

21 NCAC 10 .0204 is amended with changes as published in 35:23 NCR 2535-2541 as follows:

21 NCAC 10 .0204 ~~LICENSURE~~ LICENSURE; RENEWAL OF LICENSE

(a) Initial Licensure. The initial license awarded to an applicant who passed the examination shall be mailed to the address appearing on the application form.

(b) Change of Contact Information. The licentiate shall inform the Board of any change in his or her contact information. Updated contact information shall be forwarded to the Board office email at ~~neboce@ncchiroboard.com~~, ~~by regular mail to the Board office located at 6070 Six Forks Rd., Ste. L, Raleigh, NC 27609, or fax at (704) 793-1385~~ neboce@ncchiroboard.com within 30 days after any such change.

(c) General. The renewal, ~~[cancellation,]~~ inactivation, and restoration of a license are governed by G.S. 90-155 and this Rule. A current license that is not renewed shall be ~~[cancelled]~~ placed on inactive status ~~[30 days after the Tuesday immediately following the first Monday in January of the ensuing]~~ on January 30th of the following year. A licentiate desiring license renewal shall submit to the Board, on or before the date of ~~[cancellation,]~~ inactivation, a completed license renewal form accompanied by the renewal fee as provided in Paragraph (i) of this Rule. The renewal fee shall not be paid in cash and may be paid by credit card through the Board's website, www.ncchiroboard.com, or by a check made payable to the North Carolina Board of Chiropractic Examiners.

(d) License Renewal Notification and Form. On or before December 1 of each year, the Board shall email to each licentiate, at the licentiate's current email address on file with the Board, license renewal instructions. The license renewal form with instructions shall also be available at the Board's website, www.ncchiroboard.com, or upon request at the Board's office. A licentiate desiring license renewal shall note on the form changes in name, address, specialty, employment circumstances, and criminal convictions since the last renewal form was submitted to the Board. The licentiate shall also note on the form any professional development continuing education for which the licentiate seeks credit pursuant to Rule .0210(d) of this Chapter.

(e) Continuing Education. As used in G.S. 90-155, one "day" of continuing education shall mean nine hours. Except as provided in Paragraphs (f), (g) and (h) of this Rule, a licentiate seeking license renewal shall obtain 18 hours (2 days) of Board-approved continuing education each calendar year. At least 10 hours shall be obtained by attending in-person educational sessions. As many as eight hours may be obtained in the manner set forth in Rule .0210 of this Chapter. The Board shall not award credit for any continuing education hours until the sponsor or licentiate submits to the Board the sponsor's certificate of attendance or course completion.

(f) First-Year Continuing Education Exemptions. A licentiate who was enrolled in chiropractic college at any time during the year of initial licensure or a licentiate initially licensed after September 1st of the current year shall be permitted to renew his or her license for the ensuing year without obtaining continuing education but shall be required to submit a license renewal form and pay the renewal fee. In subsequent years, a licentiate shall not be permitted to renew his or her license until the continuing education requirements set forth in Paragraph (e) of this Rule are satisfied.

(g) Hardship Waivers. A licentiate seeking a hardship waiver of the continuing education requirement shall make written application to the Board no later than December 15th of the current year explaining the nature and circumstances of the hardship. Upon the applicant's showing that compliance with the continuing education

1 requirement poses an undue hardship, the Board may waive the requirement in whole or part or grant an extension of
2 time within which to comply. "Undue hardship" shall include protracted medical illness, natural disaster, or extended
3 absence from the United States.

4 (h) Military Hardship. A licentiate who is serving in the Armed Forces of the United States and to whom G.S. 93B-
5 15(a) grants an extension of time to pay a renewal fee shall also be granted an identical extension of time to complete
6 the continuing education required for license renewal.

7 (i) Renewal Fee. A renewal fee in the maximum amount allowed by G.S. 90-155 shall be paid by each licentiate
8 applying for renewal.

9 (j) Restoration of [Cancelled License; Inactive License. Evidence of Proficiency. In order to provide evidence of
10 proficiency, a former licentiate whose license has been [cancelled] inactive for 180 or fewer days due to non-
11 compliance with G.S. 90-155 shall be re-examined and shall pay the non-refundable application fee prescribed in Rule
12 .0202(d) of this Chapter and shall demonstrate compliance with continuing education requirements. A former
13 licentiate whose license has been [cancelled] inactive for more than 180 days shall comply with Rule .0203(f) of this
14 Chapter in addition to this Paragraph. Payment of the application fee shall not constitute payment of the reinstatement
15 fee of twenty-five dollars (\$25.00) mandated by G.S. 90-155.

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17 *History Note: Authority G.S. 90-142; 90-145; ~~90-155~~; 90-148; ~~93B-15~~;*

18 *Eff. February 1, 1976;*

19 *Readopted Eff. January 27, 1978;*

20 *Amended Eff. January 1, 1983;*

21 *Legislative Objection Lodged Eff. January 31, 1983;*

22 *Curative Amended Eff. February 28, 1983;*

23 *Amended Eff. July 1, 2014; December 1, 1988;*

24 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*
25 *2019;*

26 *Amended Eff. January 1, ~~2020-2020~~*

27 *Amended Eff. January 1, 2022.*

21 NCAC 10 .0213 is amended with changes as published in 35:23 NCR 2535-2541 as follows:

**21 NCAC 10 .0213 CERTIFICATION OF CLINICAL ASSISTANTS CERTIFIED CHIROPRACTIC
ASSISTANTS**

~~(a) Classification of Applicants. Applicants for clinical assistant competency certification shall be classified as follows:~~

~~(1) Reciprocity applicants. A "reciprocity applicant" means an applicant who is currently certified or registered as a clinical assistant in another state whose requirements for certification or registration are substantially similar to or more stringent than the requirements for certification in North Carolina.~~

~~(2) New applicants. A "new applicant" means any applicant who is not a reciprocity applicant.~~

~~(b) Requirements for Certification. Every applicant, regardless of classification, shall complete an application form available on the Board's website at <https://ncechiroboard.com> and requiring the applicant to confirm and submit documentary evidence satisfactory to the Board that the applicant is at least 18 years of age, a high school graduate or the equivalent, and possessed of good moral character. A photocopy of the applicant's birth certificate, driver's license, or government issued identification card shall constitute prima facie evidence of the applicant's age. A photocopy of the applicant's high school diploma, transcript, or general equivalency diploma (G.E.D.) shall constitute prima facie evidence of the applicant's graduation from high school. An affidavit attesting to good moral character and signed by a chiropractic physician or other responsible party who knows the applicant and is not related to the applicant shall constitute prima facie evidence of the applicant's good moral character. Every applicant, regardless of classification, shall pay to the Board an initial certification fee in the amount of twenty dollars (\$20.00). The initial certification fee shall not be paid in cash and may be paid by credit card through the Board's website at <https://ncechiroboard.com> or by a check made payable to the North Carolina Board of Chiropractic Examiners. In addition to the general certification requirements, an applicant shall satisfy the requirements for the appropriate category of certification, as follows:~~

~~(1) Reciprocity Applicants. A reciprocity applicant shall submit a copy of the applicant's current certification or registration as a clinical assistant in a state with which North Carolina reciprocates and shall also submit written confirmation from the state's certifying authority or registrar that the applicant is in good standing in that state.~~

~~(2) New Applicants. A new applicant shall submit evidence that the applicant has completed an approved clinical assistant education program as described in Paragraph (c) of this Rule. A certificate of completion filed with the Board by the program sponsor shall constitute prima facie evidence that the applicant has obtained the required education. A new applicant shall also take and pass the standard proficiency examination administered by or under the authority of the Board, as described in Paragraph (d) of this Rule.~~

~~(c) Education Programs. In order to be approved by the Board, a clinical assistant education program for new applicants shall be at least 24 hours in length, of which at least six hours shall be in person didactic training with an instructor or instructors who, based on education and experience, are competent to teach the portion of the curriculum~~

1 ~~they have been assigned. Credit for online coursework shall not exceed 18 hours, and all online coursework shall~~
2 ~~precede didactic training. The education program shall provide sufficient instruction in the five subjects set forth in~~
3 ~~G.S. 90-143.4(e) to enable its graduates to satisfy all applicable standards of care. To obtain approval of an education~~
4 ~~program, the program sponsor shall submit to the Board, at least 60 days prior to the proposed starting date, all~~
5 ~~instructional materials to be used in the program, including a syllabus of the didactic training, and a curriculum vitae~~
6 ~~for each instructor.~~

7 ~~(d) Examinations. The proficiency examination for new applicants shall assess both academic knowledge and~~
8 ~~practical skills acquired through education programs and shall be administered in person at least four times per year~~
9 ~~on dates and at locations to be announced by the Board at least 90 days in advance and published on the Board's~~
10 ~~website at <https://nechiroboard.com>. In its discretion, the Board may authorize additional testing sessions based on~~
11 ~~the number of applications received. The minimum passing score on the examination is 75 percent.~~

12 ~~(e) Certificate Expiration and Renewal. Unless renewed, a certificate of competency shall expire on June 30th of the~~
13 ~~third year following the year in which it was issued. A certificate holder seeking to renew shall submit evidence that~~
14 ~~the applicant has completed six hours of Board approved continuing education. A certificate of attendance or~~
15 ~~completion issued by the course sponsor and filed with the Board shall constitute prima facie evidence that the~~
16 ~~applicant has completed the number of hours recited in the certificate. The applicant shall pay to the Board a renewal~~
17 ~~fee in the amount of twenty five dollars (\$25.00). The renewal fee shall not be paid in cash and may be paid by credit~~
18 ~~card through the Board's website at <https://nechiroboard.com> or by a check made payable to the North Carolina Board~~
19 ~~of Chiropractic Examiners.~~

20 ~~(f) Lapsed Certificates. If a certificate of competency has lapsed due to non renewal and the lapse does not exceed 60~~
21 ~~days, the certificate holder may obtain reinstatement by making up the accrued deficiency in continuing education. If~~
22 ~~the lapse is greater than 60 days, no make up continuing education shall be required, but the certificate holder shall~~
23 ~~re-take and pass the proficiency examination for new applicants. Regardless of the length of lapse, a certificate holder~~
24 ~~seeking reinstatement shall pay the renewal fee set forth in Paragraph (e) of this Rule.~~

25 ~~(g) Exemptions. Graduates of accredited chiropractic colleges and students enrolled in accredited chiropractic colleges~~
26 ~~who are serving college sponsored preceptorships in North Carolina are deemed by the Board to have satisfied all~~
27 ~~requirements imposed by this Rule and shall be deemed competent to perform the duties of a clinical assistant. Any~~
28 ~~person who qualifies for exemption and who works as a clinical assistant in this state for more than 180 days shall~~
29 ~~submit the application form described in Paragraph (b) of this Rule and note the claim of exempt status. Exempt~~
30 ~~persons shall not be required to pay a certification fee.~~

31 ~~(h) Displaying Certificate. The holder of a certificate issued pursuant to this Rule shall display the certificate in the~~
32 ~~chiropractic clinic in which the holder is employed in a location where the certificate may be viewed by patients.~~

33 (a) Designation. The Board shall classify Certified Chiropractic Assistants as follows:

34 (1) Level 1 – Clinical

35 (2) Level 2 – X-ray

36 For purposes of this Rule, a Certified Chiropractic Assistant – Level 1 is the same as a "chiropractic clinical assistant"
37 as defined in G.S. 90-143.4(a). For purposes of this Rule, a Certified Chiropractic Assistant – Level 2 is the same as

1 a "diagnostic imaging technician" as defined in G.S. 90-143.2 and may be referred to as a "radiologic technologist",
2 "X-ray tech", and "X-ray technician."

3 (b) Application Procedure. Anyone seeking to be certified as a Chiropractic Assistant shall submit an application
4 found on the Board's website at <https://ncchiroboard.com>. All applicants shall:

- 5 (1) Be at least 18 years of age;
- 6 (2) Demonstrate that he or she graduated from high school or the equivalent;
- 7 (3) Possess good moral character as determined by the Board; and
- 8 (4) Submit an application fee of thirty-five dollars (\$35.00).

9 (c) New Applicants – Level 1.

- 10 (1) Education. In addition to the requirements set forth in Paragraph (b) of this Rule, new applicants
11 shall submit evidence of completion of a clinical assistant education program at least 24 hours in
12 length, of which at least 6 hours shall be in-person didactic training with an instructor or instructors
13 who, based on education and experience, are competent to teach the portion of the curriculum they
14 have been assigned. Credit for online coursework shall not exceed 18 hours, and all online
15 coursework shall precede didactic training. The education program shall provide sufficient
16 instruction in the five subjects set forth in G.S. 90-143.4(c) to enable its graduates to satisfy all
17 applicable standards of care. To obtain approval of an education program, the program sponsor shall
18 submit to the Board, at least 60 days prior to the proposed starting date, all instructional materials
19 to be used in the program, including a syllabus of the didactic training, and a curriculum vitae for
20 each instructor.
- 21 (2) Examination. The proficiency examination for new applicants shall assess both academic
22 knowledge and practical skills acquired through education programs and shall be administered at
23 least four times per year on dates and at locations to be announced by the Board at least 30 days in
24 advance and published on the Board's website at <https://ncchiroboard.com>. In its discretion, the
25 Board may authorize additional testing sessions based on the number of applications received. The
26 minimum passing score on the examination is 75 percent.

27 (d) New Applicants – Level 2.

- 28 (1) Education. In addition to the requirements set forth in Paragraphs (b) and (c) of this Rule, new
29 applicants shall complete a radiological technologist education program at least 50 hours in length,
30 of which at least 6 hours shall be in-person didactic training with an instructor or instructors who,
31 based on education and experience, are competent to teach the portion of the curriculum they have
32 been assigned, and completion of the practical requirement as set forth in Subparagraph (d)(2) of
33 this Rule. The education program shall provide sufficient instruction in the five subjects set forth
34 in G.S. 90-143.2 to enable its graduates to satisfy all applicable standards of care governing the
35 production of X-rays. To obtain approval of an education program, the program sponsor shall
36 submit to the Board, at least 60 days prior to the proposed starting date, all instructional materials
37 to be used in the program, including a syllabus of the didactic training and a curriculum vitae for

each instructor. Any person registered as "active" with the American Chiropractic Registry of Radiologic Technologists shall be deemed to have satisfied the educational requirements of this paragraph.

- (2) Practical Requirement. Upon completion of the training set forth in Subparagraph (d)(1) of this Rule, a person desiring certification as a Certified Chiropractic Assistant – Level 2 shall undergo a Practical whereby the person is evaluated by his or her program sponsor on the following competencies while performing x-ray examinations under the direct supervision in-person observation of a sponsor for four different patients:

- (A) Image quality;
- (B) Marking sides of the body;
- (C) Technique input to controller;
- (D) Tube/focal film distance;
- (E) Bucky/tube alignment;
- (F) Patient positioning;
- (G) Gonad shielding;
- (H) Ability to name additional views in the series; and
- (I) Collimation.

The person shall submit written documentation of the Practical evaluation on a form prescribed by the Board that is available on the Board's website at <https://ncchiroboard.com/x-ray-technician>.

- (3) Examination. The competency examination shall be administered at least three times per year. The Board shall publish on its website, <https://ncchiroboard.com>, the date, time, and location of the examination at least 30 days in advance. In its discretion, the Board may authorize additional testing sessions based on the number of applications received. The minimum passing score is 75 percent.

(e) Reciprocity Applicants. A "reciprocity applicant" means an applicant who is currently certified or registered as a clinical assistant or X-ray technician in another state whose requirements for certification or registration are substantially similar to or more stringent than the requirements for certification in North Carolina. A reciprocity applicant shall submit a copy of the applicant's current certification or registration as a clinical assistant in a state with which North Carolina reciprocates and shall also submit written confirmation from the state's certifying authority or registrar that the applicant is in good standing in that state.

(f) Certification Expiration and Renewal. Starting with certifications issued or renewed on or after July 1, 2022, a certificate of competency shall expire on June 30th of the second year following the year in which it was issued unless otherwise renewed. A certificate holder seeking to renew shall submit evidence that the applicant has completed six hours of Board-approved continuing education. A Level 2 certificate holder shall complete six hours of education applicable to a Level 1 renewal plus six hours in radiologic technology. A certificate of attendance or completion issued by the course sponsor and filed with the Board shall constitute prima facie evidence that the applicant has completed the number of hours recited in the certificate. The applicant shall pay to the Board a renewal fee in the amount of fifty dollars (\$50.00).

1 (g) Lapsed Certificates. If a certificate of competency has lapsed due to non-renewal and the lapse does not exceed
2 60 days, the certificate holder may obtain reinstatement by making up the accrued deficiency in continuing education.
3 If the lapse is greater than 60 days, no make-up continuing education shall be required, but the certificate holder shall
4 re-take and pass the proficiency examination for new applicants. Regardless of the length of lapse, a certificate holder
5 seeking reinstatement shall pay the renewal fee set forth in Paragraph (f) of this Rule.

6 (h) Exemptions. Graduates of accredited chiropractic colleges and students enrolled in accredited chiropractic
7 colleges who are serving college-sponsored preceptorships in North Carolina are deemed by the Board to have
8 satisfied all requirements imposed by this Rule and shall be deemed competent to perform the duties of a clinical
9 assistant. Any person who qualifies for exemption and who works as a clinical assistant in this state for more than
10 180 days shall submit the applicant pursuant to this Rule and note the claim of exempt status. Exempt persons shall
11 not be required to pay a certification fee. For the purposes of this Rule, "accredited" shall mean colleges accredited
12 by the Council on Chiropractic Education.

13 (i) Displaying Certificate. The holder of a Level 1 certificate issued pursuant to this Rule shall display the certificate
14 in the chiropractic clinic in which the holder is employed in a location where the certificate may be viewed by patients.
15 The holder of a Level 2 certificate issued pursuant to this Rule shall display the certificate in the x-ray room of the
16 chiropractic clinic in which the holder is employed in a location where the certificate may be viewed by patients.

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18 *History Note: Authority G.S. 90-142; 90-143.2; 90-143.4; 90-154.3;*

19 *Eff. July 1, 2014;*

20 *Amended Eff. April 1, 2018;*

21 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*
22 *2019;*

23 *Amended Eff. January 1, ~~2020~~ 2020;*

24 *Amended Eff. January 1, 2022.*