough to accommodate the entire student body. This may be a classroom. Each classroom shall be of sufficient size and possess sufficient furniture to seat every person in each class which is conducted in it.

(b) **Equipment.** The minimum standards are for a college to possess the following equipment in good working order; one x-ray machine and a sufficient number of chiropractic adjusting tables to accommodate student clinics.

(c) **Library.** There must be a library within the college which contains sufficient current textbooks by recognized authorities upon the following subjects: anatomy, physiology, hygiene, symptomatology, nerve-tracing, chiropractic-orthopedy, principles of chiropractic and adjusting. The library should contain current copies of several chiropractic periodicals.

(2) Instructors.

(a) **Qualifications.** An instructor should be a graduate of a school worthy of being approved by the board, or should have had five years of experience in the field of chiropractic, or should have distinguished himself in the field of chiropractic. An instructor must be of good moral character.

(b) **Number.** A college should not have less than five instructors for the first 100 students or part thereof; and one additional instructor for each additional 50 students.

(c) **Part-time instructors.** The percentage of part-time instructors to the total number of instructors should not exceed twenty percent.

(d) **Teaching practices.** An instructor should be teaching a limited number of related subjects. His work load should be limited to instructing four subjects during a given school term.

(3) **Curriculum.** Each chiropractic student shall receive instruction in the following subjects for the minimum number of classroom hours specified:

Science subjects—Minimum instruction 1725 hours—
anatomy, 600 hours; bacteriology, 125 hours; chemistry, 300 hours; physiology, 300 hours; pathology, 300 hours; hygiene and sanitation, 100 hours.

Chiropractic subjects—Minimum instruction 1825 hours—principles of chiropractic, 200 hours; adjustive technique, 400 hours; spinal roengenology, 175 hours; symptomatology and diagnosis, 425 hours; clinic, 625 hours.

General course—Minimum instruction 450 hours—
psychology, obstetrics, office management, ethics and jurisprudence, nutrition and dietetics.

"Technique" is defined as the analysis and adjustment of the spine.

"Clinic" is defined as faculty supervised, student application of the principles practice and technique of spinal analysis and adjustment. The board will expect adherence to the above requirements and will take into consideration overlapping subjects where hourly requirements are substantially met.

(4) **Degree.** A degree of doctor of chiropractic shall not be granted by the college to any student who has not successfully completed courses of instruction as set out in item "3" above, and who has not successfully completed a total of 4,000 classroom hours.

(5) **Reputation and financial responsibility.** In all respects a college shall be above reproach and shall have sufficient funds to carry out its function. [Chiropractic College Rule IV, filed 10/31/62; Rule IV, filed 4/1/60.]

WAC 114-12-121 Examinations—National board.

(1) Any applicant presenting evidence of having successfully completed Part I of the examination conducted by the National Board of Chiropractic Examiners, or presenting a basic science certificate, or successfully completing an examination conducted by the Board of Chiropractic Examiners, will be considered to have satisfied the requirement for basic sciences examination and such shall be waived.

(2) Any applicant presenting evidence of having successfully completed Part II of the examination conducted by the National Board of Chiropractic Examiners will be considered as having met the examination requirements as outlined in RCW 18.25.030, except that each such applicant, shall be required to appear before the Washington State Board of Chiropractic Examiners to be examined in the subjects of:

Principles of Chiropractic; x-ray; and Adjustive Technique. [Statutory Authority: RCW 18.25.017 and 18.25.070. 80-11-073 (Order PL 355), § 114-12-121, filed 8/20/80.]

WAC 114-12-131 Chiropractic examination--Limitation. A passing score in the examination administered by the board in principles of chiropractic may be carried forward. A passing score in the written and practical board administered examinations in x-ray and adjustive technique will not be carried forward and must be taken each time an applicant is examined by the board. [Statutory Authority: RCW 18.25.017 and 18.25.070. 80-11-073 (Order PL 355), § 114-12-131, filed 8/20/80.]

WAC 114-12-140 Chiropractic--Fees. The following fees shall be charged by the professional licensing division of the department of licensing:

Title of Fee	Fee
Application and full examination	[\$] 200.00
Reciprocity and partial examination waiver	150.00
License renewal	35.00
License renewal penalty	35.00
License restoration	25.00
Duplicate license	5.00

[Statutory Authority: RCW 43.24.085. 80-14-022 (Order 356), § 114-12-140, filed 9/25/80; Order PL-214, § 114-12-140, filed 11/5/75.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 114-12-145 License renewal registration date and fee. (1) Effective with the renewal period beginning September 1, 1980, the annual license renewal date will be changed to coincide with the licensee's birthdate. Conversion to this staggered renewal system will be accomplished as follows:

(a) Current licensees, as of August 30, 1980. Licensees desiring to renew their licenses will be required to pay a fee of twenty-five dollars plus one-twelfth of that amount for each month, or fraction thereof, in order to extend their license renewal to expire on their birth anniversary date during calendar year 1981 or 1982.

(b) On and after September 1, 1980, all new or initial chiropractic licenses issued will expire on the applicant's next birth anniversary date.

(2) After this conversion to a staggered renewal system, licensees may annually renew their license from birth anniversary date to the next birth anniversary date. However, licensees who fail to pay the license renewal fee within thirty days of license expiration date will be subject to the late payment penalty fee as set forth in RCW 18.25.070. [Statutory Authority: RCW 43.24.140. 80-04-057 (Order 337), § 114-12-145, filed 3/24/80.]

WAC 114-12-150 Licensees residing and practicing out of state--Continuing education requirements. Pursuant to RCW 18.25.070(1)(b), Washington licensed chiropractors who reside and practice exclusively outside the state of Washington may satisfy the continuing education requirements for renewal of their Washington licenses by meeting, and certifying to the Washington Board of Chiropractic Examiners that they have met, the continuing education requirements of the state in which they are residing and practicing. [Statutory Authority: RCW 18.25.017 and 18.25.070. 80-11-073 (Order PL 355), § 114-12-150, filed 8/20/80.]

WAC 114-12-160 Continuing chiropractic education--Guidelines for symposium approval. (1) In order to be used by a licensee to satisfy the continuing chiropractic education requirements of RCW 18.25.070(1) an educational symposium must be approved by the Washington Board of Chiropractic Examiners.

(2) In order to qualify for board approval, the subject matter of an educational symposium must include at least nine hours in one or more of the following categories: chiropractic research; spinal adjusting technique and examination procedures; spinal x-ray; chiropractic philosophy; dietary advice (not to include dietary therapy).

(3) In order to qualify for board approval an educational symposium offered within the state of Washington must offer a minimum of nine hours provided by a minimum of two lecturers who are affiliated with chiropractic colleges approved by the Washington Board of Chiropractic Examiners: *Provided*, That this requirement shall not apply to those educational symposiums using lecturers who have participated in educational symposiums approved by the Washington Board of Chiropractic Examiners for continuing education purposes within a ten-year period immediately prior to the date of the program seeking approval.

(4) As a condition of board approval, sponsors of educational symposiums offered within the state of Washington shall provide the board within thirty days after the symposium is completed with an alphabetical list of those participants who were registered for the symposium.

(5) Because of the practical impossibility of the board monitoring the quality of symposiums given out-of-state, the board will not approve out-of-state symposiums except those given by chiropractic colleges approved by the board. Such approval will be limited to one major program annually for each college (e.g. Homecoming). [Statutory Authority: RCW 18.25.017. 80-17-019 (Order PL 362), § 114-12-160, filed 11/13/80. Statutory Authority: RCW 18.25.017 and 18.25.070. 80-11-073 (Order PL 355), § 114-12-160, filed 8/20/80.]

WAC 114-12-170 License renewal--Affidavit of compliance with continuing education requirements. (1) In conjunction with his or her annual application for renewal of license, a licensee shall submit, on a form provided by the board, an affidavit of compliance with the continuing education requirement of RCW 18.25.070.

(2) In addition to the affidavit of compliance, the licensee shall submit such further and other evidence and documentation to substantiate the affidavit of compliance as the board may request in any individual case. It shall be the responsibility of the licensee to maintain and provide such evidence and/or documentation on request of the board. [Statutory Authority: RCW 18.25.017 and 18.25.070. 80-11-073 (Order PL 355), § 114-12-170, filed 8/20/80.]

WAC 114-12-180 Exemptions. In the event a licensee fails to meet requirements because of illness or retirement (with no further provision of chiropractic services to consumers) or failure to renew, or other extenuating circumstances, each case will be considered by the board on an individual basis. When circumstances justify it, the board may grant a time extension. In the case of permanent retirement or illness, the board may grant indefinite waiver of continuing chiropractic education as a requirement for relicensure, provided an affidavit is received indicating the chiropractor is not providing chiropractic services to consumers. If such permanent illness or retirement status is changed or consumer chiropractic services resumed, it is incumbent upon the licensed chiropractor to immediately notify the board and meet continuing chiropractor education requirements for relicensure. Continuing chiropractic education hours will be prorated for the portion of that three-year period involving resumption of such services. [Statutory Authority: RCW 18.25.017. 80-17-019 (Order PL 362), § 114-12-180, filed 11/13/80.]