

1 21 NCAC 10 .0202, as published in the N.C. Register, vol. 32, issue 7, page 662, is amended **with changes** as follows:

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3 **21 NCAC 10 .0202 APPLICATION FOR LICENSURE**

4 (a) General. Application for licensure shall be made in writing upon forms provide by the Board. ~~The secretary shall~~
5 ~~furnish the necessary forms to prospective applicants upon request.~~ Application forms and instructions may be found
6 on the Board’s website, www.ncchiroboard.com.

7 (b) Description of Forms. The written application shall consist of two forms, the Application Form and the Character
8 Reference Form. The following information shall be required to complete each form:

9 (1) ~~Application Form: The application form shall include the~~ personal background of the applicant; ~~his~~
10 educational history; a recent photograph; and a statement confirming that ~~he~~ the applicant has read,
11 understands, and will abide by the General Statutes and administrative rules governing chiropractic.

12 (2) ~~Character Reference Form: The character reference form shall~~ include the statements of three
13 persons not related to the applicant attesting to ~~his~~ the applicant’s good moral character.

14 (c) Deadlines for Filing Applications. Applications for the North Carolina examination ~~must~~ shall be received at the
15 Board office of the Board no later than 15 days before the ~~scheduled next~~ examination dates ~~date~~ as provided in ~~21~~
16 ~~NCAC 10 .0203(b), Rule .0203(b) of this [Chapter.] Section.~~

17 (d) Application Fee. A ~~non-refundable~~ application fee of three hundred dollars (\$300.00) ~~must~~ shall accompany each
18 application. This fee ~~shall be paid in cash, or by certified check or money order made payable to the North Carolina~~
19 ~~Board of Chiropractic Examiners. Personal checks shall not be accepted.~~ may be paid by credit card through the
20 Board’s website, www.ncchiroboard.com, or by check made payable to the North Carolina Board of Chiropractic
21 Examiners. Cash shall not be accepted.

22
23 *History Note: Authority G.S. 90-142; 90-143; 90-143.1; 90-145; 90-146; 90-149*
24 *Eff. February 1, 1976;*
25 *Readopted Eff. January 27, 1978;*
26 *Amended Eff. October 17, 1980;*
27 *Legislative Objection Lodged Eff. December 17, 1982;*
28 *Curative Amendment Eff. December 30, 1982;*
29 *Amended Eff. January 1, 1983;*
30 *Legislative Objection Lodged Eff. January 31, 1983;*
31 *Curative Amendment Eff. February 28, 1983;*
32 *Amended Eff. January 1, 1989;*
33 *Temporary Amendment Eff. January 1, 2003*
34 *Temporary Amendment Expired October 31, 2003;*
35 *Amended Eff. August 1, 2004; February 1, 2004*

1 21 NCAC 10 .0203, as published in the N.C. Register, vol. 32, issue 7, pages 662-3, is amended **with changes** as
2 follows:

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4 **21 NCAC 10 .0203 NORTH CAROLINA EXAMINATION**

5 (a) Eligibility. Only those applicants who **meets meet** the **requirement requirements** of this Rule and **G.S. 90-143, or**
6 **G.S. 90-143 or**, in the case of reciprocity applicants, **G.S. 90-143.1, G.S. 90-143.1** and who have submitted a timely
7 and complete written application and paid the non-refundable application fee pursuant to Rule 21 NCAAC 10 .0202
8 shall be allowed to take the North Carolina examination.

9 (b) Dates of Examination. The North Carolina examination shall be given ~~four times~~ at least once each year, ~~on the~~
10 ~~fourth Saturday in January, April, July and October.~~ and additional examination dates may be scheduled based on the
11 number of applications received. The Board shall announce an examination date not less than 90 days in advance, and
12 the date, ~~[time]~~ time, and location of upcoming examinations shall be published on the Board's website,
13 www.ncchiroboard.com. Eligible applicants shall be notified The Board shall also individually notify an eligible
14 applicant of the exact date, time time, and location of the next examination as soon as possible after their written
15 applications have been approved by the Board. the applicant's non-refundable application fee has been paid and the
16 written application completed.

17 (c) National Boards. Except as provided in Paragraph (e) of this Rule, in order to take the North Carolina examination,
18 an applicant who has never been licensed in this state or who is not a reciprocity applicant shall first achieve a score
19 of 375 or higher on each of the following examinations given by the National Board of **Chiropractic** Examiners: Part
20 I, Part II, Part III (WCCE) and the elective examination (termed "Physiotherapy" by the National Board). In addition,
21 the applicant shall achieve a score of 475 or higher on Part IV of the National Board examination.

22 (d) Report of Scores. The applicant shall arrange for his or her test results from any National Board examination to
23 be reported to the North Carolina ~~Board in a timely manner.~~ Board. Failure to comply with this provision shall be a
24 basis for delaying the issuance of a license.

25 (e) Waiver of National Boards. ~~The Board recognizes that many established practitioners completed their~~
26 ~~professional education prior to the introduction of one or more National Board examinations.~~ Notwithstanding the
27 requirements of Paragraph (c) of this Rule, an applicant who submits National Board examinations in conformity with
28 the following schedule shall not be disqualified from licensure in North Carolina:

- 29 (1) ~~If the~~ An applicant who graduated from chiropractic college before July 1, ~~1966, 1966~~ he shall not
30 be required to submit a score from any National Board examination;
- 31 (2) ~~If the~~ An applicant who graduated from chiropractic college between July 1, 1966 and June 30,
32 ~~1986, 1986~~ he shall be required to submit scores of 375 or higher on National Board Part I, Part II,
33 and the elective examination termed "~~Physiotherapy~~"; "Physiotherapy" but he shall not be required
34 to submit a score on Part III (WCCE) or Part IV.
- 35 (3) ~~If the~~ An applicant who graduated from chiropractic college between July 1, 1986 and June 30,
36 ~~1997, 1997~~ he shall be required to submit scores of 375 or higher on National Board Part I, Part II,

1 the elective examination termed “Physiotherapy” and Part III (~~WCCE~~); (WCCE) but ~~he~~ shall not be
2 required to submit a score on Part IV.

3 In order to receive a license, an applicant who qualifies for a waiver of any National Board score ~~must~~ shall take and
4 pass the SPEC examination and the North Carolina Examination and satisfy all other requirements for licensure.

5 (f) SPEC Examination. In order to take the North Carolina examination, a reciprocity applicant, a waiver applicant
6 pursuant to Paragraph (d) of this Rule, or an applicant previously licensed in this State whose license has been
7 cancelled pursuant to G.S. 90-155 for more than 180 days ~~must~~ shall first take and pass the Special Purpose
8 Examination for Chiropractic (“SPEC”).

9 (g) Nature of Examination. The North Carolina examination ~~is shall be~~ a written test of an applicant’s knowledge of
10 North Carolina chiropractic jurisprudence. No part of the examination ~~is shall be~~ open-book, and no reference material
11 of any kind shall be allowed in the examination area. The passing grade ~~is shall be 75. 75 percent.~~

12 (h) Review of ~~Examination Results. Examination.~~ An applicant who has ~~been denied licensure because he~~ failed the
13 North Carolina examination may request a review of his or her ~~answers provided his examination if the~~ request is
14 made in writing and received by the Secretary Board not later than 20 days after issuance of the examination results.
15 Unless the applicant specifically requests to review his or her answers in person, the review shall be limited to a re-
16 tabulation of the applicant’s score to make certain no clerical errors were made in grading. If the applicant requests to
17 review his or her answers in person, ~~he~~ the applicant shall be permitted to do so at the Board office ~~of the Board~~ in the
18 presence of a representative of the Board and for a period of not more than 30 minutes. The applicant shall not be
19 permitted to discuss ~~his the~~ examination with any member of the Board, grader grader, or test administrator.

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21 *History Note: Authority G.S. 90-142; 90-143; 90-143.1; 90-144; 90-145; 90-146;*

22 *Eff/ February 1, 1976;*

23 *Readopted Eff. January 27, 1978;*

24 *Amended Eff. January 1, 1983; October 17, 1980;*

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

26 *Curative Amendment Eff. February 18, 1983;*

27 *Temporary Amendment Eff. May 1, 1998;*

28 *Amended Eff. February 1, 2009; July 1, 2004; August 1, 2000; August 1, 1995; December 1, 1988.*

1 21 NCAC 10 .0205, as published in the N.C. Register, vol. 32, issue 7, pages 663-4, is amended **with changes** as
2 follows:

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4 **21 NCAC 10 .0205 RENEWAL OF LICENSE**

5 (a) General. The renewal, cancellation, and restoration of a license are governed by ~~G.S. 90-155~~. G.S. 90-155 and
6 this Rule. A current license that is not renewed shall be **automatically** cancelled 30 days after the Tuesday
7 immediately following the first Monday in January of the ensuing year. A licentiate desiring license renewal shall
8 submit to the Board, on or before the date of **automatic** cancellation, a completed license renewal form accompanied
9 by the renewal fee as provided in Paragraph (g) of this Rule. **[The preferred method of payment for the renewal fee is**
10 by credit card through the Board's website, www.ncchiroboard.com. The Board shall accept checks made payable to
11 the North Carolina Board of Chiropractic Examiners but shall not accept cash.] The renewal fee shall not be paid in
12 cash and may be paid by credit card through the Board's website, www.ncchiroboard.com, or by a check made payable
13 to the North Carolina Board of Chiropractic Examiners.

14 (b) License Renewal Notification and Form. On ~~or about December 1st~~ October 15th each year, the Board shall mail
15 to each licentiate, at the licentiate's current office address on file with the Board, an individualized a license renewal
16 form with renewal instructions. ~~A secure electronic version of the form shall also be available at~~
17 www.ncchiroboard.com. The license renewal form with instructions shall also be available at the Board's website,
18 www.ncchiroboard.com, or upon request at the Board's office. A licentiate desiring license renewal shall note on the
19 form **any** changes in name, address, specialty, employment circumstances, and ~~history of criminal convictions~~.
20 convictions since the last renewal form was submitted to the Board. The licentiate shall also note continuing education
21 obtained as set forth in Paragraph (e) of this Rule. on the form any professional development continuing education for
22 which the licentiate seeks credit pursuant to Rule .0210(d) of this Chapter. The licentiate shall submit the completed
23 form and the renewal fee prescribed in Paragraph (d) of this Rule to the Board before the deadline imposed by G.S.
24 90-155.

25 (c) Continuing Education. ~~The license renewal form issued by the Board shall recite the cumulative hours of~~
26 continuing education reported to the Board and credited to the individual licentiate for the current year. If the licentiate
27 wishes to receive credit for continuing education obtained but not reported to the Board, the licentiate shall note on
28 the license renewal form the name, date, sponsor, and duration of any unreported educational session. The Board shall
29 not award credit for the session until the sponsor confirms the licentiate's attendance or participation. The licentiate
30 shall note on the license renewal form any professional development continuing education for which the licentiate
31 seeks credit pursuant to 21 NCAC 10 .2109d). As used in G.S. 90-155, one "day" of continuing education shall be **is**
32 defined as **shall mean** nine hours. Any licentiate seeking a hardship waiver of the continuing education requirement
33 shall make written application to the Board explaining the nature and circumstances of the hardship. Upon the
34 applicant's showing that timely compliance with the continuing education requirement poses an undue hardship, the
35 Board, in its discretion, may waive the requirement in whole or part or grant an extension of time within which to
36 comply. "Undue hardship" includes protracted medical illness, natural disaster, or extended absence from the United
37 States. Except as provided in Paragraphs (d), (e) and (f) of this Rule, a licentiate seeking license renewal shall obtain

1 eighteen hours (“two days” two days) of Board-approved continuing education each calendar year. At least ten hours
2 shall be obtained by attending in-person educational sessions. As many as eight hours may be obtained in the manner
3 set forth in Rule .0210 of this Chapter. [The Board has created a secure portal on its website to help licentiates keep
4 track of continuing education hours earned over the course of the year. The Board also maintains a list of approved
5 continuing education courses on its website.] The Board shall not award credit for any continuing education hours
6 until the sponsor or licentiate submits to the Board the sponsor’s certificate of attendance or course completion.

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

12 (e) Hardship Waivers. A licentiate seeking a hardship waiver of the continuing education requirement shall make
13 written application to the Board no later than December 15th of the current year explaining the nature and
14 circumstances of the hardship. Upon the applicant’s showing that timely compliance with the continuing education
15 requirement poses an undue hardship, the Board, Board in its discretion, may waive the requirement in whole or part
16 or grant an extension of time within which to comply. “Undue hardship” includes shall include protracted medical
17 illness, natural disaster, or extended absence from the United States.

18 (f) Military Hardship. A licentiate who is serving in the armed forces of the United States and to whom G.S. 93B-
19 15(a) grants an extension of time to pay a renewal fee shall also be granted an identical extension of time to complete
20 the continuing education required for license renewal.

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

23 (h) Restoration of Cancelled License; Evidence of Proficiency. In order to provide evidence of proficiency, any a
24 former licentiate whose license has been cancelled for 180 or fewer days due to non-compliance with G.S. 90-155
25 shall be re-examined and shall pay the non-refundable application fee prescribed in 21 NCAC 10 .0202(d) Rule
26 .0202(d) of this [Chapter] to cover the cost of re-examination. Chapter. A former licentiate whose license has been
27 cancelled for more than 180 days shall comply with Rule .0203(f) of this Chapter in addition to this Paragraph.
28 Payment of the application fee shall not constitute payment of the statutory reinstatement fee. fee of twenty-five dollars
29 (\$25.00) mandated by G.S. 90-155.

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31 *History Note: Authority G.S. 90-142; 90-155; 93B-15;*
32 *Eff. February 1, 1976;*
33 *Readopted Eff. January 27, 1978;*
34 *Amended Eff. January 1, 1983; October 17, 1980;*
35 *Legislative Objection Lodged Eff. January 31, 1983;*
36 *Curative Amended Eff. February 18, 1983;*
37 *Amended Eff. June 1, 2015; July 1, 2011; January 4, 1993; December 1, 1988.*

1 21 NCAC 10 .0206, as published in the N.C. Register, vol. 32, issue 6, pages 664-5, is amended **with changes** as
2 follows:

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4 **21 NCAC 10 .0206 CERTIFICATION OF RADIOLOGIC TECHNOLOGISTS**

5 (a) ~~In order to be certified competent pursuant to G.S. 90-143.2, a person employed in a chiropractic office whose~~
6 ~~duties include the production of x rays or other diagnostic images must:~~

7 (1) ~~Complete a Board approved course in radiologic technology. To be approved by the Board, a~~
8 ~~radiologic technology course shall be at least 50 hours in length and provide sufficient instruction~~
9 ~~in the five subjects set forth in G.S. 90-143.2 to enable its graduates to satisfy the standards of~~
10 ~~acceptable care governing the production of X rays; and~~

11 (2) ~~Pass a proficiency examination administered by or under the authority of the Board of Examiners.~~

12 Application Procedure. After completing the education program described in Paragraph (b) of this Rule, a person
13 desiring certification as a radiologic technologist shall **[complete an application form available on the Board's website**
14 **(www.ncchiroboard.com);** pass a competency examination administered by or under the authority of the **[Board,**
15 **Board. The applicant shall complete an application form available on the Board's website, www.ncchiroboard.com,**
16 **and confirm and submit** that the applicant is at least 18 years of age, a high school graduate or the equivalent, and
17 possessed of good moral character. A photocopy of the applicant's birth certificate, driver's **[license] license, or**
18 government-issued identification card shall constitute *prima facie* evidence of the applicant's age. A photocopy of the
19 applicant's high school diploma, transcript, or general equivalency diploma (G.E.D.) shall constitute *prima facie*
20 evidence of the applicant's graduation from high school. An affidavit attesting to good moral character and signed by
21 a chiropractic physician or other responsible party who knows the applicant and is not related to the applicant shall
22 constitute *prima facie* evidence of the applicant's good moral character. **[Along with the completed application form,**
23 **the applicant shall pay to the Board an initial certification fee in the amount of twenty dollars (\$20.00). The preferred**
24 **method of payment is by credit card through the Board's website. The Board shall accept checks made payable to the**
25 **N.C. Board of Chiropractic Examiners but shall not accept cash.]**

26 (b) ~~Any person registered as "active" with the American Chiropractic Registry of Radiologic Technologists is deemed~~
27 ~~to have satisfied the educational requirements of Paragraph (a) of this Rule.~~ Approved Education Programs. In order
28 to be approved by the Board, a radiological technologist education program shall be at least 50 hours in length, of
29 which at least six hours shall be in-person didactic training with an instructor or instructors who, based on education
30 and experience, are **[deemed] competent [by the Board]** to teach the portion of the curriculum they have been assigned.
31 The education program shall provide sufficient instruction in the five subjects set forth in G.S. 90-143.2 to enable its
32 graduates to satisfy all applicable standards of care governing the production of X-rays. To obtain approval of an
33 education program, the program sponsor shall submit to the Board, at least 60 days prior to the proposed starting date,
34 all instructional materials to be used in the program, including a syllabus of the didactic **[training,] training** and a
35 *curriculum vitae* for each instructor.

36 (c) ~~A certificate of competency issued pursuant to G.S. 90-143.2 expires at the end of the calendar year in which it~~
37 ~~was issued but may be renewed upon a showing that the certificate holder completed six hours of Board approved~~

1 continuing education in radiologic technology during the year. Any person whose initial certificate expires less than
2 12 months after issuance is not required to obtain continuing education until entering the second year of certification.
3 A.C.R.R.T. Exemption. Any person registered as "active" with the American Chiropractic Registry of Radiologic
4 Technologists ~~is~~ shall be deemed to have satisfied the educational requirements of Paragraph (b) of this Rule.

5 (d) Any person seeking to renew a certificate of competency shall complete and submit the renewal application form
6 provided by the Board of Examiners and pay to the Board a renewal fee in the amount of twenty dollars (\$20.00).

7 Competency Examination. The competency examination shall be administered in person at least three times per year.
8 The Board shall publish on its website, www.ncchiroboard.com, the date, ~~time~~ time, and location of the examination
9 at least 90 days in advance. The Board may authorize additional testing sessions based on the number of applications
10 received. The minimum passing score is 70 percent.

11 (e) ~~The holder of a certificate issued pursuant to this Rule must display the certificate in the x ray room of the~~
12 ~~chiropractic clinic in which the holder is employed in a location where the certificate may be easily viewed by patients.~~

13 Certificate Expiration and Renewal. A certificate of competency issued pursuant to G.S. 90-143.2 shall expire at the
14 end of the calendar year in which it was issued but may be renewed upon a showing that the certificate holder
15 completed six hours of Board-approved continuing education in radiologic technology during the year. A radiologic
16 technologist whose initial certificate expires less than 12 months after issuance ~~is not~~ shall not be required to obtain
17 continuing education until ~~entering~~ the second calendar year of certification but shall be required to pay the renewal
18 fee at the end of the initial year of certification. A radiologic technologist seeking to renew a certificate of competency
19 shall ~~complete and submit the renewal application form available on the Board's website, www.ncchiroboard.com,~~
20 ~~submit evidence that the applicant has completed six hours of Board-approved continuing education. A certificate of~~
21 ~~attendance or completion issued by the course sponsor and filed with the Board shall constitute prima facie evidence~~
22 ~~that the applicant has completed the number of hours recited in the certificate. and~~ The applicant shall pay a renewal
23 fee in the amount of twenty-five dollars (\$25.00). ~~The preferred method of payment is by credit card through the~~
24 ~~Board's website. The Board shall accept checks made payable to the N.C. Board of Chiropractic Examiners but shall~~
25 ~~not accept cash.~~ The renewal fee shall not be paid in cash and may be paid by credit card through the Board's website,
26 www.ncchiroboard.com, or by a check made payable to the North Carolina Board of Chiropractic Examiners.

27 (f) ~~Other than licensed doctors of chiropractic, only those persons maintaining current certifications of competency~~
28 ~~in conformity with this Rule may produce x rays or other diagnostic images in chiropractic offices. A chiropractor~~
29 ~~who permits the production of x rays or other diagnostic images by a non-certified employee or an employee whose~~
30 ~~certification has expired shall be deemed in violation of G.S. 90-154.3.~~

31 Displaying Certificate. The holder of a certificate issued pursuant to this Rule ~~must~~ shall display the certificate in the
32 x-ray room of the chiropractic clinic in which the holder is employed in a location where the certificate may be easily
33 viewed by patients.

34 (g) ~~If a certificate of competency has lapsed due to non-renewal and the lapse does not exceed 12 months, the~~
35 ~~certificate holder may obtain reinstatement by demonstrating completion of six hours of Board-approved continuing~~
36 ~~education during or attributed to the preceding calendar year. If the lapse is greater than 12 months, no make up~~
37 ~~continuing education is required, but the certificate holder shall re-take and pass the proficiency examination described~~

1 ~~in Paragraph (a)(2) of this Rule. Regardless of the length of lapse, any person seeking reinstatement of a lapsed~~
2 ~~certificate shall comply with Paragraph (d) of this Rule. Compliance. Other than licensed doctors of chiropractic, only~~
3 ~~those persons maintaining current certifications of competency in conformity with this Rule may produce x-rays or~~
4 ~~other diagnostic images in chiropractic offices. A chiropractor who permits the production of x-rays or other~~
5 ~~diagnostic images by a non-certified employee or an employee whose certification has expired shall be deemed in~~
6 ~~violation of G.S. 90-154.3.~~

7 (h) Lapsed Certificates. If a certificate of competency has lapsed due to non-renewal and the lapse does not exceed ~~12~~
8 ~~months, 60 days,~~ the certificate holder may obtain reinstatement by demonstrating completion of six hours of Board-
9 approved continuing education ~~during or attributed to the preceding calendar year.~~ and paying the renewal fee set forth
10 in Paragraph (e) of this Rule. If the lapse is greater than 12 months, 60 days, no make-up continuing education is shall
11 be required, required but the certificate holder shall re-take and pass the ~~proficiency competency~~ examination
12 described in Paragraph ~~(a)(2) (d)~~ of this ~~Rule. Rule~~ and pay the initial certification fee set forth in Paragraph (a) of
13 ~~this [Rule to cover the cost of the examination.] Rule.~~ Regardless of the length of lapse, any person seeking
14 reinstatement of a lapsed certificate shall comply with Paragraph ~~(d)~~ (e) of this Rule.

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16 *History Note: Authority G.S. 90-143.2; 90-154.3*
17 *Eff. February 1, 1993;*
18 *Temporary Amendment Eff. January 1, 2003;*
19 *Temporary Amendment Expired October 31, 2003;*
20 *Amended Eff. July 1, 2010; January 1, 2004.*

1 21 NCAC 10 .0213, as published in the N.C. Register, vol. 32, issue 7, pages 665-6, is amended with changes as
2 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 clinical~~
6 ~~assistant competency certification. Applicants for clinical assistant competency certification shall be classified as~~
7 ~~follows.~~ Different certification requirements shall apply to each category.

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

13 ~~(2) (1) Reciprocity applicants. A "reciprocity applicant" is means~~ an applicant who is currently certified or
14 registered as a clinical assistant in another state whose requirements for certification or registration are
15 substantially similar to or more stringent than the requirements for certification in North Carolina.

16 ~~(3) (2) New applicants. A "new applicant" is means~~ any applicant who is not a ~~grandfathered applicant or a~~
17 reciprocity applicant.

18 (b) Requirements for Certification. Every applicant, regardless of classification, shall complete an application form
19 ~~provided by the Board and available on the Board's website (available at www.ncchiroboard.com) and requiring the~~
20 ~~applicant to confirm~~ and submit documentary evidence satisfactory to the Board that the applicant is at least 18 years
21 of age, a high school graduate or the equivalent, and possessed of good moral character. A photocopy of the applicant's
22 birth certificate, driver's license license, or government-issued identification card shall constitute *prima facie* evidence
23 of the applicant's age. A photocopy of the applicant's high school diploma, transcript, or general equivalency diploma
24 (G.E.D.) shall constitute *prima facie* evidence of the applicant's graduation from high school. An affidavit attesting
25 to good moral character and signed by a chiropractic physician or other responsible party who knows the applicant
26 and is not related to the applicant shall constitute *prima facie* evidence of the applicant's good moral character. Every
27 applicant, regardless of classification, shall pay to the Board an initial certification fee in the amount of twenty dollars
28 (\$20.00). ~~The preferred method of payment is by credit card through the Board's website. The Board shall accept~~
29 ~~checks made payable to the N.C. Board of Chiropractic Examiners but shall not accept cash.] The initial certification~~
30 ~~fee shall not be paid in cash and may be paid by credit care through the Board's website, www.ncchiroboard.com, or~~
31 ~~by a check made payable to the North Carolina Board of Chiropractic Examiners.~~ In addition to the ~~foregoing~~ general
32 certification requirements, an applicant shall satisfy the requirements for the applicant's individual category,
33 appropriate category of certification, as follows:

34 ~~(1) Grandfathered Applicants. A grandfathered applicant shall submit, on a form provided by the Board~~
35 ~~(available at www.ncchiroboard.com), an attestation signed by the applicant's employing physician confirming~~
36 ~~that the applicant is currently employed as a clinical assistant, has received sufficient on-the-job training, in the~~
37 ~~judgment of the employer, to perform the duties of a clinical assistant, and has amassed at least 500 hours of work~~

1 ~~experience in the capacity of a clinical assistant as of the effective date of this Rule. In addition, a grandfathered~~
2 ~~applicant shall take and pass a refresher proficiency examination administered by or under the authority of the~~
3 ~~Board, as described in Paragraph (d) of this Rule. (Note: grandfathered applications shall only be accepted for~~
4 ~~120 days after the effective date of this Rule.)~~

5 ~~(2)~~ (1) Reciprocity Applicants. A reciprocity applicant shall submit a copy of the applicant's current certification
6 or registration as a clinical assistant in a state with which North Carolina reciprocates and shall also submit written
7 confirmation from the state's certifying authority or registrar that the applicant is in good standing in **said that**
8 state.

9 ~~(3)~~ (2) New Applicants. A new applicant shall submit evidence **satisfactory to the Board** that the applicant has
10 completed an approved clinical assistant education program as described in Paragraph (c) of this Rule. A
11 certificate of completion filed with the Board by the program sponsor shall constitute *prima facie* evidence that
12 the applicant has obtained the required education. A new applicant shall also take and pass the standard
13 proficiency examination administered by or under the authority of the Board, as described in Paragraph (d) of this
14 Rule.

15 (c) Education Programs. In order to be approved by the Board, a clinical assistant education program for new
16 applicants shall be at least 24 hours in length, of which at least six hours shall be in-person didactic training with an
17 instructor or instructors who, based on education and experience, are **deemed** competent **by the Board** to teach the
18 portion of the curriculum they have been assigned. Credit for online coursework shall not exceed 18 hours, and all
19 online coursework shall precede didactic training. **At a minimum, the The** education program shall provide sufficient
20 instruction in the five subjects set forth in G.S. 90-143.4(c) to enable its graduates to satisfy all applicable standards
21 of care. To obtain approval of an education program, the program sponsor shall submit to the Board, at least ~~30~~ **60**
22 days prior to the proposed starting date, all instructional materials to be used in the program, including a syllabus of
23 the didactic training, and a *curriculum vitae* for each instructor.

24 (d) Examinations. ~~The refresher proficiency examination shall emphasize the practical skills possessed by~~
25 ~~grandfathered applicants and shall be available online.~~ The standard proficiency examination for new applicants shall
26 assess both academic knowledge and practical skills acquired through education programs and shall be administered
27 in person at least four times per year on ~~the fourth Saturday in January, April, July and October.~~ dates and at locations
28 to be announced by the Board at least 90 days in advance and published on the Board's website,
29 www.ncchiroboard.com, on the fourth Saturday in January, April, July and October. In its discretion, the Board may
30 authorize additional testing sessions based on the number of applications received. The minimum passing score on the
31 examination is 75 percent. ~~(Note: the refresher proficiency examination for grandfathered applicants shall be~~
32 ~~discontinued 120 days after the effective date of this Rule.)~~

33 (e) Certificate Expiration and Renewal. Unless renewed, a certificate of competency shall expire on June 30th of the
34 ~~second~~ **third** year following the year in which it was issued. A certificate holder seeking to renew **shall complete a**
35 **renewal application form provided by the Board (available at www.ncchiroboard.com) and** shall submit evidence
36 **satisfactory to the Board** that the applicant has completed six hours of Board-approved continuing education. A
37 certificate of attendance or completion issued by the course sponsor and filed with the Board ~~by the program sponsor~~

1 shall constitute *prima facie* evidence that the applicant has completed the number of hours recited in the certificate.
2 The applicant shall pay to the Board a renewal fee in the amount of ~~ten dollars (\$10.00)~~ twenty-five dollars (\$25.00).
3 [The preferred method of payment is by credit card through the Board's website. The Board shall accept checks made
4 payable to the N.C. Board of Chiropractic Examiners but shall not accept cash.] The renewal fee shall not be paid in
5 cash and may be paid by credit card through the Board's website, www.ncchiroboard.com, or by a check made payable
6 to the North Carolina Board of Chiropractic Examiners.

7 (f) Lapsed Certificates. If a certificate of competency has lapsed due to non-renewal and the lapse does not exceed ~~12~~
8 ~~months, 60 days~~, the certificate holder may obtain reinstatement by making up the accrued deficiency in continuing
9 education. If the lapse is greater than ~~12 months, 60 days~~, no make-up continuing education shall be required, but the
10 certificate holder shall re-take and pass the ~~standard~~ proficiency examination for new applicants. Regardless of the
11 length of lapse, a certificate holder seeking reinstatement shall pay ~~to the Board a~~ the renewal fee ~~in the amount of ten~~
12 ~~dollars (\$10.00)~~, set forth in Paragraph (e) of this Rule.

13 (g) Exemptions. Graduates of accredited chiropractic colleges and students enrolled in accredited chiropractic colleges
14 who are serving college-sponsored preceptorships in North Carolina are deemed by the Board to have satisfied all
15 requirements imposed by this Rule and are declared shall be deemed competent to perform the duties of a clinical
16 assistant. Any person who qualifies for exemption and who works as a clinical assistant in this state for more than ~~120~~
17 180 days shall submit an the application form to the Board asserting described in Paragraph (b) of this Rule and note
18 the claim of exempt status status. (form available at www.ncchiroboard.com) but Exempt persons shall not be required
19 to submit pay a certification fee.

20
21 *History Note: Authority G.S. 90-142; 90-143.4;*
22 *Eff. July 1, 2014.*