

*** DRAFT – NOT FOR FILING ***

4734-7-03 **Continuing education.**

- (A) Written verification issued by the sponsoring entity of earned continuing education credit from categories 1 and/or 2 must be retained for no less than three full years. Such written verification shall include the licensee's name, license number, program name, program instructor, program sponsor, dates, and hours completed.
- (B) The board shall select applications for audit to verify that all continuing education requirements have been met. Licensees whose applications are selected for audit shall submit documentation of compliance with the required continuing education hours within thirty days from the date of the board's notification.
- (C) Licensees shall not destroy, alter, or otherwise make unavailable documentation of continuing education and shall produce such documentation upon demand.
- (D) Failure to maintain continuing education records rebuts the presumption that the required continuing education hours were met.
- (E) Licensees who received their initial license to practice chiropractic in Ohio ~~the same year they~~ and were awarded their doctor of chiropractic degree on or after January 1, 2009 are not required to ~~meet the~~earn chiropractic continuing education requirements to renew said license on or before April 1, 2010. ~~for the remainder of that calendar year.~~ Such licensees shall be required to meet all other aspects of the license renewal process in accordance with section 4734.25 of the Revised Code.
- (F) Licensees acting as associate examiners for the "National Board of Chiropractic Examiners" may receive a maximum of twenty-four hours per year of chiropractic continuing education credit in category 2.
- (G) Licensees teaching board-approved continuing education programs may be granted the number of hours in the category they taught. Such requests for approval shall be submitted to the board in writing no less than thirty days prior to the date of the program. Subsequent years' license renewal requirements shall not be met in whole or in part by instruction of the same course.
- (H) Licensees holding a current Ohio license, but not residing or practicing in Ohio, may achieve all of their continuing education credit outside of the state of Ohio. All continuing education credit achieved must comply with the requirements outlined in this chapter.
- (I) A waiver, extension, or reduction of continuing education hours may be granted to those licensees who establish that an illness, disability, or other good cause shown, affected a reasonable opportunity that precluded them from participating in continuing education activities. All requests for a waiver, extension, or reduction of

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continuing education hours must be made to the board in writing no less than thirty days prior to the expiration of the license.

- (J) Upon receipt of the renewal fee and acceptance of the renewal application, proof of renewal shall be mailed to the licensee no later than thirty days after acceptance. A request for duplicate or replacement proof of renewal shall be made to the board in writing.
- (K) If the board proposes to refuse to renew a chiropractic license and/or acupuncture certificate for the licensee's failure to meet the renewal requirements, the licensee shall be entitled to a hearing on the question of such proposed denial. Notice and hearing requirements incident to such proposed denial shall be in compliance with the provisions of Chapter 119. of the Revised Code and Chapter 4734-4 of the Administrative Code.
- (L) If after an audit is conducted, the board proposes to discipline a licensee for failure to meet the renewal requirements outlined in paragraph (A) of rule 4734-7-03 of the Administrative Code the licensee shall be entitled to a hearing on the question of such proposed discipline. Notice and hearing requirements incident to such proposed denial shall be in compliance with the provisions of Chapter 119. of the Revised Code and Chapter 4734-4 of the Administrative Code.