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### CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

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#### Requirements for Application for Approval of Continuing Education for Nevada License Renewal

1. Applications must be submitted on the FCLB-approved form thirty (30) days in advance of the beginning date of the seminar. If the application is received less than thirty days in advance of the beginning date of the seminar, a \$35.00 expedite fee must also be included.
2. The following must be submitted with the application:
  - A. \$50.00 application fee
  - B. Course outline and instructor vitae
  - C. Any promotional materials for the course
3. An application may include multiple dates/locations for the same seminar.
4. Applications are approved for each seminar for each calendar year. A new application must be submitted for any seminar that extends into another calendar year.
5. A seminar must be sponsored by a chiropractic college or another educational entity that has been approved by the CPBN, a state chiropractic board or association, or the ACA or the ICA or either of their successors.
6. Attendance must be physically monitored (home study tapes will not be approved).
7. Certification of attendance must be mailed direct to the Chiropractic Physicians' Board of Nevada. A list of attendees is acceptable, but must include the approval code, completion date, number of hours, and name of DC or CA.
8. Subjects must concern the clinical aspects of a practice or another topic that the CPBN determines to be in the best interest of the public. Non-clinical subjects such as practice building, practice management, will be denied.
9. All or specific portions of a seminar may be denied if the subject matter is not within the chiropractic scope of practice for Nevada licensees (NAC 634.385 (6a & b)). **Any deviation of the curriculum from that submitted for approval may result in denial of credit for some or all of the hours for Nevada license renewal.**
10. A letter of approval/denial will be sent to the sponsor in response to each seminar application.
11. Upon request, a representative of the CPBN shall be allowed to attend all or part of the seminar in order to monitor the content of the course or lecture and the procedures for taking attendance.