21 NCAC 10 .0207 CONTINUING EDUCATION SEMINARS

(a) Approval of Seminars. Only continuing education seminars approved by the Board shall count towards satisfying the requirements for license renewal. The sponsor and co-sponsors of any proposed seminar shall be responsible for submitting all the information outlined on the Board's Course Application ("Application") to enable the Board to evaluate the seminar in accordance with this Rule. The Application can be found on and must be submitted pursuant to instructions on the Board's website at https://ncchiroboard.com. All applications must reflect that the seminar for which approval is being sought has been previously approved no more than 12 months prior to the date of the seminar by one of the following organizations:

(1) Any chiropractic college recognized by the Council on Chiropractic Education (CCE);
(2) Federation of Chiropractic Licensing Boards, PACE program; or
(3) Any other chiropractic association that can demonstrate an active membership base of at least 200 members.

(b) Applications. In addition to the information set forth in Paragraph (a) of this Rule, all Applications must also contain the following information:

(1) Whether the course's target audience is doctors of chiropractic, certified chiropractic assistants, or x-ray technicians;
(2) The course title;
(3) The beginning and end dates on which the course will be offered;
(4) Whether the course will be offered online or in a physical location;
(5) If the course is offered in a physical location, the cities and states in which the course will be offered;
(6) The manner in which the sponsor or co-sponsor will verify the attendance of licentiates;
(7) The name and contact information of the sponsor and co-sponsor;
(8) The website at which information on the course offering will be available;
(9) The number of continuing education credits that the licentiates can obtain by attending the course; and
(10) Whether the course will provide doctors of chiropractic, certified chiropractic assistants, or x-ray technicians with continuing education credit toward eligibility for licensure renewal, certification, or recertification.

The Application shall be submitted at least 30 days prior to the date of the proposed seminar. Incomplete applications will not be processed.

(c) Duration of Approval. A seminar approval issued by the Board shall expire at the end of the calendar year for which approved. If the sponsor or co-sponsors of an approved seminar wish to repeat the seminar on a date beyond the approval period, a new application shall be submitted to the Board.

(d) Criteria for Approval. The Board's criteria for approving continuing education seminars is as follows:

(1) No practice-building or motivational seminars shall be approved;
(2) No seminar shall be approved that requires attendees, in order to be able to utilize the information presented at the seminar, to purchase equipment or clinical supplies available only through the seminar's instructors, sponsors, or co-sponsors;
(3) Each seminar subject shall pertain to chiropractic licensure in this State; and
(4) Each instructor shall submit a curriculum vitae or the equivalent demonstrating that he or she has an educational background in, or professional experience with, the subject or subjects he or she is scheduled to teach.

(e) Duties of Seminar Sponsor. Sponsors and co-sponsors of any approved continuing education seminar shall:

(1) Disclose on all brochures and advertising materials the name and address of each sponsor and co-sponsor and whether each sponsor and co-sponsor is a for-profit or not-for-profit entity;
(2) Be liable for all expenses incurred in holding the seminar;
(3) Give notice to the Board of any material changes in the seminar, including date, location, subject matter, or instructors; and
(4) Provide an agent at the seminar site who shall:
    (A) Monitor and report the attendance of each person attending the seminar, in accordance with the method identified in the Course Application submitted for the course;
    (B) Supervise the agenda and prohibit the presentation of any subject matter not approved by the Board; and

(C) Complete and submit to the Board a post-seminar review summarizing any problems experienced and any variance between the application for approval and the seminar as presented.

(f) Sanction for Non-Compliance. By applying for seminar approval, each sponsor and co-sponsor agrees to admit to the seminar at no charge a representative of the Board for the purpose of observing compliance with this Rule. If the Board determines that a sponsor or co-sponsor has falsified the application for approval, has failed to keep attendance, has allowed the seminar as presented to vary from the agenda as set forth in the application, or has failed to adhere to any other provision of this Rule, the Board shall refuse to approve future seminar applications from the offending sponsor or co-sponsor or from any principal who is a partner or shareholder in the offending sponsor or co-sponsor.

History Note: *Authority G.S. 90-142; 90-143.2; 90-143.4; 90-155;*
Eff. January 1, 2004;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27, 2019;
Amended Eff. July 1, 2021; January 1, . 2020;
Readopted Eff. April 1, 2026.