

CONTINUING EDUCATION APPLICATION

Form approved by the Federation of Chiropractic Licensing Boards 4/96 - Does not guarantee program approved. Check with board prior to submission as acceptance of form may vary from state to state.

BOARD(s) circle all you wish to apply to: AL AK AZ AR CA CO CT DE DC FL GA HI ID IL IN IA KS KY LA ME MD MA MI MN MS MO MT NE NV NH NJ NM NY NC ND OH OK OR PA RI SC SD TN TX UT VT VA WA WV WI WY

This application must be completed in its entirety. All final or draft advertisement brochures and/or promotional materials if used, must accompany the application. A course syllabus or outline, a vitae of all instructors and (if applicable) a letter verifying the speakers affiliation with an appropriate educational institution must also accompany this application. One copy (with attachments) must be submitted. Applications will be submitted to the Board for approval only when complete and the proper fee has been received. Acceptable program criteria may vary among boards.

NAME OF COURSE OR SEMINAR: _____

1. Organization or school presenting course _____

2. Contact information for person filling out this application:

Name _____ Phone: _____ Fax: _____ E-Mail _____

Address _____

3. Name of co-sponsor (if applicable) _____

4. Date(s) courses will be offered _____ Locations _____

5. Fee to be charged to participant _____ Fee covers _____

6. (a) Lecture (b) Convention (c) Forum (d) Workshop (e) Home Study

(e) Video Presentation (f) Other: _____

7. Exact hours course is scheduled for _____

8. Number of continuing education hours requested _____

9. Name(s) of instructors (*attach CV's or resumes*) _____

10. Provide name of attendance officer, method of certifying/assuring attendance, who maintains attendance records for verification? Michelle Yungblut, Director of CE. Please see attached document for method.

11. List text(s) and equipment used as aids _____

12. a. Is course approved/sponsored by a school having status with the CCE? Yes No

b. Is course approved/sponsored by any other healing arts school or college? Yes No

If YES to either, name school _____

13. Is an examination or evaluation process part of the program? *Describe* _____ No

14. Are any promotional publications or advertisements being used? Yes No
If YES, please attach final or draft copies (if draft, please mail a copy of the final version later).
15. Does this course include practice building, either as a part of the program itself, or as an optional offering? Yes No
If YES, please explain
16. Does this course either promote a product or apparatus or offer a product or apparatus as an optional item for inspection by those attending? Yes No
If YES, please explain
17. Will those attending be given a product as a gift or at a reduced price? Yes No
If YES, please explain

18. **TOPICS AND HOURS REQUESTED FOR APPROVAL: No. of Hrs**

- (A) Principles of Practice _____
- (B) Examination Procedures/Diagnosis _____
- (C) Physical therapy / Physiological therapeutics _____
- (D) Nutrition _____
- (E) Adjustive technique _____
- (F) Radiographic technique / safety (X-Ray) _____
- (G) Diagnostic imaging interpretation _____
- (H) Insurance reporting / Procedures _____
- (I) Practice management _____
- (J) Philosophy of Chiropractic _____
- (K) Risk management _____
- (L) Basic sciences _____
- (M) Research trends _____
- (N) Medical / legal _____
- (O) HIV prevention / education _____
- (P) Boundaries issues _____
- (Q) Scope of practice _____
- (R) Other _____

A syllabus or course outline may be submitted in lieu of hourly breakdown for long term courses.

NO

YES

Approved by the board:
 Name: _____
 Date: _____
 Approval # (if applicable) _____

Total Number of Hours Requested for Approval _____

19. I hereby certify that all information listed above is correct and that nothing has been omitted. The required enclosures are also included.

Print name _____ Signature _____
 Title _____

APPLICATION FEE ARRANGEMENTS Application Fee Attached

NOTE: PRIOR APPROVAL OF A CONTINUING EDUCATION COURSE BY A CHIROPRACTIC REGULATORY BOARD DOES NOT ASSURE FUTURE APPROVAL. APPROVAL OF A CONTINUING EDUCATION COURSE BY ONE BOARD DOES NOT IMPLY OR ASSURE APPROVAL BY OTHER BOARDS.