

64B2-13.004 Continuing Education.

(1) Required Hours. For the purpose of renewing a license, an applicant must demonstrate to the Board that he or she participated in at least forty (40) contact classroom hours (twenty-four (24) for Certified Chiropractic Physicians Assistants) of continuing chiropractic education during the past two (2) years. Only those contact classroom hours earned at Board approved continuing education courses or which comply with the provisions of this rule are acceptable. For purpose of this rule, the term “contact classroom hour” shall mean fifty (50) minutes of instruction offered through in-person courses or through online attendance continuing education courses complying with subsection (3). Live, synchronous online (“virtual live”) courses shall be considered to be in-person courses, and shall be approved pursuant to the approval criteria for in-person courses.

(2) Required Areas.

(a) Risk Management. At least three (3) hours shall be in the area of risk management. Two (2) of these three risk management hours shall specifically relate to the laws and rules of the board and the Department of Health. For the purpose of this rule, risk management means the identification, investigation, analysis, and evaluation of risks and the selection of the most advantageous method of correcting, reducing or eliminating identifiable risks. The laws and rules of the Board and the regulatory agency under which the Board operates include Chapters 456 and 460, F.S., and rule Division 64B2, F.A.C.

(b) Record Keeping/Documentation, Coding, and Ethics and Boundaries. Six (6) hours of the forty (40) shall be in the area of record keeping/documentation and coding; and two (2) hours of the forty (40) must be in the area of ethics and boundaries.

(3) Online Attendance Continuing Education.

(a) Definitions. For purposes of this rule, the following definitions shall apply.

1. “Online attendance continuing education course” means a competency based learning course presented through live, synchronous technology or through prerecorded video coupled with a means for course attendees to ask questions of the instructor(s) and receive responses in a timely manner. Such courses may be presented through video conferencing technologies or interactive computer based applications.

2. “Competency Based Learning” shall mean a course in which periodic challenge questions and a post-test is administered to assess the licensee’s mastery of the materials.

(b) Challenge questions. Challenge questions are offered during each credit hour of a course to verify the licensee’s attendance. A minimum of seventy-five percent (75%) of the challenge questions asked during each credit hour must be answered by the attendee to receive credit for that hour of content. If an attendee fails to answer at least 75% of the challenge questions, the attendee must retake the entire credit hour, and each credit hour must be completed before the next credit hour of content may be attempted. Challenge questions must be related to that credit hour’s content.

(c) Online Hours Allowed. A licensee may elect to obtain all required continuing education hours through online attendance continuing education courses.

(d) No online attendance continuing education course may be repeated for credit within the same biennium; this limitation does not apply to live, synchronous online courses.

(4) Licensees Certified in Acupuncture. Each licensee certified in acupuncture by the Board shall obtain four (4) hours of Board approved acupuncture continuing education. Two (2) hours shall be in the area of safety and risk management and two (2) hours shall be in the area of technique. These four (4) hours shall be obtained as part of the forty (40) hours required in each licensure biennium. Licensees certified in acupuncture must complete the hours required in subsection 64B2-13.004(2), F.A.C.

(5) Approval of Continuing Education Courses.

(a) Provider approval fees. Continuing education providers, including providers of continuing education in AIDS and risk management, seeking initial approval of continuing education courses by the Board shall pay a fee of \$250.00. Continuing education providers seeking renewal for the providership of approved courses shall also pay a \$250.00 fee each biennium. The initial fee and renewal fee shall be assessed per provider and not per course.

(b) Duration of approval. All continuing education courses are approved for credit for a period of two (2) years from the date first approved.

(c) Requirements for approval of all courses. To receive Board approval, all continuing education courses:

1. Shall be submitted for the Board’s approval at least sixty (60) days prior to the date of the scheduled presentation;
2. Must be offered for the purpose of keeping the licensee apprised of advancements and new developments in at least one of the following areas, provided that the continuing education is within the scope of chiropractic practice as defined in Chapter 460, F.S.:

- a. General or spinal anatomy,
- b. Physiology,
- c. General or neuro-muscular diagnosis,
- d. X-ray technique or interpretation,
- e. Chemistry,
- f. Pathology,
- g. Microbiology,
- h. Public health,
- i. Principles or practice of chiropractic,
- j. Risk management,
- k. Laboratory diagnosis,
- l. Nutrition,
- m. Physiotherapy,
- n. Phlebotomy,
- o. Acupuncture,
- p. AIDS,
- q. Law relating to the practice of chiropractic, the Board of Chiropractic Medicine and the regulatory agency under which the Board operates.

3. Shall have its sponsor submit to the Board at least the following:

- a. A detailed course outline or syllabus, including such items as method of instruction, testing materials, if any; and,
- b. A current curriculum vitae of each speaker or lecturer appearing in the program; and,
- c. The procedure to be used for recording attendance of those attendees seeking to apply for continuing education credit and the procedure for certification by the program's registrar of attendance to be submitted to the Board as verification. The provider must require a licensee provide a photo identification and sign in and out each time they enter or exit the meeting site and licensee's attendance must be certified by the course's registrar and submitted to the Board as verification. Providers of online attendance courses must explain how this requirement will be substantially met through the course's technology.

4. Shall be taught by one or more speakers or lecturers with at least one of the following qualifications:

- a. A current faculty member of a chiropractic college or school maintaining a standard and reputability approved by the Board, or a current faculty member at a medical or osteopathic college or a university which college or university is accredited by, or has status with, an agency or its successor which is recognized and approved by the United States Office of Education or the Council on Post Secondary Accreditation; or
- b. A post-graduate level instructor of a chiropractic college or school maintaining a standard and reputability approved by the Board, or a post-graduate level instructor at a medical or osteopathic college or a university which college or university is accredited by, or has status with, an agency or its successor which is recognized and approved by the United States Office of Education or the Council on Post Secondary Accreditation; and

5. Shall ensure the security of payment of registration fees.

(d) Additional requirements for approval of online attendance courses. In addition to the requirements of paragraph (5)(c), to receive Board approval, all online attendance continuing education courses must meet the following additional requirements.

1. All online attendance continuing education courses shall be competency based learning.
2. The continuing education provider must explain the appropriate level of technology required for the licensee to participate in the course.
3. The continuing education provider must have technical assistance available as appropriate to the course format.
4. The provider must allow access to the online program to a Board member for auditing purposes; and
5. Copies of all post-test and challenge questions must be submitted for Board review.

(e) As an alternative to submission of online courses to the Board for review, providers may submit online courses through the Federation of Chiropractic Licensing Boards, Providers of Continuing Education (PACE) Pre-Check Expedited Course Submission process. If this process is used, the course must be submitted to the Board for final approval.

(6) Acupuncture Certification. Hours completed to satisfy the requirements of Rule 64B2-11.012, F.A.C., shall satisfy the requirements of this rule.

(7) Alternative Means of Earning Continuing Education Credits.

(a) Attendance at Board Meetings. Five (5) hours of continuing chiropractic education in the subject area of risk management may be obtained by attending one full day or eight (8) hours of a Board meeting (whichever is shorter) at which disciplinary hearings are conducted by the Board of Chiropractic Medicine in compliance with the following:

1. The licensee must sign in with the Executive Director of the Board or designee before the meeting day begins.

2. The licensee must remain in continuous attendance.

3. The licensee must sign out with the Executive Director of the Board or designee at the end of the meeting day or at such other earlier time as affirmatively authorized by the Board. A licensee may receive CE credit in risk management for attending the Board meeting only if he or she is attending on that date solely for that purpose; he or she may not receive such credit if appearing at the Board meeting for another purpose.

(b) Expert Witnesses. In addition to the continuing chiropractic education credits authorized above, any volunteer expert witness who is providing expert witness opinions for cases being reviewed pursuant to Chapter 460, F.S., shall receive five (5) hours of credit in the area of risk management for each case reviewed up to a maximum of ten (10) hours per biennium. In this regard, volunteer expert witnesses are encouraged to perform a literature survey in conjunction with a review of cases for the Board.

(c) Course Instructors; Speakers; Panelists. In addition to the continuing chiropractic education credits authorized above, a course instructor or speaker, for one presentation only per biennium, will receive ten (10) hours of credit for a continuing education program sponsored by a Board approved provider. A panelist at a conference of healthcare professionals at a Board approved conference, shall receive five (5) hours of risk management continuing education credit per biennium.

(d) Department Test Examiners and Consultants. In addition to the continuing chiropractic education credits authorized above, test examiners who have passed their trainee period and were used by the Department of Health during the biennium and test consultants who assist the Department in writing and reviewing the questions for the laws and rules examination will receive two (2) hours of laws and rules continuing education credit for the biennium.

(e) Service on Probable Cause Panels. In addition to the continuing chiropractic education credits authorized above, former Board members will receive thirteen (13) hours of continuing education credit for the required hours in laws and rules, risk management, prevention of medical errors, boundaries and ethics, and record-keeping and documentation per biennium for service on a Probable Cause Panel.

(f) NBCE Test Examiners or Graders. In addition to the continuing chiropractic education credits authorized above, any Florida licensee who participates as an examiner/grader for the National Board of Chiropractic Examiners (NBCE) shall receive up to nineteen (19) hours of general continuing chiropractic education for each examination administration in which he/she participates.

(g) Board Members. Board members shall receive thirteen (13) hours of continuing education for the required hours in laws and rules, risk management, prevention of medical errors, boundaries and ethics, and record-keeping and documentation credit for each full or partial biennium served on the Board.

Rulemaking Authority 456.013, 456.025(7), 460.408(3) FS. Law Implemented 456.013(6), (8), (9), 456.025(7), 456.036(10), 460.408 FS. History—New 1-10-80, Amended 11-25-80, 1-13-82, Formerly 21D-13.04, Amended 6-22-86, 7-5-87, 1-25-88, 10-17-90, 10-15-92, Formerly 21D-13.004, Amended 10-26-93, Formerly 61F2-13.004, Amended 3-16-95, 7-18-95, 6-11-96, Formerly 59N-13.004, Amended 6-24-98, 8-4-99, 7-11-02, 11-30-03, 4-17-05, 11-14-06, 11-13-07, 7-1-09, 5-17-10, 8-22-11, 10-21-12, 7-10-13, 7-8-15, 11-15-16, 5-30-17, 1-22-18, 8-5-18, 9-5-19, 7-22-21, 11-17-21.