

1 The Board of Chiropractic Examiners has amended its existing rule as published in Vol. 28, No. 16 of the  
2 North Carolina Register, Page 1868, with changes and reading as amended:

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4 **21 NCAC 10.0204 LICENSURE**

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

7 (b) Change of Address. It shall be the responsibility of the licentiate to inform the Board of any change in  
8 his or her mailing address. Updated address information ~~should~~ shall be forwarded to the secretary in  
9 writing within 30 days after any such change.

10 (c) Email and Facsimile. A licentiate who maintains an office email address or office facsimile machine  
11 shall inform the Board of his or her current email address or facsimile machine telephone number. This  
12 contact information shall not be made available to the public and shall be used only for expediting the  
13 dissemination of official messages the Board deems high priority or ~~urgent~~ urgent.

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

16 ~~Eff. February 1, 1976;~~

17 ~~Readopted Eff. January 27, 1978;~~

18 ~~Amended Eff. January 1, 1983; October 17, 1980;~~

19 ~~Legislative Objection Lodged Eff. January 31, 1983;~~

20 ~~Curative Amended Eff. February 18, 1983;~~

21 ~~Amended Eff. July 1, 2014; July 1, 2011; January 4, 1993; December 1, 1988.~~

22 History Note: Authority G.S. 90-145; 90-148;

23 Eff. February 1, 1976;

24 Readopted Eff. January 27, 1978;

25 Amended Eff. January 1, 1983;

26 Legislative Objection Lodged Eff. January 31, 1983;

27 Curative Amended Eff. February 28, 1983;

28 Amended Eff. December 1, 1988; July 1, 2014.

1 The Board of Chiropractic Examiners has adopted a new rule as published in Vol. 28, No. 16 of the North  
2 Carolina Register, Pages 1868-9, with changes and reading as follows:

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4 **21 NCAC 10 .0213 CERTIFICATION OF CLINICAL ASSISTANTS**

5 (a) Classification of Applicants. The Board hereby establishes the following categories of applicants for  
6 clinical assistant competency certification. Different certification requirements apply to each category.

7 (1) Grandfathered applicants. ~~(Note: this category is temporary; the opportunity to be~~  
8 ~~grandfathered shall expire 120 days after the effective date of this rule.)~~ A grandfathered  
9 applicant “grandfathered applicant” is an applicant who is currently employed as a  
10 clinical assistant, who has been trained by the applicant’s employing physician to  
11 perform the duties of a clinical assistant as defined in G.S. 90-143.4(a), and who ~~will~~  
12 shall have amassed at least 500 working hours in the capacity of a clinical assistant as of  
13 the effective date of this rule. ~~Rule. (Note: this category is temporary; the opportunity to~~  
14 ~~be grandfathered shall expire 120 days after the effective date of this Rule.)~~

15 (2) Reciprocity applicants. A ~~reciprocity applicant~~ “reciprocity applicant” is an applicant  
16 who is currently certified or registered as a clinical assistant in another state whose  
17 requirements for certification or registration are substantially similar to or more stringent  
18 ~~that than~~ the requirements for certification in North Carolina.

19 (3) New applicants. A ~~new applicant~~ “new applicant” is any applicant who is not a  
20 grandfathered applicant or a reciprocity applicant.

21 (b) Requirements for Certification. Every applicant, regardless of classification, shall complete an  
22 application form provided by the Board (available at [www.ncchiroboard.com](http://www.ncchiroboard.com)) and submit evidence  
23 satisfactory to the Board that the applicant is at least 18 years of age, a high school graduate or the  
24 equivalent, and possessed of good moral character. A photocopy of the applicant’s birth certificate, driver’s  
25 license or government-issued identification card shall constitute *prima facie* evidence of the applicant’s  
26 age. A photocopy of the applicant’s high school diploma, transcript or general equivalency diploma  
27 (G.E.D.) shall constitute *prima facie* evidence of the applicant’s graduation from high school. An affidavit  
28 attesting to good moral character and signed by a chiropractic physician or other responsible party who  
29 knows the applicant and is not related to the applicant shall constitute ~~prima facie~~ prima facie evidence of  
30 the applicant’s good moral character. Every applicant, regardless of classification, shall pay to the Board an  
31 initial certification fee in the amount of twenty dollars (\$20.00). In addition to the foregoing general  
32 requirements, an applicant shall satisfy the requirements for the applicant’s individual category, as follows:

33 (1) Grandfathered Applicants. A grandfathered applicant shall submit, on a form provided by  
34 the ~~Board,~~ Board (available at [www.ncchiroboard.com](http://www.ncchiroboard.com)), an attestation signed by the  
35 applicant’s employing physician confirming that the applicant is currently employed as a  
36 clinical assistant, has received sufficient on-the-job ~~training~~ training, in the judgment of  
37 the employer, ~~from the employing physician~~ to perform the duties of a clinical assistant,

1 and has amassed at least 500 ~~hours'~~ hours of work experience in the capacity of a clinical  
2 assistant as of the effective date of ~~this rule.~~ Rule. In addition, a grandfathered applicant  
3 shall take and pass a refresher proficiency examination administered by or under the  
4 authority of the Board, as described in ~~paragraph~~ Paragraph (d). ~~(Note: grandfathered~~  
5 ~~applications will be accepted for only 120 days after the effective date of this rule.)~~  
6 (Note: grandfathered applications shall only be accepted for 120 days after the effective  
7 date of this Rule.

8 (2) Reciprocity Applicants. A reciprocity applicant shall submit a copy of the applicant's  
9 current certification or registration as a clinical assistant in a state with which North  
10 Carolina reciprocates and shall ~~submit evidence satisfactory to the Board~~ also submit  
11 written confirmation from the state's certifying authority or registrar that the applicant is  
12 in good standing in said state.

13 (3) New Applicants. A new applicant shall submit evidence satisfactory to the Board that the  
14 applicant has completed an approved clinical assistant education program as described in  
15 ~~paragraph (e).~~ Paragraph (c). A certificate of completion filed with the Board by the  
16 program sponsor shall constitute prima facie evidence that the applicant has obtained the  
17 required education, and has passed A new applicant shall also take and pass the standard  
18 proficiency examination administered by or under the authority of the Board, as  
19 described in ~~paragraph~~ Paragraph (d).

20 (c) Education Programs. In order to be approved by the Board, a clinical assistant education program for  
21 new applicants shall be at least 24 hours in length, of which at least ~~6~~ six hours shall be in-person didactic  
22 training with an instructor or instructors who, based on education and experience, are deemed competent by  
23 the Board to teach ~~that the~~ the portion of the curriculum ~~to which the instructor has~~ they have been assigned.  
24 Credit for online coursework shall not exceed 18 hours, and all online coursework shall precede didactic  
25 training. At a minimum, the education program shall provide sufficient instruction in the five subjects set  
26 forth in G.S. 90-143.4(c) to enable its graduates to satisfy all applicable standards of care. To obtain  
27 approval of an education program, the program sponsor shall submit to the Board, at least 30 days prior to  
28 the proposed starting date, all instructional materials to be used in the program, including a syllabus of the  
29 didactic training, and a curriculum vitae for each instructor.

30 (d) Examinations. The refresher proficiency examination shall emphasize the practical skills possessed by  
31 grandfathered applicants and shall be available online. ~~(Note: this examination shall be discontinued 120~~  
32 ~~days after the effective date of this rule.)~~ The standard proficiency examination for new applicants shall  
33 assess both academic knowledge and practical skills acquired through education programs and shall be  
34 administered in person at least four times per year on the fourth Saturday in January, April, July and  
35 October. In its discretion, the Board may authorize additional testing sessions ~~to facilitate the timely~~  
36 ~~issuance of certificates of competency.~~ based on the number of applications received. ~~(Note: the refresher~~

1 proficiency examination for grandfathered applicants shall be discontinued 120 days after the effective date  
2 of this Rule.)

3 (e) Certificate Expiration and Renewal. Unless renewed, a certificate of competency shall expire on June  
4 30<sup>th</sup> of the second year following the year in which it was issued. A certificate holder seeking to renew shall  
5 complete a renewal application form provided by the Board (available at [www.ncchiroboard.com](http://www.ncchiroboard.com)) and shall  
6 submit evidence satisfactory to the Board that the applicant has completed six hours of Board-approved  
7 continuing education. A certificate of attendance filed with the Board by the program sponsor shall  
8 constitute prima facie evidence that the applicant has completed the number of hours recited in the  
9 certificate. The applicant shall pay to the Board a renewal fee in the amount of ten dollars (\$10.00).

10 (f) Lapsed Certificates. If a certificate of competency has lapsed due to non-renewal and the lapse does not  
11 exceed 12 months, the certificate holder may obtain reinstatement by making up the accrued deficiency in  
12 continuing education. If the lapse is greater than 12 months, no make-up continuing education is ~~is~~ shall be  
13 required, but the certificate holder shall re-take and pass the standard proficiency examination for new  
14 applicants. Regardless of the length of lapse, a certificate holder seeking reinstatement shall pay to the  
15 Board a renewal fee in the amount of ten dollars (\$10.00).

16 (g) Exemptions. Graduates of accredited chiropractic colleges and students enrolled in accredited  
17 chiropractic colleges who are serving college-sponsored preceptorships in North Carolina are deemed by  
18 the Board to have satisfied all requirements imposed by this rule and are declared competent to perform the  
19 duties of a clinical assistant. Any person who qualifies for exemption and who works as a clinical assistant  
20 in this state for more than 120 days shall submit an application form to the Board asserting exempt status  
21 (form available at [www.ncchiroboard.com](http://www.ncchiroboard.com)) but shall not be required to submit a certification fee.

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23 *History Note: Authority G.S. 90-142, 90-143.4;*  
24 *Eff. July 1, 2014.*