

## Chapter Chir 3

### LICENSE REGISTRATION AND RENEWAL

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**Note:** Chapter Chir 3 as it existed on December 31, 1984 was repealed and a new chapter Chir 3 was created effective January 1, 1985.

**Chir 3.01 Registration and renewal of license.** Every person granted a license as a chiropractor shall be deemed registered for the current registration period. Licensees shall qualify biennially for certificates of renewal of license registration.

**History:** Cr. Register, December, 1984, No. 348, eff. 1-1-85; am. Register, September, 1999, No. 525, eff. 10-1-99.

**Chir 3.02 Biennial registration. (1) REQUIREMENTS FOR RENEWAL.** To renew and obtain a new certificate of registration a licensee shall, by December 31 of the even-numbered year following initial licensure and every 2 years thereafter, file with the department:

- (a) An application for renewal on a form prescribed by the department.
- (b) The fee required under s. 440.08 (2) (a), Stats.
- (c) Evidence that the licensee has, during the biennial period immediately preceding application, completed the continuing education requirement specified in s. 446.02 (1) (b), Stats., except that the requirement may be waived if the licensee was not practicing in Wisconsin during that period.

**(2) REQUIREMENTS FOR LATE RENEWAL.** A licensee who fails to meet the requirements in sub. (1) by the renewal date shall cease and desist from practice as a chiropractor. Within 5 years following the renewal date, a licensee may renew and obtain a new certificate of registration by filing with the department the materials specified in sub. (1) and a late renewal fee specified in s. 440.08 (3) (a) 1. or 2., Stats.

**(3) REQUIREMENTS FOR REINSTATEMENT. (a) Reinstatement following failure to renew.** A licensee who fails to renew within 5 years of the renewal date may be reinstated by meeting requirements in sub. (2), and may be required to take an examination prescribed by the board.

**(b) Reinstatement following disciplinary action.** An applicant for reinstatement of license following disciplinary action shall meet requirements in sub. (1) and may be required to successfully complete an examination as the board prescribes.

**History:** Cr. Register, December, 1984, No. 348, eff. 1-1-85; am. (1) (intro), (a), (b), (2) and (3) (a), Register, January, 1993, No. 445, eff. 2-1-93; am. (1) (b), Register, September, 1999, No. 525, eff. 10-1-99.

**Chir 3.03 Licensure by endorsement. (1) QUALIFICATIONS.** The board shall grant a license to a chiropractor who holds a valid license by the proper authorities of any other jurisdiction provided the applicant:

- (a) Does not have an arrest or conviction record subject to ss. 111.321, 111.322 and 111.335, Stats.
- (b) Has graduated from a college of chiropractic accredited by the council on chiropractic education and approved by the board.
- (c) 1. Has graduated from a reputable college of chiropractic, if the applicant first applied for any license to practice chiropractic in any jurisdiction before July 1, 1960.
- 2. Has completed at least the first 2 years of a baccalaureate degree program at a college or university accredited by an accrediting body nationally recognized by the secretary of the United

States department of education, if the applicant first applied for any license to practice chiropractic in any jurisdiction on or after July 1, 1960.

3. Has graduated with a baccalaureate degree from a college or university accredited by an accrediting body nationally recognized by the secretary of the United States department of education, if the applicant first applied for any license to practice chiropractic in any jurisdiction on or after July 1, 1998.

**Note:** Accrediting bodies nationally recognized by the secretary of the federal Department of Education include the New England Association of Schools and Colleges, the Middle States Association of Colleges and Schools, the North Central Association of Colleges and Schools, the Northwest Association of Schools and Colleges, the Southern Association of Colleges and Schools, and the Western Association of Schools and Colleges.

(d) Has been engaged in clinical chiropractic case management at least 24 hours per week in one or more jurisdictions in which the applicant has a current license for at least 3 of the 5 years immediately preceding application in Wisconsin.

(e) Has successfully completed a practical examination demonstrating clinical competence which, in the board's judgment, is substantially equivalent to the practical examination demonstrating clinical competence administered by the board.

(f) Has successfully completed the special purpose examination in chiropractic, if the applicant has not taken the initial licensure examinations of the national board of chiropractic examiners.

(g) Has successfully completed a state law examination on the provisions of the Wisconsin statutes and administrative rules relating to chiropractic.

(h) Has not had a license or other credential limited, suspended or revoked by a licensing or regulatory authority in Wisconsin or other jurisdiction.

**(2) APPLICATION PROCEDURE.** Each applicant shall file a completed application on forms provided by the board. The application shall include all of the following:

- (a) The signature of the applicant.
- (b) The fee required under s. 440.05 (1), Stats.
- (d) A certified transcript from a chiropractic college accredited by the commission on accreditation of the council on chiropractic education, or approved by the board, sent directly to the board by the college.

(e) A certified transcript verifying that the applicant has a bachelor's degree from a college or university accredited by an accrediting body nationally recognized by the secretary of the federal department of education if the applicant first applies for any license to practice chiropractic in any jurisdiction on or after July 1, 1998. The transcript shall be sent directly to the board by the college or university.

(f) Verification of successful completion of a practical examination demonstrating clinical competence. The verification shall be forwarded directly to the board from the state that administered the examination.

(g) Proof of successful completion of the special purpose examination in chiropractic or the examination of the national board of chiropractic examiners. The proof of completion shall be forwarded directly to the board from the institution that administered the examination.

(h) Proof of successful completion of the state law examination.

(i) Verification of licensure status in all states in which the applicant is or has been licensed to practice chiropractic.

(j) Information requested by the board relating to any convictions or pending charges for criminal offenses.

(k) An otherwise qualified applicant with a disability shall be provided with reasonable accommodations.

**Note:** Applications are available upon request to the board office located at 1400 East Washington Avenue, P. O. Box 8935, Madison, WI 53708.

**History:** Cr. Register, December, 1984, No. 348, eff. 1-1-85; r. and recr., Register, September, 1995, No. 477, eff. 10-1-95; am. (1) (e), (f), (2) (intro.), (b), (e) to (h), r. (2) (c), cr. (2) (k), Register, September, 1999, No. 525, eff. 10-1-99.

**Chir 3.035 Temporary chiropractic permits. (1)** The board may grant a temporary permit to practice chiropractic to any chiropractor who files an application prescribed by the board, pays the fee required under s. 440.05 (6), Stats., and meets all of the following conditions:

(a) The applicant has a chiropractic license in good standing in another jurisdiction and has no disciplinary action pending in connection with any chiropractic license the applicant holds.

(b) The applicant will be practicing chiropractic only as a chiropractor for participants in an athletic or performing arts event, or as an instructor in a specific chiropractic education seminar approved for continuing education by the board.

**Note:** Applications are available upon request to the Chiropractic Examining Board, 1400 East Washington Avenue, P.O. Box 8935, Madison, Wisconsin 53708.

**(2)** A temporary permit to practice chiropractic issued by the board is valid for 10 calendar days during the 12 month period immediately following its effective date, but no single period of practice under the temporary permit may exceed 3 calendar days. The applicant, or holder of a temporary permit, shall inform the board, in writing, of the locations at which and the dates on which the applicant or holder of the temporary permit will be practicing under the temporary permit, prior to engaging in practice under the temporary permit.

**(3)** A chiropractor holding a temporary permit to practice chiropractic may not use the temporary permit to provide relief services or practice coverage for the practice of any chiropractor licensed in this state. All temporary permits issued by the board shall bear the legend "limited to sporting or performing arts events and approved educational purposes."

**(4)** A temporary permit may be denied or revoked for any of the following reasons:

(a) Violation of any provision of ch. 446, Stats., or ch. Chir 6.

(b) Failure to pay the fees required under s. 440.05 (6), Stats.

(c) Provision of fraudulent or misrepresented information on the application for a temporary permit.

**History:** Cr. Register, September, 1994, No. 465, eff. 10-1-94; am (1) (intro.), (b) and (3), Register, September, 1999, No. 525, eff. 10-1-99.

**Chir 3.04 Display of license.** The license and certificate of biennial registration shall be displayed in a prominent place by every person licensed and currently registered by the board.

**History:** Cr. Register, December, 1984, No. 348, eff. 1-1-85.

**Chir 3.05 Change of name and address.** Every licensee shall report his or her address to the department and shall notify the board of a change of name or address within 30 days of the change.

**History:** Cr. Register, December, 1984, No. 348, eff. 1-1-85; am. Register, October, 1988, No. 394, eff. 11-1-88.

**Chir 3.06 Professional title.** A licensee shall use the suffix "D.C." or "Chiropractor" immediately following his or her surname for proper identification.

**History:** Cr. Register, December, 1984, No. 348, eff. 1-1-85; am. Register, June, 1993, No. 450, eff. 7-1-93.

**Chir 3.07 Professional liability insurance.** Every chiropractor practicing in the state of Wisconsin shall have professional liability insurance coverage in effect at all times in the amount of at least \$100,000 for each occurrence and \$300,000 for all occurrences in one year. The board shall conduct random audits of chiropractors licensed and practicing in this state, and institute disciplinary proceedings against any chiropractor who fails to submit proof that he or she has insurance coverage meeting the minimum limits required by this section.

**History:** Cr. Register, May, 1994, No. 461, eff. 6-1-94.

**Chir 3.08 Limited liability entities. (1)** A chiropractor may practice with or in a business that is organized as a limited liability organization under the laws of this state, including a limited liability partnership, a service corporation, and limited liability company.

**(2)** A chiropractor may not practice with or in a business organized so that a person other than a chiropractor has the right to direct or control the professional judgment of the chiropractor. This restriction does not prohibit a chiropractor from working with or in a business organized so that someone other than the patient pays the chiropractor's fee or salary, provided the fee or salary arrangements do not modify the chiropractor's obligation to his or her patient.

**(3)** Nothing in this section shall relieve a chiropractor from personal liability for any acts, errors or omissions of the chiropractor arising out of the performance of professional services.

**(4)** Nothing in this section shall relieve a chiropractor from the requirement that every practicing chiropractor shall have in effect professional liability insurance in the amounts required by the board in s. Chir 3.07.

**History:** Cr. Register, February, 2000, No. 530, eff. 3-1-00.