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Consumer Member
JULIE STRANDBERG
Executive Director

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

4600 Kietzke Lane, Suite M245

Reno, Nevada 89502-5000

Telephone (775) 688-1921

Website: <http://chirobd.nv.gov> Fax (775) 688-1920 Email: chirobd@chirobd.nv.gov

NOTICE OF MEETING

DATE: Thursday, January 10, 2019 **TIME:** 8:30 a.m.

LOCATION: Nevada State Board of Dental Examiners
6010 S. Rainbow Blvd., Bldg. A, Suite #1
Las Vegas, NV 89118

NOTE: ALL AGENDA ITEMS ARE FOR DISCUSSION AND FOR POSSIBLE ACTION UNLESS OTHERWISE NOTED. AGENDA ITEMS MAY BE TAKEN OUT OF ORDER, COMBINED FOR CONSIDERATION BY THE BOARD, OR PULLED OR REMOVED FROM THE AGENDA AT ANY TIME.

AGENDA

Call to order - determine quorum present.

Pledge of Allegiance – Dr. Colucci
Statement of Purpose – Dr. Martinez

Agenda Item 1 Public Interest Comments - No action.

- A. Public Comment will be taken at the beginning and at the end of each Board meeting;
- B. Public Comment may also be taken at other such times as requested so long as the request that Public Comment be taken will not interrupt ongoing Board business;
- C. Depending on the number of individuals wishing to address the Board, a reasonable time limit may be set. The Board will not restrict comments based upon viewpoint;
- D. No action may be taken upon a matter raised during Public Comment until the matter itself has been specifically included on an agenda as an item upon which action may be taken.
- E. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual the Board may refuse to consider public comment as per NRS 233B.126.

Agenda Item 2 Approval of agenda – For possible action.

The Board reserves the right to address items in a different order or combine two or more items to accomplish business in the most efficient manner. An item may be removed from the agenda or discussion may be delayed relating to an item at any time.

January 10, 2019 Meeting Agenda

Agenda Item 3 Approval of the October 5, 2018 Meeting Minutes and the November 15, 2018 Workshop Minutes. - For possible action.

Agenda Item 4 Ratification of granting of DC licenses to applicants who passed the examination from August to December 2018 – For possible action.

Agenda Item 5 Welcome New Board Member – No action.

Agenda Item 6 Legislative Matters – For possible action.

A. Strategies 360 – Dan Musgrove

Agenda Item 7 Consideration/decision related to the Settlement Agreement and Order of Jarina May Kong, DC - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. Kong.)

Agenda Item 8– Consideration/decision related to the application for DC licensure for Maria Velazquez, DC - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. Velazquez.)

Agenda Item 9– Discussion/possible action regarding the Matter of James Overland Jr., DC - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. Overland)

Agenda Item 10– Consideration/decision related to the temporary application for Patrick McCabe, DC - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. McCabe.)

Agenda Item 11– Consideration/decision related to the application for DC licensure for Natalie Elaine Stamos - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Ms. Stamos.)

Agenda Item 12 Consideration/decision related to the application for DC licensure for Mandana Pournaj-McEntire, DC - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. McEntire.)

Agenda Item 13 Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

- A. Complaint 16-11S (Colucci)
- B. Complaint 17-08S (Martinez)
- C. Complaint 17-24S (Jaeger)
- D. Complaint 17-28S (Colucci)

January 10, 2019 Meeting Agenda

- E. Complaint 18-08S (Jaeger)
- F. Complaint 18-10N (Martinez)
- G. Complaint 18-11S (Jaeger)
- H. Complaint 18-12S (Jaeger)
- I. Complaint 18-13S (Rovetti)
- J. Complaint 18-14S (Rovetti)
- K. Complaint 18-15S (Jaeger)
- L. Complaint 18-16N (Martinez)
- M. Complaint 18-17S (Jaeger)
- N. Complaint 18-18N (Martinez)

Agenda Item 14 FCLB/NBCE Matters – For possible action.

- A. Selection of Board's choice for FCLB Voting Delegate
- B. Selection of Board's choice for FCLB Alternate Delegate
- C. Selection of Board's choice for NBCE Voting Delegate
- D. Selection of Board's choice for NBCE Alternate Delegate
- E. Selection of Board Member to participate in the Spring National Board Part IV Exam - May TBD, 2019
- F. Selection of Board Member to participate in the National Board Part IV Test Committee meeting - June TBD, 2019
- G. Selection of Board Member to participate in the Fall National Board Part IV Exam - November TBD, 2019
- H. Other FCLB/NBCE matters

Agenda Item 15 Committee Reports

- A. Continuing Education Committee (Dr. Martinez) – For possible action.
- B. Legislative Committee (Dr. Jaeger) – For possible action.
- C. Preceptorship Committee (Dr. Rovetti) – For possible action.
- D. Test Committee (Dr. Rovetti) - For possible action.
 - a. CA Reference Guide
 - b. CA online examination guidelines

Agenda Item 16 Consider revision to proposed Board bill – For possible action.

Agenda Item 17 Board Counsel Report – No action.

Agenda Item 18 Executive Director Reports:

- A. Status of Pending Complaints – No action.
- B. Status of Current Disciplinary Actions – No action.
- C. Legal/Investigatory Costs – No action.
- D. 2019/2020 DC Renewal Statistics – No action.

Agenda Item 19 Financial Status Reports:

- A. Current cash position & projections – No action.
- B. Accounts Receivable Summary – No action.
- C. Accounts Payable Summary – No action.
- D. Employee Accrued Compensation – No action.
- E. Income/Expense Actual to Budget Comparison as of November 30, 2018 – No action.

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F. 2018 Audit – Bertrand and Associates - For possible action

Agenda Item 20 Discussion regarding Guidelines for Timely Response – For possible action.

Agenda Item 21 Discussion/interpretation of NAC 634.430(1) (d). For possible action.

- A. Is it lawful to give credit towards in-office services for a patient who was referred?
- B. Is there an unlawful amount to credit that patient?

Agenda Item 22 Discuss annual board counsel evaluation – For possible action

Agenda Item 23 Discuss annual staff evaluations and possible pay increase of the Executive Director & Licensing Specialist – For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character, alleged misconduct, or professional competence of Ms. Canady)

Agenda Item 24 Consideration of potential additions, deletions, and/or amendments to NRS 634 and NAC 634 – For possible action.

- A. NAC 634.XXX Mandatory Self-Inspection report
- B. NAC 634.635 Pleadings: Complaints (2) The original complaint must be in writing, signed and verified by the person making it and filed with the Executive Director of the Board.
- C. NAC 634.430 Clarify “reasonable time” ➡ The term does not include sexual conduct or sexual relations that take place between a licensee and his or her spouse or between a licensee and a person who was a patient after the chiropractor-patient relationship has been terminated for a reasonable time.
- D. NRS 634.105 Practice by qualified (DC) applicant for license waiting to take examination. May supervise no longer than 2 years.
- E. NRS 634. License Renewal: Pro-Rate Renewal, Change renewal date to birth date.
- F. NRS 634.130 Conduct random CE Audit - Violation if found out of compliance.

Agenda Item 25 Establish date for the next in-person Chiropractor’s Assistant examination – For possible action.

Agenda Item 26 Discussion/possible revisions to the Board Policies – For possible action.

- A. Confirm that all Self-Inspection must be completed on-line.
- B. Request for Application Package:
 - 1. Consider eliminating the application package request.
 - 2. Consider waiving the fee when documents are emailed to the applicant.
- C. Discuss \$500 fee for late renewals.

Agenda Item 27 Consideration of attendees at the Parker Seminar, Las Vegas, February 21-23, 2019. – For possible action

Agenda Item 28 NCA Report – No action.

Agenda Item 29 NCC Report – No action.

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Agenda Item 30 Correspondence Report – No action.

Agenda Item 31 Public Interest Comments – No action.

This portion of the meeting is open to the public to speak on any topic NOT on today's agenda and may be limited to 3 minutes.

Agenda Item 32 Adjournment – For possible action.

This agenda posted January 4, 2019 at the Chiropractic Physicians' Board of Nevada, 4600 Kietzke Lane, Suite M245, Reno, Nevada 89502; Office of the Attorney General, 100 North Carson Street, Carson City, Nevada 89701; Office of the Attorney General, 555, East Washington Avenue, Las Vegas, Nevada 89101; State Library and Archives, 100 North Stewart St., Carson City, Nevada 89701; CPBN Website: <http://chirobd.nv.gov>; and Notice.nv.gov.

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Julie Strandberg, Executive Director
Chiropractic Physicians' Board of Nevada
775-688-1921

by picking up the document(s), or by mailing a written request to:

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4600 Kietzke Lane, Suite M245
Reno, Nevada 89502

by faxing a request to: Julie Strandberg at: Facsimile No.: 775-688-1920

or by e-mailing a request to Julie Strandberg at: chirobd@chirobd.nv.gov

Note: "A request for notice lapses 6 months after it is made": NRS 241.020.3(b). Mailing a copy of the Chiropractic Physicians' Board meeting agendas will not be continued unless a request for reinstatement on the mailing list is submitted in writing every 6 months.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 1 Public Interest Comments – No action.**

- A. Public Comment will be taken at the beginning and at the end of each Board meeting;**
- B. Public Comment may also be taken at other such times as requested so long as the request that Public Comment be taken will not interrupt ongoing Board business;**
- C. Depending on the number of individuals wishing to address the Board, a reasonable time limit may be set. The Board will not restrict comments based upon viewpoint;**
- D. No action may be taken upon a matter raised during Public Comment until the matter itself has been specifically included on an agenda as an item upon which action may be taken.**
- E. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual the Board may refuse to consider public comment as per NRS 233B.126.**

RECOMMENDED MOTION: **Non-Action item.**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **3 minutes per person per topic**

BACKGROUND INFORMATION: **The public may speak to the Board about any topic not on the agenda but no action may be taken.**

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 2** Approval of Agenda – For possible action.

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RECOMMENDED MOTION: **No recommendation.**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **5 minutes**

BACKGROUND INFORMATION: **Agenda items may be addressed out of order to accommodate those present.**

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 3 Approval of the October 5, 2018 Meeting Minutes and the November 15, 2018 Workshop Minutes. - For possible action.

RECOMMENDED MOTION: Approve the minutes of the October 5, 2018 meeting and the November 15, 2018 workshop minutes as drafted.

PRESENTED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

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MEETING MINUTES

A meeting of the Chiropractic Physicians' Board was held on Friday, October 5, 2018 at the Grant Sawyer Building, 555 E. Washington Ave., Room 4400, as Vegas, NV 89101

The following Board Members were present at roll call:

Jason O. Jaeger, DC, President
Morgan Rovetti, DC, Vice President
Xavier Martinez, DC, Secretary-Treasurer
Benjamin Lurie, DC, Member
Maggie Colucci, DC, Member
Tracy DiFillippo, Esq., Consumer Member

Also present were Board Counsel, Louis Ling, Esq. and Executive Director Julie Strandberg. Mr. Bertoldo, Esq. Consumer Member was absent.

President, Dr. Jaeger determined a quorum was present and called the meeting to order at 8:33 a.m.

Dr. Colucci led those present in the Pledge of Allegiance. Dr. Lurie stated the Purpose of the Board.

Agenda Item 1 Public Interest Comments - No action.

There were no public comments.

Agenda Item 2 Approval of agenda – For possible action.

Dr. Colucci moved to approve the agenda. Ms. DiFillippo seconded, and the motion passed with all in favor.

Agenda Item 3 Approval of the July 19, 2018 Meeting Minutes - For possible action.

Dr. Lurie moved to approve the July 19, 2018 meeting minutes. Dr. Colucci seconded, and the motion passed with all in favor.

Agenda Item 6 Legislative Matters – For possible action.

Dan Musgrove provided the Board with the current list of bill draft requests that may affect the Chiropractic Physicians' Board during the 2019 Legislative Session and stated that Speaker Frierson confirmed that the Board's bill will be submitted. Mr. Musgrove stated that he and Dr. Jaeger have spoken with the Physical Therapy Board, Physical Therapy Association, and the Oriental Board to attempt to develop relationships and work in collaboration. Mr. Musgrove and Dr. Jaeger also informed the Boards' that the Chiropractic Physicians' Board would be introducing a bill to the 2019 legislative session. In addition, Mr. Musgrove stated that he has joined a firm called Strategies 360, who are a regional public affairs and lobbying firm in 12 western states. The Nevada office is led by former Senator, John Ocegura.

Agenda Item 4 Ratification of granting of DC licenses to applicants who passed the examination from July 2018 to October 2018 – For possible action.

Dr. Colucci moved to approve the ratification of granting of DC licenses to those who passed the examination from July to October 2018. Ms. DiFillippo seconded, and the motion passed with all in favor.

Agenda Item 5 Ratification of granting of CA certificates to applicants who passed the August 9, 2018 CA and Law examinations. – For possible action.

Dr. Lurie moved to approve the ratification of granting of CA certificates to those who passed the examinations on August 9, 2018. Dr. Colucci seconded, and the motion passed with all in favor.

Agenda Item 7 Discussion/possible action regarding the Matter of Mark Letterman, DC (Note: The Board may go into closed session pursuant to NRS 241 to consider the character, alleged misconduct, or professional competence of the applicants.) – For possible action.

Dr. Jaeger welcomed Dr. Mark Letterman and asked if he would like to go into closed session, and he denied. Pursuant to Dr. Jaeger's request, Dr. Letterman provided the Board with a brief history of his situation and why he had not practiced since graduating from Chiropractic College. Dr. Jaeger asked questions from the Board. Following discussion, Dr. Jaeger made a motion that Dr. Letterman take and pass the SPEC exam. Dr. Colucci seconded. Dr. Lurie recommended that Dr. Jaeger amend his motion to include 18 hours of continuing education in clinical sciences and /or chiropractic. Dr. Jaeger amended his motion to include the 18 hours of continuing education with a focus on clinical competency in addition to the SPEC to complete his application. Dr. Colucci seconded. Dr. Lurie also recommended that the amended motion include that a Board Member work with Dr. Letterman on selecting the course work relevant to clinical and public safety. Dr. Jaeger amended his motion to include that a Board Member be assigned to assist Dr. Letterman with the selection of his course work. Dr. Colucci seconded, and the motion passed with all in favor.

Agenda Item 8 Discussion/possible action regarding the Matter of Jessica McKelvey, DC (Note: The Board may go into closed session pursuant to NRS 241 to consider the character, alleged misconduct, or professional competence of the applicants.) – For possible action.

Dr. Jaeger welcomed Dr. Jessica McKelvey and asked if she would like to go into closed session, and she denied. Pursuant to Dr. Jaeger's request Dr. McKelvey provided the Board with a brief history of her situation and why she had not practiced since graduating from Chiropractic College nine years ago. Dr. Jaeger made a motion that Dr. McKelvey take and pass the SPEC exam

and take 36 hours of continuing education focusing on clinical sciences to complete her application. Dr. Jaeger stated that a Board Member would be assigned to assist Dr. McKelvey with the selection of her the course work. Dr. Lurie seconded, and then recommended that the Board obtain verification that Dr. McKelvey's student loan is current. Dr. Jaeger amended his motion to include the verification that Ms. McKelvey's student loan is current. Dr. Lurie seconded, and the motion passed with all in favor.

Agenda Item 11 NCA Report – No action.

Dr. Overland, President was present on behalf of the NCA. Dr. Overland stated that the NCA is holding a seminar on October 20-21, 2018 in Reno, NV and on October 27-28, 2018 in Las Vegas, NV. Dr. Overland stated that this year commemorates the NCA's 25th year as an association. Dr. Overland stated that effective October 1, 2018 the 2019 ICD-10 codes went into effect and the NCA will look at conducting a seminar since chiropractors continue to be behind with Medicare billing and coding. Dr. Overland stated that the NCA is working on the language for the silent PPO bill, which should benefit all chiropractors in the areas of Med-Pay, Workers' Compensation and those that do permanent partial disability for the Division of Industrial Relations. Dr. Overland stated that the travel to treat bill was passed in the US Senate 93-6, and is awaiting President Trump's signature. Dr. Overland stated that the NCA is working with the Workers' Compensation group of the NJA in Nevada. The NJA's bill requires that 25% of licensees of all health care professions be allowed to treat workers' compensation patients. Dr. Overland informed the Board that the NCA prepared a booklet to distribute to each of the legislators to educate them on chiropractic.

Agenda Item 10 Discussion/decision regarding an applicant's concerns regarding the Nevada jurisprudence examination for DC's – For possible action.

Dr. Lurie stated that a DC applicant submitted a request to the Board identifying specific questions on the DC jurisprudence examination that caused him concern. Dr. Lurie reviewed the questions and referenced them back to NRS and/or NAC. Dr. Lurie stated that following his review, he determined that the questions are fairly worded and spelled out. Dr. Lurie stated that an example of Dr. Silver's concerns, was that there is nothing that references a renewal grace period, however Dr. Lurie stated that it is very clear that the DC's license expires on the 31st of the year, which is in line with some of the other concerns by Dr. Silver. Dr. Lurie stated that the Board may choose to table this agenda item for a discussion at the next meeting, otherwise Dr. Lurie recommended that Dr. Silver retake the jurisprudence examination. Dr. Jaeger confirmed that Dr. Silver took the examination on-line. Dr. Rovetti stated that she also reviewed Dr. Silver's concerns and agreed with Dr. Lurie's review and recommendation that the questions are straight forward. Dr. Lurie recommended that the Board hold a workshop to discuss the examination in accordance with NRS and NAC. Dr. Lurie made a motion that Dr. Silver retake the examination. Dr. Jaeger seconded, and the motion passed with all in favor.

Agenda Item 16 Committee Reports 1:05

A. Continuing Education Committee (Dr. Martinez) – For possible action.

Dr. Martinez stated that there were several pending continuing education courses from the NCA and the NCC.

B. Legislative Committee (Dr. Jaeger) – For possible action.

Dr. Jaeger stated that Mr. Musgrove covered this.

C. Preceptorship Committee (Dr. Rovetti) – For possible action.

Dr. Rovetti stated that there was nothing new to report.

D. Test Committee (Dr. Lurie) - For possible action

Dr. Lurie recommended to move forward with putting the CA examinations online through Myicourse and recommended that the Board hold a workshop to review the examinations.

Agenda Item 9 Discussion/possible action regarding the Matter of James Overland, Jr., DC (Note: The Board may go into closed session pursuant to NRS 241 to consider the character, alleged misconduct, or professional competence of the applicants.) – For possible action.

Dr. Jaeger welcomed Dr. Overland Jr. and his attorney, Adam Fulton. Dr. Jaeger gave Dr. Overland Jr. the opportunity to go into closed session, and he denied. Dr. Jaeger summarized the discussion from the July 18, 2018 Board meeting, stating that the Board decided that Dr. Overland Jr. return to this meeting and identify what actions have been taken to be able to submit a complete application. Dr. Overland Jr. stated that he is scheduled to take the National Board Part IV and will be signing up for the SPEC exam. Dr. Overland Jr. stated that he brought a money order for \$250.00 towards his outstanding fines and Board costs and confirmed that he is committed to pay back his fines and Board costs. Dr. Jaeger asked that Dr. Overland Jr. return before the January Board meeting with the results of his testing.

Agenda Item 14 FCLB/NBCE Matters – For possible action.

A. District I & IV Meeting – Palm Springs, CA

Dr. Colucci stated that she was in attendance for the District I & IV meeting and gave an overview of the meeting. Dr. Lurie stated that he resigned from the National Board.

B. Other FCLB/NBCE matters

There were no other matters to discuss.

Agenda Item 17 Reassign Committees – For possible action

Dr. Lurie recommended Dr. Rovetti for the test committee. Dr. Jaeger seconded, and the motion passed with all in favor. There were no changes to the other committees.

Agenda Item 18 Executive Director Reports:

A. Status of Pending Complaints – No action.

B. Status of Current Disciplinary Actions – No action.

C. Legal/Investigatory Costs – No action.

Julie Strandberg provided a summary of the Executive Director reports.

Agenda Item 19 Financial Status Reports:

A. Current cash position & projections – No action.

B. Accounts Receivable Summary – No action.

C. Accounts Payable Summary – No action.

D. Employee Accrued Compensation – No action.

E. Income/Expense Actual to Budget Comparison as of August 31, 2018 – No action.

Julie Strandberg gave an overview of the Financial Status reports.

Agenda Item 15 Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

A. Complaint 16-11S (Colucci)

Dr. Colucci stated that the Advantage Group is finalizing the investigation for the January 2019 meeting.

B. Complaint 17-08S (Lurie)

Dr. Lurie stated that an expert witness has been obtained recommended that this case go to hearing. Mr. Ling stated that this case will need to be reassigned since this is Dr. Lurie's final meeting.

C. Complaint 17-18S (Jaeger)

Dr. Jaeger stated that the complainant alleged that the chiropractor mandated that they pay for their care up front and then stated that the chiropractor billed insurance. The complainant stated that they would provide documentation from their insurance company, however did not follow through and is no longer responsive. Dr. Jaeger recommended that this case be dismissed. Dr. Lurie made a motion to dismiss case 17-18S. Ms. DiFillippo seconded, and the motion passed with all in favor. Dr. Jaeger recused himself as the investigating board member.

D. Complaint 17-24S (Jaeger)

Dr. Jaeger stated that this complaint is pending legal action.

E. Complaint 17-26S (Colucci)

Dr. Colucci stated that the complainant alleged that the DC's were improperly performing MUA, however it has been confirmed that the DC's hold the proper certification to perform MUA and recommended dismissal. Dr. Jaeger made a motion to dismiss complaint 17-26S. Dr. Lurie seconded, and the motion passed with all in favor. Dr. Colucci recused herself as the investigating board member.

F. Complaint 17-28S (Colucci)

Dr. Colucci stated that this complaint was originally assigned to Dr. Lurie and has been reassigned. Dr. Colucci stated that Mr. Ling is waiting to hear from the DC's attorney.

G. Complaint 17-30S (Colucci)

Dr. Colucci stated that the complainant alleged that the DC's were improperly performing MUA, however it has been confirmed that the DC's hold the proper certification to perform MUA and recommended dismissal. Dr. Jaeger made a motion to dismiss complaint 17-30S. Ms. DiFillippo seconded, and the motion passed with all in favor. Dr. Colucci recused herself as the investigating board member.

H. Complaint 17-31S (Martinez)

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Dr. Martinez stated that the meetings held with the organization were successful and sufficient documentation was received. Dr. Martinez recommended that this complaint be dismissed. Dr. Jaeger made a motion to dismiss complaint 17-31S. Dr. Colucci seconded, and the motion passed with all in favor. Dr. Martinez recused himself as the investigating board member.

I. Complaint 18-03S (Colucci)

Dr. Colucci stated that the Advantage Group made several attempts to serve the DC with a citation for allegedly practicing without a Nevada license, however this individual cannot be located at this time. Dr. Colucci recommended that this complaint be placed in dormant status in the event the individual turns up.

J. Complaint 18-06S (Jaeger)

Dr. Jaeger stated that this was an anonymous complaint. The complainant indicated that the DC's website and signage stated that the practice was medical and chiropractic. Dr. Jaeger visited the practice and talked with the DC, who indicated that he had intermittently rented space to MD's in the past, however was not currently, although he felt he could include medical in his signage. Dr. Jaeger stated that the DC immediately updated the signage and the website, so he recommended dismissal. Dr. Rovetti made a motion to dismiss complaint 18-06S. Ms. DiFillippo seconded, and the motion passed with all in favor. Dr. Jaeger recused himself as the investigating board member.

K. Complaint 18-07S (Rovetti)

Dr. Rovetti reached out to the complainant with respect to their concern that the DC changed their impairment rating after speaking with the insurance company. Dr. Rovetti stated that the rating physician was initially not aware of a previous injury, however after the complete review of the patients file Dr. Rovetti determined that the final impairment rating appeared accurate. Dr. Rovetti advised the patient that they should discuss their concerns with the Division of Industrial Relations. Dr. Rovetti recommended that the complaint be dismissed. Dr. Jaeger made a motion to dismiss complaint 18-07S. Ms. DiFillippo seconded, and the motion passed with all in favor. Dr. Rovetti recused herself as the investigating board member.

L. Complaint 18-09S (Rovetti)

Dr. Rovetti stated that the complainant was upset with the amount charged and the way they received some of their treatments and felt that the DC and the attorney were in collusion because the DC offered a discount to the attorney. Dr. Rovetti reviewed the records with the complainant, who confirmed that all treatments that they paid for were received. Dr. Rovetti recommended that this complaint be dismissed. Dr. Lurie made a motion to dismiss complaint 18-09S. Dr. Colucci seconded, and the motion passed with all in favor. Dr. Rovetti recused herself as the investigating board member.

M. Complaint 18-10N (Martinez)

Dr. Martinez stated that he spoke with the complainant who alleged that they were injured as a result of a treatment and also spoke with the DC. Dr. Martinez stated that following his meeting with the DC he found several areas of concern as follows: omissions from the initial treatment record, failure to provide complete medical records,

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and failure to define scope of treatment, failure to obtain verbal consent, failure to record examination findings prior to rendering treatment and share the findings with the patient. Dr. Martinez summarized his recommendations and provided to Mr. Ling.

N. Complaint 18-11S (Jaeger)

Dr. Jaeger stated that complaint 18-11S and 18-12S will be taken together since they were submitted by the same complainant and are similar. The complainant alleged his work was assessed and criticized by an Independent Medical Examiner (IME), however the IME's are not licensed in Nevada. Dr. Jaeger stated that the complainant referenced NRS 683a.378 and NAC 683a.285, however Mr. Ling is not sure at this time how they will apply depending on the outcome of the Board's Attorney General Opinion. Dr. Jaeger stated that this complaint is ongoing.

O. Complaint 18-12S (Jaeger)

This complaint was discussed under agenda item N.

P. Complaint 18-13S (Rovetti)

Dr. Rovetti stated that this complaint is a dispute regarding medical bills and is still under investigation.

Q. Complaint 18-14S (Rovetti)

Julie Strandberg stated that this is the Board complaint against Dr. Nassiri. At the Board's July 19, 2018 meeting Dr. Nassiri appeared before the Board and stated that he had been performing chiropractic without a license. Ms. Strandberg stated that the citation was served and Dr. Nassiri has until October 6, 2018 to appeal the citation.

R. Complaint 18-15S (Jaeger)

Dr. Jaeger stated that this is an anonymous complaint who alleged that the DC was not present during business hours when patients were present for care and that staff was allegedly performing physiotherapy in the absence of the DC. Dr. Jaeger stated that he confirmed that the DC's self-inspection only references front desk staff. Dr. Jaeger stated that this complaint is still under investigation.

Agenda Item 21 Establish dates for future Board meeting(s) – For possible action.

Dr. Jaeger recommended that the 2019 Board meetings be held on Thursdays. The Board agreed on the following dates: January 10th, April 18th, July 18th, and October 10th.

Pursuant to Dr. Lurie's comments during the test committee discussion, Dr. Jaeger recommended that the Board hold a workshop in Reno on Thursday, November 15th and the Board agreed.

Agenda Item 22 Consideration of attendees at the January 24-27, 2019 FARB in New Orleans, LA – For possible action.

October 5, 2018 CPBN Meeting Agenda

Dr. Jaeger asked if anyone was available or interested in attending the January 2019 FARB conference, however nobody was able to attend.

Agenda Item 23 Correspondence Report – No action.

Julie Strandberg provided an overview of the NBCE correspondence.

Agenda Item 20 Consideration of potential additions, deletions, and/or amendments to NRS and NAC 634 – For possible action.

A. Mandatory Self-Inspection report

Dr. Jaeger reviewed the proposed language and stated his concern with Section 2 (2)(c) with respect to not allowing the independent contractor performing cover work to not bill. Dr. Rovetti stated concern with Section 2(1) with respect to staff who have their own license, i.e. massage therapist, the wording may be confusing whether someone working in the DC's office cannot conduct massage when the DC is not in the office. Mr. Ling clarified that the intent of the language is to stop CA's from performing duties without the DC in the office. Following discussion, Mr. Ling stated that a revised draft will be brought back before the Board at its next meeting.

B. Fines for not meeting deadlines. i.e. Self-Inspection ends at 1:53

Following discussion, Mr. Ling recommended that the Board should initially get the self-inspection language written.

C. NAC 634.339 (1) (d) Shall not supervise more than one student. 1:53:18

Dr. Jaeger recommended that the language in NAC 634.339(1)(d) be revised to allow a Preceptor doctor to supervise up to four students. Dr. Lurie stated that a DC can supervise up to four chiropractor's assistants without any education, so a DC should be able to supervise four students who do have the appropriate education.

Dr. Lurie was not in attendance for the remainder of the meeting.

Agenda Item 12 NCC Report – No action.

Andrea Waller, Executive Director was present on behalf of the NCC. Ms. Waller stated that the NCC held a successful 2018 seminar in Northern Nevada with three speakers and the attendees earned eight continuing education credits. The NCC will also hold a one day seminar on Saturday, October 27, 2018 in Las Vegas, NV and will offer 10 continuing education credits. Ms. Waller stated that the NCC continues its membership drive and the membership continues to grow. Dr. Jaeger asked if there were questions from the Board. Dr. Martinez reflected on the July 19, 2018 meeting and stated that he felt that it was highly inappropriate for the NCC to use their agenda item to cast against a member on the Board and encouraged the NCC leadership to issue a formal apology to Dr. Rovetti, to this Board, and by extension to Governor Brian Sandoval. Ms. Waller stated that she would report Dr. Martinez's comments back to the Board. Dr. Rovetti asked how many members the NCC had? Ms. Waller stated that there are 30 members. Dr. Rovetti continued by saying at the last meeting it was reported there were 30 something and then Dr. Rovetti had someone come to her office last year who said there were about 40. Dr. Rovetti stated as Dr. Martinez was saying, there is a reason why the members come into play. Dr. Rovetti stated that her suspicions are, that the NCC is more of an independent practice organization (IPO or IPA)

rather than an actual association, because the founder is a CBP, the seminars are focused around CBP, the members are mostly comprised of that organization, and it doesn't seem like the NCC's agenda is for the majority of the profession, but focused toward a specific demographic. Dr. Rovetti stated that certain organizations in Nevada do not recognize the NCC as an association, specifically the Culinary Health Sciences. Dr. Rovetti stated that the reason there is a concern distinguishing between an association and an IPA/IPO is because, as an association there is an item on the agenda to speak on, you get to sponsor seminars, and use titles such as founder, president, or member when advertising. Dr. Rovetti stated that Nevada has a lot of stipulations on how you can advertise yourself, as to not mislead the public. Dr. Rovetti stated that she thinks it's good that Nevada has two associations, because usually, two associations with the same purpose are going to try to outdo each other for members and push each other forward, however in this case Dr. Rovetti does not feel that the NCC is an association, which is why she asks general questions about the NCC at every meeting and based on the defensive response grows her suspicions further. Dr. Rovetti stated that if the NCC didn't have anything to hide, not that she is saying that the NCC is hiding something, it shouldn't be fought with such an aggressive response to general questions. Ms. Waller stated that she is the Executive Director and may not be able to address all the questions/comments. Ms. Waller confirmed that she counted the members who paid this year, however the NCC does have other members that didn't renew, but attended seminars. Ms. Waller confirmed that a number of the NCC's seminars are philosophy based and address different forms of chiropractic practice. Ms. Waller asked Dr. Rovetti what her other questions were. Dr. Rovetti stated that she is trying to understand who the NCC is and who the members are comprised of, and she doesn't feel the Board gets a straight answer. Ms. Waller stated that there were several doctors who created the NCC who practice different types of chiropractic, such as Dr. Brad Pastro and Dr. Stephanie Youngblood as well as Dr. Jason Jaeger and other who she stated that she could not think of at the moment. Ms. Waller stated that the NCC has approached the Culinary Health Sciences to be recognized as a state association and they advised the NCC that they need to hold more seminars, so the NCC will sponsor three seminars this year. Dr. Jaeger confirmed with Ms. Waller that the NCC is a Corporate Charter, 501c, and asked Ms. Waller to state the general purpose of the NCC. Ms. Waller stated that the goal is to preserve the integrity of the chiropractic profession. Dr. Jaeger clarified that he the only founding member who uses the CBP approach, and stated that the NCC is not a CBP club and Ms. Waller agreed. Dr. Jaeger stated that he was an odd-man out, because he practices physiotherapy based and other practitioners are adjustment only. Dr. Jaeger stated that an association does not obtain association status based off of a particular self-funded insurance company, including that association for its membership, which is not a definition of what an association would be. Dr. Jaeger stated that the culinary union approached the NCC when he was involved with the executive board. Dr. Jaeger stated that he also sees value in having two associations as it causes ire within the profession and within the other association to kick in, and do well for chiropractors and look out for the well-being of chiropractors and chiropractic, because that is the purpose of a state association. Dr. Jaeger clarified that when he has been asked to speak by the NCC he has not spoken about CBP, but about chiropractic. Dr. Jaeger stated that he has seen some good dialogue occur between current and former Board members, ACA members, and NCA members at a recent annual convention that was constructive toward some positive things that both associations can do. Dr. Jaeger stated that he was saddened that there was discord at the last meeting. Dr. Jaeger reminded the Board that Dr. Overland directed his comments on behalf of the NCA at him at a prior meeting. Dr. Rovetti stated that this is an open meeting and everyone has the right to express their opinions and she stated that she does not take things personally and stands by the fact that two associations are good. However, Dr. Rovetti is unsure why a separate

association formed and stated that there is usually a key difference, because if we are all moving toward the same goal, it would probably be more powerful to unite as one. Ms. Waller stated that her understanding of why the NCC was formed was due to philosophical reasons. Dr. Jaeger asked if the Board was comfortable with him answering Dr. Rovetti's questions since he was there and stated that he will not comment as this Board's President. Mr. Ling stated that this conversation doesn't need to take place at a Board meeting, the agenda item is the NCC report and this discussion is going off the agenda item as agendized.

Agenda Item 13 Board Counsel Report – No action.

Mr. Ling stated that he attended the FARB conference in Portland, OR and reported on the highlights of the conference. Mr. Ling stated that the issue between Dry Needling and fighting with Physical Therapists is happening nationwide, along with Board's being audited and scrutinized by the Legislature and the Executive Branches. Mr. Ling stated that Arizona implemented a new law to allowing chiropractors to perform dry needling, but refer to it as percutaneous. Mr. Ling stated that many states are convinced that somehow it is the Board's fault that licensees are not moving to our state and believe that it may be due to the fees charged.

Agenda Item 20 Continued. Consideration of potential additions, deletions, and/or amendments to NRS and NAC 634 – For possible action.

C.NAC 634.339 (1) (d) Shall not supervise more than one student.

Dr. Jaeger recommended that the language in NAC 634.339(1)(d) be revised to allow a Preceptor doctor to supervise up to four students. Dr. Rovetti stated concern with public safety in that a DC may not be able to properly supervise four students, however two may be reasonable. Following discussion, Ms. DiFillippo made a motion that the NAC 634.339(1) (d) be revised from shall not supervise one students to four students. Dr. Martinez seconded, and the motion passed with all in favor with the exception of Dr. Rovetti who opposed.

D. Prohibit applicants from serving on the Board with a history of Board discipline.

Dr. Jaeger stated that a poll of all states was conducted to determine whether language was in place to prohibit licensees with discipline to sit on a regulatory Board. Dr. Jaeger stated that 46% of the respondents do not allow an individual to serve if they have had a history of Board disciplinary action within five years. Dr. Jaeger confirmed that 14% of active Nevada DC's have had disciplinary action so that leaves a robust pool to choose from. Dr. Martinez stated that this is unnecessary, because the Governor reviews the application, which includes questions that covers discipline, and should have the discretion to appoint who he chooses. Dr. Rovetti and Dr. Colucci agreed with Dr. Martinez.

Agenda Item 24 Board Member Comments – No action.

Dr. Martinez asked if the Board wrote the test questions and asked if the questions have been vetted and asked about having the questions reviewed by a psychometrician? Mr. Ling explained that psychometric services are expensive which is why the Board has not gone through this process. Dr. Rovetti thanked Dr. Lurie for his service as well as Dr. Colucci if she is not reappointed. Ms. DiFillippo also thanked Dr. Lurie and Dr. Colucci for their service as they are great assets to the Board. Ms. DiFillippo also asked the Board President to make it clear to the associations to stick to the agenda item and stated that there is a public comment section to cover that are not agendized. Ms. DiFillippo asked that the Board members get the proper information to make an informed decision. Dr. Colucci thanked the Board members for their service and thanked

October 5, 2018 CPBN Meeting Agenda

Julie Strandberg and Mr. Ling for their efforts. Dr. Jaeger thanked Dr. Lurie for his years of service and believes that Dr. Colucci will be reappointed. Dr. Jaeger stated that the Board has a great dynamic, which is important and valuable. Julie Strandberg and Mr. Ling echoed Dr. Jaeger in that the Board has a great dynamic and have good discussion.

Agenda Item 25 Public Interest Comments – No action.

There were no public comments.

Agenda Item 26 Adjournment – For possible action.

Dr. Martinez moved to adjourn the meeting. Ms. DiFillippo seconded, and the motion passed unanimously.

January 10, 2019

Xavier Martinez, DC, Secretary-Treasurer

BRIAN SANDOVAL
Governor
JASON O. JAEGER, DC
President
MORGAN ROVETTI, DC
Vice President
XAVIER MARTINEZ, DC
Secretary-Treasurer

STATE OF NEVADA



MAGGIE COLUCCI, DC
Member
NICOLE CANADA, DC
Member
TRACY DiFILLIPPO, ESQ
Consumer Member
JOHN BERTOLDO, ESQ
Consumer Member
JULIE STRANDBERG
Executive Director

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

4600 Kietzke Lane, Suite M245

Reno, Nevada 89502-5000

Telephone (775) 688-1921

Website: <http://chirobd.nv.gov> Fax (775) 688-1920 Email: chirobd@chirobd.nv.gov

WORKSHOP MINUTES

A meeting of the Chiropractic Physicians' Board was held on Thursday, November 15, 2018 at Kietzke Plaza, 4600 Kietzke Lane, Suite B111, Reno, NV 89502.

The following Board Members were present at roll call:

Jason O. Jaeger, DC, President
Morgan Rovetti, DC, Vice President
Xavier Martinez, DC, Secretary-Treasurer
Maggie Colucci, DC, Member
Nicole Harmel, DC, Member

Also present was Executive Director Julie Strandberg. Consumer Members, John Bertoldo, Esq. and Tracy DiFillippo, Esq. were not able to participate in the exam preparation pursuant to NRS 634.070(3).

President, Dr. Jaeger determined a quorum was present and called the meeting to order at 8:17 a.m.

Dr. Jaeger led those present in the Pledge of Allegiance. Dr. Rovetti stated the Purpose of the Board.

Agenda Item 1 Public Interest Comments - No action.

Dr. Michael Silver was contacted by telephone per his request. Dr. Silver explained his concerns with the Chiropractic Physicians' law exam. The Board asked questions, provided feedback, and clarification to Dr. Silver regarding his comments.

Agenda Item 2 Approval of agenda – For possible action.

Dr. Colucci moved to approve the agenda. Dr. Harmel seconded, and the motion passed with all in favor.

Agenda Item 3 Establish testing goals as it relates to the intention and purposes of the CA and DC tests – For possible action.

Dr. Rovetti recommended this agenda item to ensure that the Board is on the same page with respect to writing the exam questions. Dr. Rovetti reminded the Board that the questions should be written with public protection in mind, as well as being written fairly and grammatically correct. The Board agreed.

Agenda Item 4 PUBLIC WORKSHOP: Will begin at 8:00 a.m. Preparation and potential revisions to the Board examinations for the Chiropractors' Assistant Certification and DC Licensure (Notice: The Board may go into closed session pursuant to NRS 241.030(1)(b) for the purposes of preparing or revising an examination that is conducted on behalf of the Board) – For possible action.

Dr. Martinez requested that the Board move into closed session. Dr. Colucci seconded, and the motion passed with all in favor. Pursuant to NRS 634.070(3) the Boards' licensed chiropractors reviewed and revised the Doctor of Chiropractic law exam and the Chiropractor's Assistant law and CA exams.

Agenda Item 5 Public Interest Comments – No action.

There were no public interest comments.

Agenda Item 6 Adjournment – For possible action.

Dr. Jaeger moved to adjourn the meeting. Dr. Martinez seconded, and the motion passed unanimously.

January 10, 2019

Xavier Martinez, DC, Secretary-Treasurer

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 4 Ratification of granting of DC licenses to applicants who passed the examinations from October to December 2019 – For possible action

RECOMMENDED MOTION: Ratify granting of licenses to those who passed their examinations from October 1, 2018 to January 4, 2019.

PRESENTED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 2 minutes

BACKGROUND INFORMATION:

<u>October</u>	<u>November</u>	<u>January</u>
Mir Shirazi, DC	Robert Michael Coss, DC	Shain Nicolai Smith, DC
Jennifer Miller Bowser, DC	Kyle Lawrence Hanford, DC	Willie So, DC

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 4

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 5** Welcome New Board Member – No action.

RECOMMENDED MOTION: **No recommendation.**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **5 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 5

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 6** Legislative Matters – For possible action
A. Strategies 360 - Dan Musgrove

RECOMMENDED MOTION: **No recommendation.**

PRESENTED BY: **Dan Musgrove**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **15 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 7 – Consideration/decision related to the Settlement Agreement of Jarina May Kong, DC – For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character, alleged misconduct, or professional competence of Dr. Kong)

RECOMMENDED MOTION: No recommendation

PRESENTED BY: Xavier Martinez, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 15 minutes

BACKGROUND INFORMATION: Dr. Martinez investigated Complaint 18-10N and reported the findings in the attached Settlement Agreement and Order.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

BEFORE THE CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

IN THE MATTER OF:

JARINA KONG, D.C.
License No. B1671,

Respondent.

Case Nos. 18-10N

SETTLEMENT AGREEMENT AND
ORDER

DEC 13 2018

RECEIVED
RENO, NEVADA 89502

The Chiropractic Physicians' Board of Nevada (the Board), by and through its investigating board member Xavier Martinez, D.C., hereby enters into this Settlement Agreement with Jarina Kong, D.C. (License No. B1671). Pursuant to chapter 233B and chapter 634 of the Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), it is hereby stipulated and agreed, by and between the parties in the above-entitled matter, that this matter shall be settled and resolved upon the following terms:

PERTINENT FACTS

1. On November 1, 2017, Dr. Kong became licensed as a chiropractor in Nevada (License No. B1671).
2. On August 17, 2018, the Board office received a complaint from Patient A (name withheld for purposes of patient confidentiality) regarding Dr. Kong. The Investigating Board Member (IBM), Dr. Xavier Martinez, investigated the allegations in that complaint and found pertinent facts as set out in the following paragraphs.
3. At all times pertinent to this matter, Dr. Kong was employed as a chiropractic physician at The Joint, 1560 E. Lincoln Way, Sparks, Nevada.
4. On July 25, 2018, Patient A went to The Joint seeking an adjustment. Though Patient A had occasionally sought treatments at various locations of The Joint in the Reno/Sparks area since July 2014, her visit to The Joint at which Dr. Kong was employed was her visit to that The Joint location and was her first encounter with Dr. Kong. Patient A's subjective complaint was pain in the mid-back region of 6 out of 10 in severity.
5. Patient A's records for previous visits at other The Joint locations showed that she had been receiving adjustments at C2, C6, T4, T5, T6, T7, L4, L5, both shoulders, and both ankles. Records

made by Dr. Kong on July 25, 2018 show that she adjusted the same regions on Patient A as had been done previously at other The Joint locations, but Patient A's description of her encounter differed from the records made by Dr. Kong. Patient A stated that when she saw Dr. Kong, Dr. Kong confirmed that Patient A had osteoporosis, and then attempted unsuccessfully an adjustment while Patient A lay face down on the table. Patient A was then positioned on her back where Dr. Kong attempted an adjustment by lifting one of Patient A's legs, but the adjustment was too painful. Then Patient A described that Dr. Kong performed an adjustment with a towel wrapped around Patient A's neck and by which Dr. Kong applied what Patient A felt was extreme force. Patient A explained that the adjustment caused immediate pain in Patient A's lower back, and Patient A subsequently found that the adjustment had burst blood vessels in Patient A's right eye. Patient A immediately ceased the encounter after experiencing the lower back pain.

6. As part of the investigation of the matter, the IBM obtained and reviewed all of Patient A's medical records made and maintained by the various The Joint locations at which Patient A had treated, including the records made by Dr. Kong relating to the encounter on July 25, 2018. Based on the totality of the investigation developed by the IBM, the IBM notes:

(a) Dr. Kong did not adequately discuss with or explain the adjustment she intended to render to Patient A before administering the adjustment.

(b) Dr. Kong exerted too much force in the adjustment she administered to Patient A, resulting in the creation of new pain in Patient A's lower back and hips and the bursting of blood vessels in Patient A's right eye.

(c) The records made by Dr. Kong regarding the encounter with Patient A were lacking and inadequate, including: (1) failure to note significant analysis of Patient A's medical history and presenting condition and presenting physical condition, such as the present state of Patient A's osteoporosis; (2) failure either to perform a physical examination or failure to record the results of such a physical examination if it had been performed; (3) failure to make or record a diagnosis; and (4) failure to record Patient A's response to the treatment rendered.

APPLICABLE LAW AND UNDERSTANDINGS

2 7. For the purposes of resolving this case only, Dr. Kong admits¹ the facts set out in the
3 preceding six paragraphs and enters into this Settlement Agreement and Order to avoid the costs and
4 risks associated with a hearing before the Board. Dr. Kong acknowledges that the Board has evidence
5 sufficient to support the statements made in the preceding six paragraphs and that the conduct set out in
6 the preceding six paragraphs would constitute violations of the Nevada Chiropractic Practice Act (NRS
7 & NAC 634). Dr. Kong agrees that if the Board determined that the facts set out in the preceding six
8 paragraphs were proven by the preponderance of the evidence presented at a hearing those facts would
9 substantiate violations of Nevada Revised Statutes (NRS) 634.018(10) (conduct unbecoming a
10 chiropractor or detrimental to the best interests of the public), NRS 634.018(11) (violating any statute
11 or regulation pertaining to chiropractic), NRS 634.018(18) (practice below the standard of care), and
12 NRS 634.140(1) (unprofessional conduct) and Nevada Administrative Code (NAC) 634.435 (medical
13 records). Because Dr. Kong and the IBM are satisfied that resolution of this matter through this
14 Settlement Agreement and Order is in the best interests of both parties, the Board will not file a Notice
15 of Charges in this matter and the parties agree, instead, that the Board should rule upon this Settlement
16 Agreement and Order as containing all necessary elements of due process to authorize the Board to take
17 such action. If the Board approves this Settlement Agreement and Order, it shall be deemed and
18 considered disciplinary action by the Board against Dr. Kong.

19 8. Dr. Kong and Dr. Martinez, the Investigating Board Member in this matter, agree that this
20 matter should be resolved without a full hearing on the merits.

21 9. Dr. Kong is aware of, understands, and has been advised of the effect of this Settlement
22 Agreement, which she has carefully read and fully acknowledged. Dr. Kong acknowledges that she
23 could have reviewed this Settlement Agreement with and consulted with Kris Rath of Hutchison &
24 Steffen before entering into this Settlement Agreement.

25
26 ¹ All agreements and admissions made by Dr. Kong are solely for final disposition of this matter before the Chiropractic
27 Physicians Board of Nevada ("the Board") and any subsequent related administrative proceedings before the Board or civil
28 litigation involving the Board and Respondent. Therefore, Respondent's agreements and admissions are not intended or
made for any other use, such as in the context of another State or Federal government regulatory agency proceeding, any
State or Federal civil or criminal proceeding, and State or Federal court proceeding, and/or any credentialing and/or
privileges matter.

2 10. Dr. Kong has freely and voluntarily entered into the Settlement Agreement, and she is
3 aware of her rights to contest the charges pending against her. These rights include representation by
4 an attorney at her own expense, the right to a public hearing on any charges or allegations formally
5 filed, the right to confront and cross-examine witnesses called to testify against her, the right to present
6 evidence on her own behalf, the right to testify on her own behalf, the right to obtain any other type of
7 formal judicial review of this matter, and any other rights which may be accorded to her pursuant to the
8 provisions of Chapters 233B, 622, 622A, and 634 of the NRS and the NAC. Dr. Kong is voluntarily
9 waiving all these rights in exchange for the Board's acceptance of this Settlement Agreement.

10 11. Should the Settlement Agreement be rejected by the Board, it is agreed that presentation to
11 and consideration by the Board of such proposed Settlement Agreement or other documents or matters
12 pertaining to the consideration of this Settlement Agreement shall not unfairly or illegally prejudice the
13 Board or any of its members from further participation, consideration, adjudication, or resolution of
14 these proceedings and that no Board member shall be disqualified or challenged for bias.

15 12. Dr. Kong acknowledges that the Settlement Agreement shall only become effective after
16 both the Board and she have duly executed it.

17 **AGREED DISCIPLINARY ACTION**

18 THE PARTIES DO HEREBY AGREE as a result of the acknowledgements contained in
19 paragraphs 1 through 12 above that the following discipline is fair and appropriate and should be
20 imposed by the Board by way of resolution of this matter:

21 1. Dr. Kong shall pay the Board's fees and costs in the investigation and prosecution of this
22 matter totaling \$318.75, payable by cashier's or certified check or money order made payable to:
23 "Chiropractic Physicians' Board of Nevada." The payment must be received by the Board's office
24 within 30 days of the effective date of the Board's adoption of this Settlement Agreement.

25 2. Dr. Kong shall not be required to pay a fine.

26 3. Dr. Kong shall take and successfully complete twelve hours of continuing education relating
27 to the making and keeping of patient records and twelve hours of continuing education related to patient
28 communication, informed consent, and ethics and boundaries within 150 days of the effective date of

1 this Settlement Agreement and Order. The continuing education course must be approved by the IBM
2 before the classes are taken and may not be counted as part of the 36 continuing education hours
3 required for Dr. Kong to renew her license.

4 4. For a monitoring period of one year, Dr. Kong shall provide the IBM with access to patient
5 records upon the IBM's request no less than quarterly and no more often than monthly. The IBM will
6 examine the patient records to ascertain whether the records conform to NAC 634.435 and, in
7 particular, to assure that the records reflect clinical competency and thoroughness of examination. In
8 addition to the elements contained in NAC 634.435, the IBM will expect to see recordation of a
9 patient's vital signs, a review of systems, a range of motion, orthopedic and neurological review, any
10 other chiropractic examination that is not usual and customary, a diagnosis, and a treatment plan that is
11 reviewed regularly and modified based upon a patient's response to care. The IBM will provide to Dr.
12 Kong a report related to each set of records reviewed. Where the IBM notes items that do not conform
13 to NAC 634.435 and this paragraph, Dr. Kong will be expected to modify her recordkeeping practices,
14 and the IBM will expect to see improved recordkeeping upon subsequent reviews. Should the IBM fail
15 to see adequate improvement in Dr. Kong's recordkeeping practices, the IBM will so notify Dr. Kong
16 and may seek additional terms and conditions to address the deficiencies by seeking modification of
17 this Settlement Agreement and Order at a regular meeting of the Board, which may include requiring
18 Dr. Kong to take and pass Part IV of the examination administered by the National Board of
19 Chiropractic Examiners. Dr. Kong shall be responsible for all of the reasonable expenses and costs
20 incurred by the Board for the IBM's monitoring under this paragraph and shall pay for all such services
21 invoiced within 15 days of any such invoice.

22 5. Dr. Kong shall meet with the Board or its representatives upon request and shall cooperate
23 with such representatives in their supervision, monitoring, investigation, or auditing to assure
24 compliance with the terms and conditions of this order. Dr. Kong shall pay any and all reasonable and
25 necessary costs incurred by the Board resultant from this paragraph.

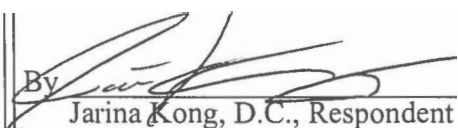
26 6. In the event Dr. Kong fails to materially comply with any term of this Settlement Agreement,
27 Dr. Kong agrees her chiropractor's license in the State of Nevada shall be automatically suspended
28 without any action of the Board other than the issuance of an Order of Suspension by the Executive

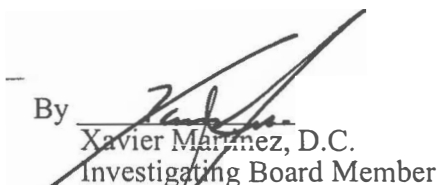
Director. Upon complying with the term, Dr. Kong's chiropractor's license in the State of Nevada will be automatically reinstated, assuming all other provisions of the Settlement Agreement are in compliance. Additionally, Dr. Kong's failure to comply with any term or condition of this Settlement Agreement may result in further discipline by the Board, up to and potentially including revocation of her license. Board Staff may take any and all actions it deems necessary to collect any sums ordered that remain unpaid. If Board Staff is required to pursue judicial action to effect such collections, it shall be entitled to recover its attorney's fees and costs incurred in pursuing such judicial action.

Signed this 13 day of December, 2018.

Respondent Jarina Kong

Chiropractic Physicians' Board of Nevada

By 
Jarina Kong, D.C., Respondent

By 
Xavier Martinez, D.C.
Investigating Board Member

ORDER

WHEREAS, on January 10, 2019, the Chiropractic Physicians' Board of Nevada approved and adopted the terms and conditions set forth in the Agreed Settlement and Order with Jarina Kong, D.C.

IT IS SO ORDERED.

SIGNED AND EFFECTIVE this ____ day of January, 2019.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

Jason Jaeger, D.C.
President & Presiding Officer

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 8** Consideration/decision related to the application for DC licensure for Maria Velazquez, DC - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. Velazquez.)

RECOMMENDED MOTION: **No recommendation**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **15 minutes**

BACKGROUND INFORMATION: **Please see the attached documentation.**

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

MARIA C. VELAZQUEZ, DC

Doctor of Chiropractic Degree 4/14/2012 Southern California University of Health Sciences

Examination

Dr. Velazquez passed the National Board of Chiropractic Examiners Examination Parts I, III, IV and Physiotherapy in 2016 and 2017, and Part II in August 2018.

Reason for Board Appearance

1. Dr. Velazquez has not practiced licensed chiropractic since graduating from Southern California University Health Sciences nearly seven years ago.
 - Please see Dr. Velazquez's explanation regarding the circumstances in which she has not practiced.

State Licensure/Certification

Dr. Velazquez does not hold Chiropractic licensure in any state.

Dr. Velazquez holds Nevada Chiropractic Assistant certification as of February 16, 2017, and has been working as a Chiropractic Assistant with Kenneth Bahooora, DC since that time.

The Federation of Chiropractic Licensing Boards and the National Practitioner Data Bank do not reflect any derogatory information.

***Chiropractic Physicians' Board of Nevada
January 10, 2019***

APPLICATION



CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
4600 KIETZKE LANE, SUITE M-245
RENO, NV 89502

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

OCT 06 2018

RECEIVED
RENO, NEVADA 89502

APPLICATION FOR LICENSE AS A DOCTOR OF CHIROPRACTIC
IN THE STATE OF NEVADA

BE TO ANSWER ALL QUESTIONS COMPLETELY AND TRUTHFULLY WILL RESULT IN
DENIAL OF THIS APPLICATION. THE FEES ARE NOT REFUNDABLE.

PRINT OR TYPE:

1. FULL NAME Maria C. Velazquez (FIRST) (MIDDLE) (LAST) AGE 38 SEX F
2. ALIASES _____
3. HOME ADDRESS _____
CITY _____ STATE 1 ZIP _____
4. MAILING ADDRESS _____
CITY 1 STATE _____ ZIP _____ WORK EMAIL _____
5. SOCIAL SECURITY NO. _____ TELEPHONE NO. _____
6. DATE OF BIRTH _____ PLACE OF BIRTH Los Angeles, CA.
7. ARE YOU A UNITED STATES CITIZEN? YES ☒ NO _____ IF YOU ANSWERED NO ARE YOU: (PLEASE CHECK ONE OF THE FOLLOWING.)
☐ A QUALIFIED ALIEN (AS DEFINED IN 8 U.S.C.A. § 1641).
☐ A NONIMMIGRANT UNDER THE IMMIGRATION AND NATIONALITY ACT (8 U.S.C.A. § 1101 et seq).
☐ AN ALIEN WHO IS PAROLED INTO THE UNITED STATES UNDER 8 U.S.C.A. § 1182(d)(5) FOR LESS THAN ONE YEAR.
☐ A FOREIGN NATIONAL NOT PHYSICALLY PRESENT IN THE UNITED STATES.
☐ OTHER - PLEASE PROVIDE DETAILED EXPLANATION.
8. RESIDENT OF THE STATE OF NEVADA? Yes IF YES, HOW LONG? 2+ years
9. DO YOU HAVE A NEVADA BUSINESS LICENSE? YES _____ NO ☒ IF YES, PROVIDE YOUR LICENSE NUMBER _____
10. HAVE YOU EVER SERVED IN THE MILITARY? YES _____ NO ☒ DATES OF SERVICE: FROM _____ TO _____
BRANCH(ES) OF SERVICE _____
11. HAVE YOU EVER SERVED ON ACTIVE DUTY IN THE ARMED FORCES OF THE UNITED STATES AND SEPARATED FROM SUCH SERVICE UNDER CONDITIONS OTHER THAN DISHONORABLE? _____ YES ☒ NO
12. HAVE YOU EVER BEEN ASSIGNED TO DUTY FOR A MINIMUM OF 6 CONTINUOUS YEARS IN THE NATIONAL GUARD OR A RESERVE COMPONENT OF THE ARMED FORCES OF THE UNITED STATES AND SEPARATED FROM SUCH SERVICE UNDER CONDITIONS OTHER THAN DISHONORABLE? _____ YES ☒ NO
13. HAVE YOU EVER SERVED THE COMMISSIONED CORPS OF THE UNITED STATES PUBLIC HEALTH SERVICE OR THE COMMISSIONED CORPS OF THE NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION OF THE UNITED STATES IN THE CAPACITY OF A COMMISSIONED OFFICER WHILE ON ACTIVE DUTY IN DEFENSE OF THE UNITED STATES AND SEPARATED FROM SUCH SERVICE UNDER CONDITIONS OTHER THAN DISHONORABLE? _____ YES ☒ NO
14. RESIDENCE ADDRESSES FOR PAST FIVE (5) YEARS 1140 E. Dorian St Apt B Glendale, CA 91206
9216 Randall Dr. NW Apt 9 Gig Harbor, WA 98332
15. NAMES AND ADDRESSES OF ALL EMPLOYERS FOR PAST FIVE (5) YEARS #1 Ut West Chiropractic 321 N Pecos Rd Ste 208
#2 Chiropractic Health Ctr 3500 S. Bristol St. Lakewood, WA 98499
#3 Chiropractic Henderson, NV 89074
SANTA ANA, CA 92704
- STOP** Please read questions #16 through #18 carefully. If you have any questions please contact the Board.
16. HAVE YOU EVER HAD DISCIPLINARY ACTION BROUGHT AGAINST YOU BY A STATE BOARD OR ANY OTHER GOVERNMENTAL AGENCY, OR IS THERE ANY SUCH ACTION NOW PENDING? _____ YES ☒ NO IF YES, GIVE DETAILS AND FINAL DISPOSITION: _____

Print: 10/8/18 #23025

Print: 10/11/18

17. HAVE YOU EVER BEEN ARRESTED FOR OR CHARGED WITH ANY CRIME OTHER THAN A TRAFFIC VIOLATION (INCLUDE ANY DUI'S)? **NOTE: EVEN IF YOU HAVE HAD RECORDS SEALED AND YOU HAVE BEEN TOLD THAT YOUR FILE HAS BEEN CLEARED, YOU MUST REPORT THIS INFORMATION, INCLUDING JUVENILE RECORDS.** ____ YES ☒ NO IF YES, GIVE DETAILS AND FINAL DISPOSITION:

18. HAVE YOU EVER BEEN CONVICTED OF A CRIME OTHER THAN A TRAFFIC VIOLATION (INCLUDE ANY DUI'S)? **NOTE: EVEN IF YOU HAVE HAD RECORDS SEALED AND YOU HAVE BEEN TOLD THAT YOUR FILE HAS BEEN CLEARED, YOU MUST REPORT THIS INFORMATION, INCLUDING JUVENILE RECORDS.** ____ YES ☒ NO IF YES, GIVE DETAILS AND FINAL DISPOSITION: _____

19. HAVE YOU EVER DEFAULTED ON A HEAL (HEALTH EDUCATION ASSISTANCE LOAN)? ____ YES ☒ NO IF YES, GIVE DETAILS AND CURRENT STATUS: _____

20. REGARDING CHILD SUPPORT, MARK THE APPROPRIATE RESPONSE (FAILURE TO MARK ONE OF THE THREE WILL RESULT IN DENIAL OF THE APPLICATION):

- ☒ I AM NOT SUBJECT TO A COURT ORDER FOR THE SUPPORT OF A CHILD OR CHILDREN.
- ☐ I AM SUBJECT TO A COURT ORDER FOR THE SUPPORT OF ONE OR MORE CHILDREN AND AM IN COMPLIANCE WITH THE ORDER OR I AM IN COMPLIANCE WITH A PLAN APPROVED BY THE DISTRICT ATTORNEY OR OTHER PUBLIC AGENCY ENFORCING THE ORDER FOR THE REPAYMENT OF THE AMOUNT OWED PURSUANT TO THE ORDER.
- ☐ I AM SUBJECT TO A COURT ORDER FOR THE SUPPORT OF ONE OR MORE CHILDREN AND AM NOT IN COMPLIANCE WITH THE ORDER OR A PLAN APPROVED BY THE DISTRICT ATTORNEY OR OTHER PUBLIC AGENCY ENFORCING THE ORDER FOR THE REPAYMENT OF THE AMOUNT OWED PURSUANT TO THE ORDER.

21. REGARDING CHILD ABUSE, THE FOLLOWING MUST BE READ AND INITIALED:

I HAVE BEEN INFORMED THAT I AM REQUIRED BY LAW TO REPORT THE ABUSE OR NEGLECT OF A CHILD TO AN AGENCY THAT PROVIDES CHILD WELFARE SERVICES OR TO A LAW ENFORCEMENT AGENCY NO LATER THAN 24 HOURS AFTER I KNEW OR HAD REASONABLE CAUSE TO BELIEVE THE CHILD HAD BEEN ABUSED OR NEGLECTED.

Please Initial here thereb acknowledged in that ou have read and understood the above information: MCV Date: 10/01/18

22. HAVE YOU EVER BEEN DRUG OR ALCOHOL DEPENDENT AND/OR ENROLLED IN A DRUG OR ALCOHOL REHABILITATION PROGRAM?
YES ☒ NO IF YES, GIVE DETAILS: _____

23. ARE YOU CURRENTLY WORKING FOR A NEVADA LICENSED CHIROPRACTOR? ☒ YES ____ NO IF YES, GIVE LICENSEE'S NAME AND ADDRESS: Pahrump Physical Medicine - 2080 E. Calvada Blvd. Ste. 100 Pahrump, NV.
DATE EMPLOYED: 04/2018 DUTIES PERFORMED: Chiropractic Assistant # CA1364 89048

24. LIST ALL SCHOOLS ATTENDED (HIGH SCHOOL THROUGH CHIROPRACTIC COLLEGE):

NAME OF SCHOOL	DATES ATTENDED	DATE GRADUATED	DEGREE
<u>Soledad Charter School</u>	<u>197-98</u>	<u>'1998</u>	<u>High School</u>
<u>Greener Community College</u>	<u>~'02-'03</u>		
<u>Cleveland Chiropractic</u>	<u>'04-'08 & '09</u>	<u>~'08-'09</u>	<u>A.A., B.S</u>
<u>Southern California University of Health Science</u>	<u>'09</u>	<u>'12</u>	<u>D.C.</u>

25. NUMBER OF CHIROPRACTIC COLLEGE HOURS 4500 DATE OF D.C. DEGREE April 2012

26. HAVE YOU PASSED NATIONAL BOARD: PART I Yes PART II Yes PART III Yes PART IV Yes PT Yes SPEC _____

27. IF YOU ANSWERED "NO" TO PART IV AND SPEC, YOU MUST GIVE DATE YOU ARE SCHEDULED FOR ONE OF THE FOLLOWING EXAMS: PART IV: _____ or SPEC: _____

28. LIST ANY STATES IN WHICH YOU HAVE APPLIED FOR (WHETHER ISSUED OR NOT) AND IN WHICH YOU HAVE BEEN GRANTED CHIROPRACTIC LICENSURE:

STATE	DATE OF ISSUANCE	STATUS



Please read the Affidavit carefully.

AFFIDAVIT:

THE UNDERSIGNED, BEING DULY SWORN UNDER PENALTY OF PERJURY, DEPOSES AND SAYS THAT THE STATEMENTS CONTAINED HEREIN ARE TRUE, COMPLETE, AND CORRECT TO THE BEST OF HIS/HER KNOWLEDGE AND BELIEF; THAT HE/SHE HAS NOT SUPPRESSED ANY INFORMATION WHICH MIGHT AFFECT THIS APPLICATION; THAT HE/SHE HAS NOT OMITTED ANY INFORMATION RELEVANT TO HIS/HER CURRENT FITNESS TO PRACTICE; THAT HE/SHE IS OF GOOD MORAL CHARACTER AND WILL CONFORM TO THE ETHICAL STANDARDS AND CONDUCT OF THE PROFESSION; THAT HE/SHE WILL NOTIFY THE CPBN OF ANY AND ALL CHANGES TO THE INFORMATION IN THIS APPLICATION, INCLUDING CHANGES OF ADDRESS AND THAT HE/SHE HAS OTHERWISE MET ALL STATUTORY REQUIREMENTS AND BELIEVES HIM/HERSELF ELIGIBLE FOR LICENSURE TO PRACTICE CHIROPRACTIC, AND THAT HE/SHE HAS READ AND UNDERSTANDS THIS AFFIDAVIT.

10/02/18
(DATE)

[Signature], D.C.
(SIGNATURE OF APPLICANT)

STATE OF NEVADA COUNTY OF CLARK

SIGNED AND SWORN TO BEFORE ME ON THIS 2ND DAY OF OCTOBER, 20 18

[Signature]
(NOTARY PUBLIC)



COMPLETE AND RETURN TO:

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

4600 Kietzke Lane, Suite M-245, Reno, NV 89502

Telephone (775) 688-1921 ~ Fax (775) 688-1920

MORAL CHARACTER REFERENCE INFORMATION FOR
APPLICANT FOR LICENSURE AS A DOCTOR OF CHIROPRACTIC

Please identify three (3) references who have known you for at least three (3) years and complete all information requested. List one licensed DC or Professor at a school of Chiropractic and two individual character references. Please note, the Board may contact the names below to answer any questions regarding your moral turpitude or your application for Doctor of Chiropractic in the State of Nevada.

DC Applicant Name:	Maria C. Velazquez
Address:	3239 Medicine Man Way
	Las Vegas, NV. 89169

DC or Professor: Daniel Brennan

Address: _____

Phone Number: (702) 748-2021

Email: Brennan.daniel@gmail.com

Individual: Kella Gonzalez

Relationship: Friend

Address: 601 N. Nicholson Monterey Park, CA 91755

Phone Number: 310-683-9817

Email: kella0914@gmail.com

Individual: Gayane Magranyan

Relationship: College friend

Address: 1917 Hillhurst Ave Los Angeles, CA 90027

Phone Number: (323) 807-5568

Email: gayane.86@gmail.com

**DR. VELAZQUEZ'S EXPLANATION
REGARDING HER NON-PRACTICE**

Julie Strandberg

From: MC Velazquez <dr.mcvelazquez@gmail.com>
Sent: Sunday, October 28, 2018 8:54 PM
To: Julie Strandberg
Subject: Letter of response

Follow Up Flag: Follow up
Flag Status: Flagged

To whom it may concern,

This letter is in response to an inquiry I received regarding my unusual circumstance having not practiced chiropractic since my graduation 6 years ago.

The last date in which I practiced chiropractic was in 2014. Under the guidance of Dr. Lisa Grannis, in Lakewood, Wa., I completed a two year externship in her practice. Since this time I continued to study, prepare, and exam for the boards. This should be reflected in my exam history based on previous dates/scores. Furthermore, after completing my externship, I have had the opportunity to work in other chiropractic offices as a chiropractic assistant; in California 2015, and Nevada 2016 until current.

Having recently received a passing score on all board exams, I have been presented with an opportunity to practice chiropractic in the state of Nevada once I obtain my license to do so. Danny Griffith, D.C., the owner of Affiliated Chiropractic in Pahrump, NV, is happy to speak on my behalf if needed.

I am confident in my skills and competency. I will render the highest of quality care to our community as this is my passion and I believe in what we do and how much we can help those in need of our services.

The following is the contact for Dr. Grannis:

Lisa Grannis, D.C.
Creekside Chiropractic
[6210 75th St W. Suite A-100](#)
[Lakewood, Wa 98499](#)
[\(253\)588-1800](#)

Please see below contact for Dr. Bahoora

Kenneth Bahoora
Mountain west chiropractic
321 N Pecos suite 200
Henderson, NV 89074

Please see below contact for Dr. Griffith:

Danny Griffith, D.C.
Affiliated Chiropractic
[2080 E. Calvada Blvd](#)
[Pahrump, NV 89048](#)
[\(702\) 596-5882](#)

Kind Regards,

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 9 Discussion/possible action regarding the Matter of James Overland Jr., DC – For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. Overland)

RECOMMENDED MOTION: No recommendation

PRESENTED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 15 minutes

BACKGROUND INFORMATION: James Overland, Jr. has appeared at the Board's July 19, 2018 and October 5, 2018 meetings to provide an update on his progress to complete his application for licensure. This appearance is to continue reporting on his progress.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 10 Consideration/decision related to the application for temporary licensure for Patrick McCabe, DC - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. McCabe.)

RECOMMENDED MOTION: No recommendation

PRESENTED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 15 minutes

BACKGROUND INFORMATION: Please see the attached documentation with respect to Dr. McCabe's affirmative response to question 6 on the application for temporary licensure.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued



CHK #5074 \$50

mail to: **Chiropractic Physicians' Board of Nevada**
4600 Kietzke Lane, Suite M245
Reno, Nevada 89502

Telephone: 775-688-1921

DO NOT FAX APPLICATION

TEMPORARY LICENSE TO PRACTICE CHIROPRACTIC IN THE STATE OF NEVADA

TO ANSWER ALL QUESTIONS COMPLETELY AND TRUTHFULLY WILL RESULT IN ACTION. THE APPLICATION FEE IS NOT REFUNDABLE.

Name: Patrick McCabe Telephone: _____

Mailing Address: 600 E John Carpenter Fwy #354 Work Email: patrick.mccabe@parker.edu

Address where currently practicing: 600 E John Carpenter Fwy #354, Irving, TX, 75062

Chiropractic College where your D.C. degree was obtained: Parker University

Date of Graduation: 12/13/14 DOB: _____ Social Security Number: _____

Current chiropractic license number: 12906 State: TX Expiration Date: 7/20

Other states in which you have been granted a license to practice chiropractic: _____

Current status of other licenses:

1. Have you ever been denied a license by any other jurisdiction? ____ Yes ☒ No If yes, provide the details:

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

2. Have you ever surrendered a license? ____ Yes ☒ No If yes, provide the details:

NOV 06 2018

3. Are there any outstanding complaints or disciplinary actions pending against you in any other jurisdiction? ____ Yes ☒ No If yes, provide the details:

RECEIVED
RENO, NEVADA 89502

4. Have you ever been the subject of disciplinary action in any other jurisdiction? ____ Yes ☒ No If yes, provide the details: _____

5. Have you ever been named as a defendant in a professional malpractice suit? ____ Yes ☒ No If yes, provide the details: _____

6. Have you ever been arrested for or charged with any crime, other than a traffic violation (include any DUI's)?
Note: Even if you have had records sealed and you have been told that your file has been cleared, you must report this information, including juvenile records. ☒ Yes ____ No If yes, provide the details and the final disposition:

Charged, but not arrested. Case has not gone to court yet. wrongful charge of possession of a controlled substance. It is likely that the charge will be dropped.

7. Have you ever been convicted of a crime, other than a traffic violation (include any DUI's)? **Note: Even if you have had records sealed and you have been told that your file has been cleared, you still must report this information, including juvenile records.** ____ Yes ☒ No If yes, provide the details and the final disposition: _____

8. Are you now or have you ever been found in default in the payment of a student loan? ____ Yes ☒ No If yes, give details and current status: _____

9. Have you ever been drug or alcohol dependent and/or enrolled in a drug or alcohol rehabilitation program?
____ Yes ☒ No If yes, give details and the current status: _____

10. Regarding child support, mark the appropriate response (**FAILURE TO MARK ONE OF THE THREE WILL RESULT IN DENIAL OF THE APPLICATION**):

- ☒ I am NOT subject to a court order for the support of a child or children.
- ☐ I AM subject to a court order for the support of one or more children and AM in compliance with the order or I AM in compliance with a plan approved by the District Attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.
- ☐ I AM subject to a court order for the support of one or more children and am NOT in compliance with the order or a plan approved by the District Attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.

Reason for temporary license: Medical Support for World Rugby Championship

[] I Will ☒ I Will Not be receiving payment directly or indirectly for chiropractic services I perform in Nevada.

Event start date: 2/27/19 End date: 3/3/19

Event location (name & address): Sam Boyd Stadium, 7000 E Russel Rd, Las Vegas, NV, 89122

Signed: , DC Date: 10/28/18

OFFICE USE:

Approved Denied President _____

Approved Denied Secretary _____

Texas Board of Chiropractic Examiners

333 Guadalupe, Suite 3-825
Austin, Texas 78701-3942
(512) 305-6700
Facsimile (512) 305-6705

October 25, 2018

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

OCT 30 2018

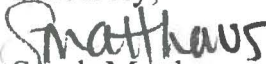
RE: Letter of Good Standing (Certification of Licensure) ^{RECEIVED} ~~RE: NO~~ NEVADA 89502

TO WHOM IT MAY CONCERN:

This is to certify that Patrick McCabe, was issued Texas chiropractor license number 12906 on March 25, 2015, by examination. The doctor's license is currently Active and is in good standing with this Board. There are no pending cases/investigations against this licensee.

We provide this information as the custodian of any and all records for the Texas Board of Chiropractic Examiners. Should you need additional information on Dr. McCabe, please send a written request.

The Texas Board of Chiropractic Examiners **DOES NOT** honor reciprocity with any other state at this time.

Sincerely,

Sarah Matthews
Director of Licensing

This is the only form that will be used by the Texas Board of Chiropractic Examiners for the purpose of license certification.



(BOARD SEAL)

Texas Board of Chiropractic Examiners

Your Search Results

McCabe

as of November 06, 2013

License No	Last Name	First Name	Middle Name	City	State	Status	Issue Date	Exp. Date	Board Action
12906	MCCABE	PATRICK		IRVING	TX	ACTIVE	3/25/2015	7/1/2020	NO

[SEARCH AGAIN](#)

DISCLOSURE OF INFORMATION: The Texas Board of Chiropractic Examiners certifies that it maintains the information for the license verification functions of this website, performs daily updates to the website and ensures the website to be a secure, primary source for license verification.

STATUS: License Status has the following possible listings:

Active = DC license is current.

Inactive = DC license has been placed on Inactive Status at the request of the licensee, licensee may stay on Inactive Status up to five (5) years; licensee shall not practice.

Expired = DC license is expired from one day up to one year, no grace period, licensee shall not practice.

Non-Renewable = DC license has been expired for more than one year and cannot be renewed, individual shall not practice.

CE Conditional = DC license was renewed in a conditional status due to failure to meet continuing education requirements at renewal, license is active and licensee is allowed to practice, but licensee must remedy deficiency in continuing education within one year. *NOTE: This is not a disciplinary action.

Probation = DC license has been placed on probation by the TBCE but licensee is allowed to practice.

Suspended = DC license is suspended by the TBCE; individual shall not practice.

Surrendered = DC licensee has surrendered DC license in lieu of revocation by the TBCE; individual shall not practice.

Revoked = DC license has been revoked by the TBCE; individual shall not practice.

Retired = Former DC licensee is retired, individual shall not practice.

Deceased = Former DC licensee is deceased.

DISCIPLINARY ACTION: If the Disciplinary Action field contains a "YES" it means that the TBCE has taken disciplinary action against this licensee. Many disciplinary action fields that contain a "Yes" will also have a link to PDF copies of the Agreed Orders or Board Orders that are the basis for each disciplinary action. Important Note: If there is no link below the word "Yes" then one can assume that the disciplinary action taken was for an expired DC license or an expired facility (clinic) registration. These disciplinary actions were taken as part of a "mass docket" in which the Board took several similar cases to the State Office for Administrative Hearings for disposition. The Board disciplined several licensees via "mass dockets" between approximately 2000 and 2005.



Federation of Chiropractic Licensing Boards
DATABANK ACTION REPORT
CHIROPRACTIC REGULATORY BOARD ACTIONS
QUERY REPORT: CIN-BAD

Questions? Bridget Seader, CIN-BAD Administrator (970) 356-3500 x105 / FAX (970) 356-3599 / E-mail bseader@fclb.org

SUBJECT NAME Patrick Mccabe

Date of Birth No Information
Reported

Other names used

Deceased N

Gender Unknown

U.S. NPI #

Categories Doctor of Chiropractic

CONTACT INFORMATION:

Address 1: 5550 Lbj Fwy, Suite 150, Dallas, TX 7.52406e+008

EDUCATION INFORMATION:

No education information reported

LICENSURE INFORMATION:

No license information reported

Certifications:

No certification information reported

PRIMARY SOURCE VERIFIED DATA FOLLOWS

BOARD ACTIONS:

No board actions reported

MEDICARE SANCTIONS:

No Medicare actions reported

REMEMBER: Do not take official actions without consulting the board(s) which took action.
Information is copyrighted by the Federation of Chiropractic Licensing Boards, all rights reserved

Please note that not being listed in the database does not guarantee that actions have not been taken by regulatory boards. Reports can be in process and not yet received by the FCLB. It is strongly urged that you contact the board(s) to verify: (1) if the doctor has a license in good standing; (2) has any pending or previous actions; (3) has any complaints filed against him/her. It is the responsibility of the person initiating the search to query at a later date to see if new actions have been reported after the date of the search. This Chiropractic Information Network-Board Action Databank (CIN-BAD) is a "red-flag" service designed to bring attention to matters of potential concern or positive status. Any subsequent actions taken as a result of this report must be based on complete information obtained directly from the licensing authority(ies) which took the original board action(s), or other authorities as noted in this report. It is understood that CIN-BAD is compiled from information provided by sources including international state and provincial licensing authorities, US Department of Health and Human Services (DHHS), and others. The FCLB is not responsible for any inaccurate or incomplete information provided to it by these sources.

NPDBP.O. Box 10832
Chantilly, VA 20153-0832<https://www.npdb.hrsa.gov>

DCN: 5500000140531798

Process Date: 11/06/2018

Page: 1 of 1

MCCABE, PATRICK

For authorized use by:

CHIROPRACTIC PHYSICIANS BOARD OF
NEVADA**MCCABE, PATRICK - ONE-TIME QUERY RESPONSE****A. SUBJECT IDENTIFICATION INFORMATION** (Recipients should verify that subject identified is, in fact, the subject of interest.)

Practitioner Name: MCCABE, PATRICK
Date of Birth: **Gender:** MALE
Organization Type: CHIROPRACTIC GROUP/PRACTICE (361)
Work Address: 600 E JOHN CARPENTER FWY, IRVING, TX 75062-3990
Home Address: 600 E JOHN CARPENTER FWY, IRVING, TX 75062-3990
Social Security Number: ***-**-****
License: CHIROPRACTOR, 12906, TX
Professional School(s): PARKER UNIVERSITY (2014)

B. QUERY INFORMATION

Statutes Queried: Title IV; Section 1921; Section 1128E
Query Type: This is a One-Time query response. Your organization will only receive future reports on this practitioner if another query is submitted.
Entity Name: CHIROPRACTIC PHYSICIANS BOARD OF NEVADA (DBID ending in ...20)
Authorized Submitter: JULIE STRANDBERG, EXECUTIVE DIRECTOR, (775) 688-1923

C. SUMMARY OF REPORTS ON FILE WITH THE DATA BANK AS OF 11/06/2018**The following report types have been searched:**

Medical Malpractice Payment Report(s):	No Reports	Health Plan Action(s):	No Reports
State Licensure Action(s):	No Reports	Professional Society Action(s):	No Reports
Exclusion or Debarment Action(s):	No Reports	DEA/Federal Licensure Action(s):	No Reports
Government Administrative Action(s):	No Reports	Judgment or Conviction Report(s):	No Reports
Clinical Privileges Action(s):	No Reports	Peer Review Organization Action(s):	No Reports

----- No Reports Found Based on the Subject Information Submitted -----

**DR. MCCABE'S EXPLANATION
REGARDING HIS AFFIRMATIVE
RESPONSE TO QUESTION #6**

Julie Strandberg

From: Patrick McCabe
Sent: Wednesday, November 14, 2018 8:42 AM
To: Julie Strandberg
Subject: Re: Nevada Temporary License

Good morning Julie,

I apologize for the delay in my response: I am expecting a son at the end of the month and we had a baby shower over the weekend. I have been putting in long hours both at the clinic and home to get both ready for the new arrival.

I was also selected to attend this event last year, unfortunately, on October 28th I was accidentally shot in the arm due to an improper safety demonstration by a former veteran friend. The bullet broke my arm and travelled into my hip causing me to be hospitalized for 3 days. While I was there, the police found a quantity of a controlled substance belonging to my girlfriend at the time in the apartment we shared. I had no idea it was there. I explained the situation to the police and, at the time, they told me not to worry, that this would be destroyed. Months later, a warrant was issued, but never served (I was never aware of it), and I am currently working towards proving my innocence. My attorney and I are confident that this will become a non-issue in the months ahead.

On Thu, Nov 8, 2018, 9:28 AM Julie Strandberg <chirobd@chirobd.nv.gov> wrote:

Good Morning Dr. McCabe,

The Board is in receipt of your request for a Nevada temporary license. Please provide additional documentation with respect to your affirmative response to question #6 that have been charged with possession of a controlled substance.

Please let me know if you have any questions.

Thank you!

Julie Strandberg

Executive Director

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 11 Consideration/decision related to the application for Chiropractor's Assistant for Natalie Elaine Stamos - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Ms. Stamos.)

RECOMMENDED MOTION: No recommendation

PRESENTED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 15 minutes

BACKGROUND INFORMATION: Please see the attached documentation.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

NATALIE ALAINE STAMOS

Chiropractic Assistant in Training

Supervising Chiropractor: Family First Chiropractic, Jack Nolle, DC

Dates of Training: 8/6/18 to 2/5/19; pending outcome of Board Meeting.

Examination

Ms. Stamos is scheduled to sit for the February 2019 CPBN CA and Law Examinations.

History and Timeline:

8/20/18: Board received Ms. Stamos's application for Certification of Chiropractor's Assistant.

8/30/18: Board staff returned the application for corrections to be made, as well as to provide a list of outstanding items for completion of the file, to include a request for copies of supporting documentation for her affirmative responses to question numbers 3 and 4.

8/31/18: Board staff received documentation which conflicted with Ms. Stamos's responses to Question numbers 3 and 4 on the application.

9/18/18: Board staff sent Ms. Stamos a certified letter requesting explanation of the discrepancies within her application versus the documentation received by the Board, as well as requested copies of all supporting documentation.

10/24/18: Board Staff received supporting documentation from Ms. Stamos.

Reason for Board Appearance

1. Ms. Stamos initially answered affirmatively to both Question numbers 3 and 4 on the application; however, she misrepresented her *responses* to these questions:

#3 – “Have you EVER been arrested? Have you EVER been charged with any crime other than a traffic violation (include any DUI's)? NOTE: Even if you have had records sealed and you have been told that your file has been cleared, you must report this information, including juvenile records.”

#4 – “Have you EVER been convicted of a crime other than a traffic violation (include any DUI's)? NOTE: Even if you have had records sealed and you have been told that your file has been cleared, you must report this information, including juvenile records.”

Arrest History Reported:

<u>Arrest Date</u>	<u>Charge</u>	<u>Final Disposition of Case</u>
10/2009	DUI	Closed

Arrest History Not Reported:

<u>Arrest Date</u>	<u>Charge</u>	<u>Final Disposition of Case</u>
1/2010	Battery/Assault/Trespassing	Closed
12/01 Charge 1	DUI/Careless Driving	Closed
12/01 Charge 2	Buy/Use/Possess Alcohol by Minor	Dismissed

Natalie Stamos
Page 2

- Please see Ms. Stamos's explanation regarding the misrepresentation of her responses to these questions.
- Please see supporting court documentation.

Chiropractic Physicians' Board of Nevada
January 10, 2019

Application



4600 KIETZKE LANE, SUITE M-245
RENO, NEVADA 89502
(775) 688-1921

DO NOT FAX APPLICATIONS

APPLICATION FOR CERTIFICATION OF CHIROPRACTOR'S ASSISTANT

CHIROPRACTOR'S ASSISTANTS
BOARD OF NEVADA

MUST ACCOMPANY THIS APPLICATION:

- 1 \$156.25 Check, Money Order or Pay by Phone with Credit Card
- 2 One (1) completed fingerprint cards
- 3 Signed and dated civil applicant waiver form
- 4 A recent passport-type photograph

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CK# 6710 \$136.25
fp Oct 8/24/18

PLEASE NOTE: Failure to answer ALL questions completely and truthfully will result in denial of this application.
FEES ARE NOT REFUNDABLE.

TYPE OR PRINT ONLY:

LAST <u>Stamos</u>	FIRST <u>Natalie</u>	MIDDLE <u>Alaine</u>	WORK EMAIL:	SEX: <u>M</u> <input checked="" type="checkbox"/> F
CURRENT RESIDENCE ADDRESS				
<u>1 - 73</u>				
CITY/STATE/ZIP			TELEPHONE	
DATE OF BIRTH			US CITIZEN? <u>YES</u> NO	BIRTH PLACE <u>Santa Cruz, CA</u>

TWO PERSONAL REFERENCES OF AT LEAST FIVE (5) YEARS ACQUAINTANCE:

NAME <u>Emily Gibson</u>	TELEPHONE <u>(775) 848-6163</u>
ADDRESS <u>3654 4th St Sparks NV 89431</u>	
CITY/STATE/ZIP	
NAME <u>Andrea Swanson</u>	TELEPHONE <u>(775) 771-4925</u>
ADDRESS <u>1801 Warner Ranch Rd</u>	
CITY/STATE/ZIP <u>Round Rock, Texas 78664</u>	

CURRENT EMPLOYER:

EMPLOYER'S NAME <u>Family First Chiropractic</u>	EMPLOYER'S PHONE & FAX <u>(775) 284-3333</u>
EMPLOYER'S ADDRESS <u>9476 Double R Blvd # A</u>	
CITY/STATE/ZIP <u>Reno NV 89521</u>	

1. List all states where you have ever applied for certification as a Chiropractor's Assistant, the result of each application, and the current status of each application:

Nevada

2. If you have ever been certified as a Chiropractor's Assistant in any other state are you now or have you ever been the subject of a proceeding to discharge, dismiss or discipline you or any other proceeding of a like nature:

YES X NO If yes, name the state and give disposition of charges:



PLEASE READ QUESTIONS #3 & #4 CAREFULLY. If you have any questions please contact the Board.

3. Have you **EVER** been arrested? ☒ YES ☐ NO

Have you **EVER** been charged with any crime other than a traffic violation (include any DUI's)? ☒ YES ☐ NO

NOTE: Even if you have had records sealed and you have been told that your file has been cleared, you must report this information, including juvenile records.

If you answered yes to the question above, name the state and give the disposition:

Reno NV DUI "10/24/09" Simple Battery "11/28/09"
Careless Driving "12/17/01"

10/24/18
NAS

4. Have you **EVER** been convicted of a crime other than a traffic violation (include any DUI's)? **NOTE:** Even if you have had records sealed and you have been told that your file has been cleared, you must report this information, including juvenile records.

☒ YES ☐ NO If yes, name the state and give disposition:

Reno NV DUI Simple Battery "11/28/09"
Careless Driving "12/17/01"

10/24/18
NAS

5. Have you ever defaulted on a HEAL (Health Education Assistance Loan)?

☐ YES ☒ NO If yes, give details and current status:

6. Have you ever been drug or alcohol dependent and/or enrolled in a drug or alcohol rehabilitation program?

☒ YES ☐ NO If yes, give details and current status:

Completed court ordered classes after DUI

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BOARD OF NEVADA

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7. Have you ever served in the military? Yes ☐ No ☒ Dates of Service: From _____ To _____

Branch(es) of Service

8. Please mark the appropriate response regarding child support - **even if you have no children** (FAILURE TO MARK ONE OF THE BOXES BELOW WILL RESULT IN DENIAL OF THE APPLICATION):



I AM NOT subject to a court order for the support of a child or children.



I AM subject to a court order for the support of one or more children and I AM in compliance with the order or I AM in compliance with a plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.



I AM subject to a court order for the support of one or more children and AM NOT in compliance with the order or a plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.

9. Regarding **child abuse**, the following block **MUST BE READ AND INITIALED:**

Initial Here

NAS

Date

9/11/18

I have been informed that I am required by law to report the abuse or neglect of a child to an agency that provides child welfare services or to a law enforcement agency no later than 24 hours after I knew or had reasonable cause to believe the child has been abused or neglected.

CERTIFICATION OF CHIROPRACTOR'S ASSISTANT TRAINING	
EMPLOYER/SUPERVISING DC:	<u>Dr. Sack Nolle</u>
ADDRESS	<u>9476 Double R Blvd #1A</u>
CITY/STATE/ZIP	<u>Reno NV 89521</u>

DATE OF HIRE 1/31/18

TELEPHONE (775) 284-3333

INDICATE PREVIOUS TRAINING OR CERTIFICATION:

1. ☐ FORMAL PROGRAM (TRANSCRIPT MUST BE SENT FROM SCHOOL) n/A
SCHOOL ATTENDED: _____
DATES ATTENDED: FROM _____ THROUGH _____ TOTAL NUMBER OF CLASSROOM HOURS ATTENDED: _____

IF YOU HAVE ALREADY RECEIVED FORMAL TRAINING AS A CHIROPRACTOR'S ASSISTANT AND COMPLETED NO. 1, SKIP NOS. 2 AND 3 AND SIGN AT THE BOTTOM OF THIS PAGE IN THE PRESENCE OF A NOTARY.

NOTE: TO APPLICANTS WHO ARE APPLYING FOR CERTIFICATION UNDER THE PROVISION FOR ON-THE-JOB TRAINING - APPLICATIONS MUST BE SUBMITTED WITHIN 15 DAYS OF BEGINNING OF TRAINING.

2. ☒ ON-THE-JOB TRAINING IN CHIROPRACTIC FACILITY
3. ☐ ON-THE-JOB TRAINING IN A HEALTH CARE FACILITY OTHER THAN CHIROPRACTIC

IF 2 OR 3 ABOVE APPLY, PLEASE COMPLETE THE FOLLOWING:

NAME OF PERSON RESPONSIBLE FOR YOUR TRAINING _____

ADDRESS 9476 Double R Blv suit A
CITY/STATE/ZIP Reno NV 89521 TELEPHONE (775) 284-3333
DATES OF TRAINING: BEGINNING: 08/06/18 ENDING: 02/06/19



Please read the Affidavit carefully.

AFFIDAVIT:

The undersigned, being duly sworn under penalty of perjury, deposes and says that the statements contained herein are true, complete and correct to the best of his/her knowledge and belief; that he/she has not suppressed any information which might affect this application; that he/she has not omitted any information relevant to his/her current fitness to practice; that he/she is of good moral character and will conform to the ethical standards and conduct of the chiropractic profession; that he/she will notify the CPBN of any and all changes to the information in this application, including changes of address and that he/she has otherwise met all statutory requirements and will abide by the provisions of NRS and NAC 634 including that he/she will not perform chiropractic adjustments or any other act prohibited by NAC 634.460 and that he/she has read and understands this affidavit.

Aug 1 2018 [Signature]
DATE APPLICANT'S SIGNATURE

COUNTY OF Washoe
STATE OF Nevada

SIGNED AND SWORN TO BEFORE ME ON THIS 01 DAY OF Aug. 2018

[Signature]
NOTARY PUBLIC



Stamos N.

Ms. Stamos's explanation
regarding her misrepresentation
of her responses to Question
numbers 3 and 4

10/24/18

I mistakenly Didn't include my ~~minor~~ Careless Driving
Because I was a minor and the case was closed so
long Ago. As far as the simple Battery I Honestly
completely Forgot about it. I Apologiz for my
Mistake in my paper work I should have taken
More time to complete it to avoid errors.

Natalie Stamos

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Question Numbers 3 and 4

Court Documents

RENO CRIMINAL
CASE SUMMARY
CASE NO. cRCR2001-006504

775 688-1920

State Of Nevada vs. Natalie Elaine STAMOS

§
§
§
§

Location: **Reno Criminal**
Judicial Officer: **Finley, Barbara**
Filed on: **12/17/2001**

CASE INFORMATION

Offense	Statute	Deg	Date	Case Type:	Misdemeanor
1. CARELESS DRIVING	70.3877	M	12/17/2001		
Statistical Closures				Case Status:	07/12/2002 Concluded
07/12/2002 Conversion Cleanup					

DATE

CASE ASSIGNMENT

Current Case Assignment

Case Number	cRCR2001-006504
Court	Reno Criminal
Date Assigned	12/17/2001
Judicial Officer	Finley, Barbara

CHIROPRACTIC PHYSICIANS'
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PARTY INFORMATION

Plaintiff	The State of Nevada
Defendant	STAMOS, Natalie Elaine

DATE

EVENTS & ORDERS OF THE COURT

INDEX

04/05/2002	Case Filed
04/25/2002	Sentence (Judicial Officer: Finley, Barbara) 1. CARELESS DRIVING REVOKED Converted Disposition: Fine + Assessment Fees: 250.00 + 80.00 (2) Due Date: 04/25/2002 Condition - Adult: 1. Drug and Alcohol Abuse Program - Level 1, Inactive Condition, 04/25/2002 - 04/30/2002, Closed 04/30/2002 2. Victim Impact Panel, Inactive Condition, 04/25/2002 - 04/30/2002, Closed 04/30/2002
04/25/2002	Amended Sentence (Judicial Officer: Finley, Barbara) 1. CARELESS DRIVING IMPOSED Converted Disposition: Fine + Assessment Fees: 250.00 + 80.00 (2) Due Date: 06/21/2002 Completed Date: 06/21/2002 Condition - Adult: 1. Drug and Alcohol Abuse Program - Level I, 04/25/2002 - 06/04/2002, Satisfied 07/10/2002 2. Victim Impact Panel, 04/25/2002 - 04/30/2002, Active 04/25/2002
07/12/2002	Case Concluded 7/10/2002
07/12/2002	Disposition (Judicial Officer: Finley, Barbara) 1. CARELESS DRIVING Found Guilty

DEFENDANT COURT HISTORY

STAMOS, NATALIE ALAINE

DOB: 06/01/1983

Case#: 09 CR 31412 21 Case Status: CLOSED Other Agency#: 09-35217

LAST EVENT: 10/18/2011 MOTION HEARING - JUDGE HOWARD - NO HEARING HELD

CHARGE AND SENTENCE INFORMATION

Charge 1: 06.06.335A1 - DRIVING UNDER THE INFLUENCE OF ALCOHOL-1ST PCN#: 0918493 WRT#: 1
Jail Days: 60 REV
Suspended Days: 60 SS \$2 YR
Offense Dt: 10/24/2009
Arrest Dt: 10/24/2009
Plea: 01/26/2010 - NO CONTEST
Disposition: 07/27/2010 - SUSPENDED SENTENCE REVOKED
60 DAY S/S REVOKED, NAS W/CPTS

Charge 2: 06.06.330 - CARELESS DRIVING PCN#: 0918493 WRT#: 1
Jail Days: 0
Suspended Days: 0
Offense Dt: 10/24/2009
Arrest Dt: 10/24/2009
Plea:
Disposition: 01/21/2010 - DISMISSED

Charge 3: 22.010FTC - CONTEMPT OF COURT-FAILURE TO COMPLY WARRANT PCN#: 0912814 WRT#: 1
Jail Days: 25 CONSE
Suspended Days: 0
Offense Dt: 07/26/2010
Arrest Dt: 07/26/2010
Plea: 07/27/2010 - ADMIT
Disposition: 07/27/2010 - FOUND IN CONTEMPT
NAS
CREDIT FOR JAIL TIME SERVED GIVEN.

BALANCE: 0.00 PAID OFF

CONDITIONS:	Due Dt	Ordered Amt	Balance
484 PROGRAM		\$1 YEAR(S)	\$1 YEAR(S)
ASU FORMAL PROBATION: ORDERED TO REPORT TO ASU			
BREATH INTERLOCK DEVICE		\$12 MONTH(S)	\$12 MONTH(S)
DUI SCHOOL LEVEL 2X		\$26 WEEK(S)	\$6 WEEK(S)
JAIL TIME: ARRIVE ALCOHOL & DRUG FREE			
NO ALCOHOL, DRUGS OR DRUG PARAPHERNALIA			
NO ALTERNATIVE SENTENCING ALLOWED			
OTHER CONDITION:			
PRELIMINARY BREATH TEST REQUIRED		\$365 D	\$255 D
SEARCH & SEIZURE FOR ALCOHOL, DRUGS & PARA			
URINE ANALYSIS TEST REQUIRED		\$365	\$362
COURT SUBSTANCE ABUSE EVALUATION	01/25/2010	\$1 EVALUATION	\$1 EVALUATION
VICTIM IMPACT PANEL	04/21/2010	\$1 COURSE	\$1 COURSE
COMMUNITY SERVICE HOURS (SCWP)	07/09/2010	\$11	\$0
COURT-MONITORED SENTENCE			
WASHOE COUNTY PRE-TRIAL SERVICES SUPERVISION			
SUSPENDED SENTENCE: INFORMAL PROBATION	01/26/2012	\$2 YEAR(S)	\$2 YEAR(S)

Case#: 09 CR 00564 21 002 Case Status: CLOSED Other Agency#: 09-39238

LAST EVENT: 03/30/2010 BENCH TRIAL - JUDGE HOWARD - SENTENCING HEARING HELD

CHARGE AND SENTENCE INFORMATION

Charge 1: 08.08.020A - SIMPLE BATTERY PCN#: 0908644 WRT#: 1
Jail Days: 0
Suspended Days: 90 \$2 YR
Offense Dt: 11/28/2009
Arrest Dt: 01/11/2010
Plea: 03/30/2010 - NO CONTEST
Disposition: 03/30/2010 - GUILTY

Charge 2: 08.08.010 - ASSAULT ON ANOTHER PERSON PCN#: 0908644 WRT#: 2

Reno Municipal Court
CourtView History - as of 10/24/2018

Offense Dt: 11/28/2009
Arrest Dt: 01/11/2010
Plea:
Disposition: 03/30/2010 - DISMISSED

Jail Days: 0
Suspended Days: 0

Charge 3: 08.10.010 - TRESPASSING

PCN#: 0908644

WRT#:

Offense Dt: 11/28/2009
Arrest Dt: 01/11/2010
Plea:
Disposition: 03/30/2010 - DISMISSED

Jail Days: 0
Suspended Days: 0

BALANCE: 0.00 PAID OFF

CONDITIONS:

NO ALCOHOL, DRUGS OR DRUG PARAPHERNALIA

NO CONTACT ORDER

REPORT TO THE MARSHAL DIVISION

SEARCH & SEIZURE FOR ALCOHOL, DRUGS & PARA

OBEY ALL LAWS

COURT-MONITORED SENTENCE

WASHOE COUNTY PRE-TRIAL SERVICES SUPERVISION

SUSPENDED SENTENCE: INFORMAL PROBATION

Due Dt

Ordered Amt

Balance

03/28/2012

\$2

YEAR(S)

\$2

YEAR(S)

03/30/2012

\$2

YEAR(S)

\$2

YEAR(S)

- END OF RECORD -

RENO CRIMINAL
CASE SUMMARY
CASE NO. CRCR2001-006504

07/12/2002

Plea (Judicial Officer: Finley, Barbara)
1. CARELESS DRIVING
Guilty

DATE

FINANCIAL INFORMATION

Defendant STAMOS, Natalie Elaine
Total Charges
Total Payments and Credits
Balance Due as of 10/24/2018

330.00
330.00
0.00

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 12 Consideration/decision related to the application for re-activation of license to practice chiropractic for Mandana Fournaj-McEntire, DC - For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character alleged misconduct, or professional competence of Dr. McEntire.)

RECOMMENDED MOTION: No recommendation

PRESENTED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 15 minutes

BACKGROUND INFORMATION: Please see the attached documentation

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

MANDANA POURNAJ-MCENTIRE, DC

Doctor of Chiropractic Degree 12/13/1991 Cleveland Chiropractic College - LA

Examination

Dr. Pournaj-McEntire passed the National Board of Chiropractic Examiners Examination Parts I-II and Physiotherapy in March 1992. She passed the NBCE SPEC in April 2003.

Reason for Board Appearance

1. Dr. Pournaj-McEntire has not practiced chiropractic since January 2009.
 - Dr. Pournaj-McEntire applied for a Chiropractic Assistant certification on April 30, 2018, and has been working as a Chiropractic Assistant with Curtis McEntire, DC since that time.

State Licensure

Dr. Pournaj-McEntire holds Expired Chiropractic licensure in California and Nevada with no derogatory information indicated.

The Federation of Chiropractic Licensing Boards and the National Practitioner Data Bank do not reflect any derogatory information.

*Chiropractic Physicians' Board of Nevada
January 10, 2019*

**WAIVER OF STATUTORY
NOTICE OF OPEN
MEETING LAW
(NRS 241.033)**

BRIAN SANDOVAL
Governor
JASON O. JAEGER, DC
President
MORGAN ROVETTI, DC
Vice President
XAVIER MARTINEZ, DC
Secretary-Treasurer

STATE OF NEVADA



MAGGIE COLUCCI, DC
Member
NICOLE CANADA, DC
Member
TRACY DiFILLIPPO, ESQ
Consumer Member
JOHN BERTOLDO, ESQ
Consumer Member
JULIE STRANDBERG
Executive Director

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

4600 Kietzke Lane, M-245
Reno, Nevada 89502-5000
Fax (775) 688-1920

Telephone (775) 688-1921
Website: <http://chirobd.nv.gov>

Email: chirobd@chirobd.nv.gov

December 31, 2018

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

DEC 31 2018

VOLUNTARY WAIVER OF STATUTORY NOTICE
OF A MEETING OF THE
CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

RECEIVED
RENO, NEVADA 89502

I, Mandana Pournaj-McEntire, DC, understand that the Nevada Open Meeting Law (NRS 241.033) grants to me a personal right to prior written notice of the time and place of a meeting whereas the Board will consider any one or more of the following matters: my character, alleged misconduct, professional competence, or physical or mental health. I understand that the Board must consider one or more of the above matters when it reviews the Application for DC Licensure.

I know that by law the Board must give me this written notice in one of the two following ways before it is allowed to consider my request at its next scheduled meeting unless I personally choose to give up my right to receive my notice in such a way:

1. The Board must send the notice to me by certified mail at least twenty-one (21) working days before its meeting, or
2. It must deliver the notice to me personally at least (5) working days before its meeting.

I am aware that the next scheduled meeting will be held at 8:45 AM on Thursday, January 10, 2019, in Building A, Suite 1, of the Nevada State Board of Dental Examiners, Las Vegas, Nevada 89118, and I want the Board to address my Application for DC Licensure. This waiver of rights expedites the Board's decision regarding my request, which is my wish in this matter. Therefore, I waive my rights to the notice specified by the Nevada Open Meeting Law with respect to the Board's January 10, 2019 meeting.

Signed on this 31 Day of December, 2018

By: Mandana Pournaj-McEntire, DC

Please fax the signed form to (775) 688-1920 or email to chirobd@chirobd.nv.gov.

APPLICATION

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

4600 Kietzke Lane, Suite M-245, Reno, NV 89502
775-688-1921 / 775-688-1920 (fax)

APPLICATION FOR RE-ACTIVATION OF LICENSE TO PRACTICE CHIROPRACTIC IN THE STATE OF NEVADA

Print clearly or type

Fee must accompany application

**PLEASE NOTE: FAILURE TO ANSWER ALL QUESTIONS COMPLETELY AND TRUTHFULLY WILL
RESULT IN DENIAL OF THIS APPLICATION AND THE FEE IS NOT REFUNDABLE**

Nevada License No.: B0992 Date granted: 8/22/2003

Name: Mandann Pournaj-McEntire Phone No.: _____

Address: _____ Email: _____

State in which currently actively practicing: 0
License No.: _____ Date granted: _____ Expiration: _____

Address of current practice: 5365 Mac Anne Ave Suite A2
Reno, NV 89523

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

Date on which you began current active practice: 18 DEC 31 2018

If not currently practicing, give date on which you ceased practicing: 2009

State in which you last practiced: Nevada

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RENO, NEVADA 89502

Other state in which you have been granted a license to practice chiropractic: California

Current status of other licenses: inactive

1. Have you ever been denied a license by any other jurisdiction? ___ Yes ___ No If yes, give details: _____

2. Have you ever surrendered a license? ___ Yes ___ No If yes give details: _____

3. Are there any outstanding complaints or disciplinary actions pending against you in any other jurisdiction?
___ Yes ___ No If yes, give details: _____

4. Have you ever been the subject of disciplinary action in any other jurisdiction? ___ Yes ___ No If yes, give details: _____

5. Have you ever been named as a defendant in a professional malpractice suit? ___ Yes ___ No If yes, give details: _____

6. Have you ever been arrested for or charged with any crime other than a traffic violation (include any DUIs)? **Note: Even if you have had records sealed and you have been told that your file has been cleared, you must report this information, including juvenile records.** ___ Yes ___ No If yes, give details and final disposition: _____

7. Have you ever been convicted of a crime other than a traffic violation (include any DUIs)? **Note: Even if you have had records sealed and you have been told that your file has been cleared, you must report this information, including juvenile records.** ___ Yes ___ No If yes, give details and final disposition: _____

8. Are you now or have you ever been found in default in the payment of a student loan? ___ Yes ___ No If yes give details: Currently in good standing as of 2 yrs

CC#0097018194 #1225-00
3625
CC
12/31
FP
12/2

9. Have you ever been drug or alcohol dependent and/or enrolled in a drug or alcohol rehabilitation program?
Yes No If yes, give details: _____

Please mark the appropriate response regarding child support (**FAILURE TO MARK ONE OF THE THREE WILL RESULT IN DENIAL OF THE APPLICATION**):

- ☒ I am not subject to a court order for the support of a child or children.
- ☐ I am subject to a court order for the support of one or more children and am in compliance with the order or am in compliance with a plan approved by the District Attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.
- ☐ I am subject to a court order for the support of one or more children and am **NOT** in compliance with the order or a plan approved by the District Attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.

Continuing Education seminar(s) attended during the past biennium (must total at least 36 hours):

Seminar Title: Chiropractic sports medicine ^② Chiropractic Guide to Symptoms & Disease
Seminar Sponsor: The Wix D.C.
Date(s) Attended: Dec 15, Dec 19, Dec 29 (all this year)
Number of Hours Attended: 36 hrs ^③ Fundamentals of Clinical Nutrition

NOTE: The \$325.00 fee for restoration from inactive to active status must accompany this application. If restoring from suspended/expired to active, the fee is \$525.00.

AFFIDAVIT:

The undersigned, being duly sworn under penalty of perjury, deposes and says that the statements contained herein are true, complete, and correct to the best of his/her knowledge and belief; that he/she has not suppressed any information which might affect this application; that he/she has not omitted any information relevant to his/her current fitness to practice; that he/she is of good moral character and will conform to the ethical standards and conduct of the profession; that he/she has otherwise met all statutory requirements and believes him/herself eligible for activation of his/her license to practice chiropractic, and that he/she has read and understands this affidavit.

12/31/2018
Date

Signature of Applicant

County of

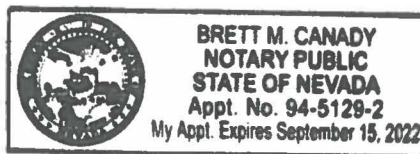
Washoe

State of

Nevada

Subscribed and sworn to before me
this 31st day of December, 20 18

Notary Public



Approved: Not Approved:

President

Secretary

NPDBP.O. Box 10832
Chantilly, VA 20153-0832<https://www.npdb.hrsa.gov>

DCN: 5500000142398314

Process Date: 01/07/2019

Page: 1 of 1

POURNAJ-MCENTIRE, MANDANA PATRISHA

For authorized use by:

CHIROPRACTIC PHYSICIANS BOARD OF
NEVADA**POURNAJ-MCENTIRE, MANDANA PATRISHA - ONE-TIME QUERY RESPONSE****A. SUBJECT IDENTIFICATION INFORMATION (Recipients should verify that subject identified is, in fact, the subject of interest.)**

Practitioner Name: POURNAJ-MCENTIRE, MANDANA PATRISHA
Date of Birth: [REDACTED] **Gender:** FEMALE
Organization Type: CHIROPRACTIC GROUP/PRACTICE (361)
Work Address: 5365 MAE ANNE AVE STE A2, RENO, NV 89523-1841
Home Address: 1481 WESTON PL, RENO, NV 89509-2243
Social Security Number: ***-**-****
License: CHIROPRACTOR, B0992, NV
 CHIROPRACTOR, 22558, CA
Professional School(s): CLEVELAND CHIROPRACTIC COLLEGE (1991)

B. QUERY INFORMATION

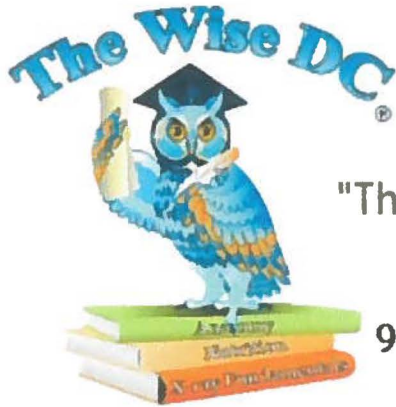
Statutes Queried: Title IV; Section 1921; Section 1128E
Query Type: This is a One-Time query response. Your organization will only receive future reports on this practitioner if another query is submitted.
Entity Name: CHIROPRACTIC PHYSICIANS BOARD OF NEVADA (DBID ending in ...20)
Authorized Submitter: JULIE STRANDBERG, EXECUTIVE DIRECTOR, (775) 688-1923

C. SUMMARY OF REPORTS ON FILE WITH THE DATA BANK AS OF 01/07/2019**The following report types have been searched:**

Medical Malpractice Payment Report(s):	No Reports	Health Plan Action(s):	No Reports
State Licensure Action(s):	No Reports	Professional Society Action(s):	No Reports
Exclusion or Debarment Action(s):	No Reports	DEA/Federal Licensure Action(s):	No Reports
Government Administrative Action(s):	No Reports	Judgment or Conviction Report(s):	No Reports
Clinical Privileges Action(s):	No Reports	Peer Review Organization Action(s):	No Reports

----- No Reports Found Based on the Subject Information Submitted -----

CONTINUING EDUCATION



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email: support@thewisedc.com

ONLINE CHIROPRACTIC COURSE

COURSE REPORT FOR:

December 15, 2018

LICENSE NO: NV:B0992

REGISTRANT: *Mandana McEntire*
1481 Weston Place
Reno NV 89509

Date of Completion	Seminar Title	Instructor	Grade	Hours
Dec 15, 2018 6:00 pm	Chiropractic Sports Medicine	Louis Camilli, DC	96%	12

Course Approval Codes: NV:4801

Total Hours: 12

Official Signature:

Dr. Louis Camilli

*Dr. Louis Camilli, DC, CEO and
Post Graduate Lecturer
The Wise DC, Inc.*

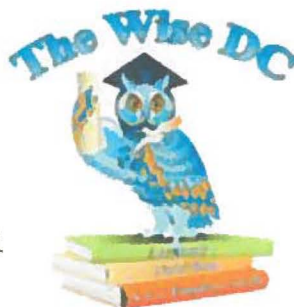
CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

DEC 31 2018

RECEIVED
RENO, NEVADA 89502

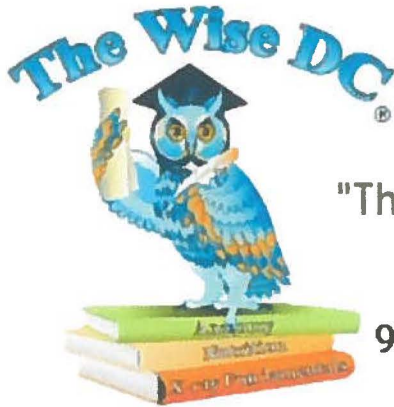
The Wise DC is recognized by
the PACE program of the Federation of Chiropractic Licensing Boards.
States approved by PACE: AK, ID, IN, IA, KS, MA, MD, ME, MN, MT, NC, ND,
NE, NJ, NM, NV, OH, OR, SC, SD, TN, UT, VA, VT, Puerto Rico and Nova Scotia.
The continuing education hours identified above were earned through distance learning

Retain this certificate of completion for 5 years.



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ONLINE CHIROPRACTIC COURSE

COURSE REPORT FOR:

December 19, 2018

LICENSE NO: NV:B0992

REGISTRANT: *Mandana McEntire*
1481 Weston Place
Reno NV 89509

Date of Completion	Seminar Title	Instructor	Grade	Hours
Dec 19, 2018 8:58 am	Chiropractic Guide to Symptoms and Disease Course	Louis Camilli, DC	94%	12

Course Approval Codes: NV:4810

Total Hours: 12

Official Signature:

Dr. Louis Camilli

*Dr. Louis Camilli, DC, CEO and
Post Graduate Lecturer
The Wise DC, Inc.*

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

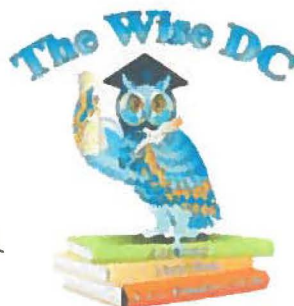
DEC 31 2018

RECEIVED
RENO, NEVADA 89502

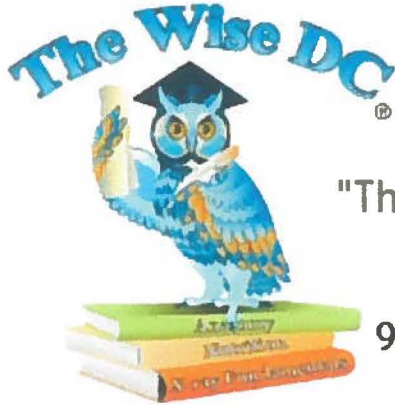
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States approved by PACE: AK, ID, IN, IA, KS, MA, MD, ME, MN, MT, NC, ND,
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ONLINE CHIROPRACTIC COURSE

COURSE REPORT FOR:

December 29, 2018

LICENSE NO: NV:B0992

REGISTRANT: *Mandana McEntire*
1481 Weston Place
Reno NV 89509

Date of Completion	Seminar Title	Instructor	Grade	Hours
Dec 29, 2018 1:56 pm	Fundamentals of Clinical Nutrition Course	Louis Camilli, DC	96%	12

Course Approval Codes: NV:4856

Total Hours: 12

Official Signature:

Dr. Louis Camilli

*Dr. Louis Camilli, DC, CEO and
Post Graduate Lecturer
The Wise DC, Inc.*

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

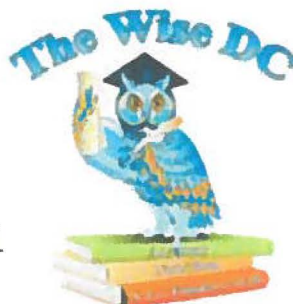
DEC 31 2018

RECEIVED
RENO, NEVADA 89502

The Wise DC is recognized by
the PACE program of the Federation of Chiropractic Licensing Boards.
States approved by PACE: AK, ID, IN, IA, KS, MA, MD, ME, MN, MT, NC, ND,
NE, NJ, NM, NV, OH, OR, SC, SD, TN, UT, VA, VT, Puerto Rico and Nova Scotia.
The continuing education hours identified above were earned through distance learning

Retain this certificate of completion for 5 years.

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CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13 Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action.

RECOMMENDED MOTION: **No recommendation**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **60 minutes**

BACKGROUND INFORMATION:

- A. Complaint 16-11S (Colucci)
- B. Complaint 17-08S (Lurie)
- C. Complaint 17-24S (Jaeger)
- D. Complaint 17-28S (Colucci)
- E. Complaint 18-08S (Jaeger)
- F. Complaint 18-10N (Martinez)
- G. Complaint 18-11S (Jaeger)
- H. Complaint 18-12S (Jaeger)
- I. Complaint 18-13S (Rovetti)
- J. Complaint 18-14S (Rovetti)
- K. Complaint 18-15S (Jaeger)
- L. Complaint 18-16N (Martinez)
- M. Complaint 18-17S (Jaeger)
- N. Complaint 18-18N (Martinez)

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13A Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

A. Complaint 16-11S (Dr. Colucci)

RECOMMENDED MOTION: No recommendation.

PREPARED BY: Maggie Colucci, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The Board received copies of two depositions involving an Associate DC who, under the direction of another DC allegedly utilized a template for all patients which identified the same treatment codes, x-rays, etc. for all patients. The Advantage Group conducted a thorough review of the patients' records and has provided it to the Board for review.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13A

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13B Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

B. Complaint 17-08S (Dr. Martinez)

RECOMMENDED MOTION: No recommendation.

PREPARED BY: Xavier Martinez, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The Notice of Charges was served to the DC and his attorney. Due to a scheduling conflict a continuance was requested and granted to move to the April Board meeting.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13B

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13C Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

C. Complaint 17-24S (Dr. Jaeger)

RECOMMENDED MOTION: No recommendation.

PREPARED BY: Jason O. Jaeger, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The complainant alleged that the DC conducted chiropractic outside the hours of operation of the clinic to which the services have not been documented in the point of sale system or patient record system, so there is no evidence that payment was made. In addition, the DC allegedly distributed Marijuana out of the clinic. This complaint has evolved from the original complaint and is pending a criminal matter.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13D Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

D. Complaint 17-28S (Dr. Colucci)

RECOMMENDED MOTION: No recommendation.

PREPARED BY: Maggie Colucci, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The Board was notified by the National Practitioners Data Bank that a DC settled a malpractice claim, which is to be reported to the Board by the DC within 15 days pursuant to NAC 634.425. To date the DC has not notified the Board of this action.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13E Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

E. Complaint 18-08S (Jaeger)

RECOMMENDED MOTION: No recommendation.

PREPARED BY: Julie Strandberg

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The Board is in receipt of a complaint from a Nevada attorney regarding a judge's ruling, that in order to be an expert reviewing chiropractic patient records the chiropractor must be licensed in Nevada.

In this case, the judge struck the trial testimony provided by an out-of-state DC.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13E

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13F Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

F. Complaint 18-10S (Dr. Martinez)

RECOMMENDED MOTION: No recommendation.

PREPARED BY: Xavier Martinez, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: This complaint is connected to agenda item 7.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 13G** Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

G. Complaint 18-11S (Dr. Jaeger)

RECOMMENDED MOTION: **No recommendation.**

PREPARED BY: **Jason O. Jaeger, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **5 minutes**

BACKGROUND INFORMATION: **Legality of a non-licensed DC performing peer reviews on Nevada DC's.**

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13G

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13H Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

H. Complaint 18-12S (Dr. Jaeger)

RECOMMENDED MOTION: Dismissal.

PREPARED BY: Jason O. Jaeger, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: Legality of a non-licensed DC performing peer reviews on Nevada DC's.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13H

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13I Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

I. Complaint 18-13S (Dr. Rovetti)

RECOMMENDED MOTION: No recommendation

PREPARED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: This complaint originated with Farmers Insurance through the National Insurance Crime Bureau with respect to a Physical Therapy group. The concern was the charges and the use of billing codes and what appears to possibly be a chiropractic adjustment.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13J Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

J. Complaint 18-14S (Dr. Rovetti)

RECOMMENDED MOTION: No recommendation

PREPARED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: During a DC's appearance before the Board he stated that he had been practicing chiropractic while his license was revoked. A citation was served and the DC did not respond within the 10 days from the date of issuance (9/16/18).

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13J

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13K Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

K. Complaint 18-15S (Dr. Jaeger)

RECOMMENDED MOTION: No Recommendation.

PREPARED BY: Jason O. Jaeger, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The complainant alleged that a DC is allowing staff to perform CA duties in the office while they are absent.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13K

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13L Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

L. Complaint 18-16N (Dr. Martinez)

RECOMMENDED MOTION: No recommendation.

PREPARED BY: Xavier Martinez, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The complainant alleged that they were misled by the chiropractor.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13L

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13M Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

M. Complaint 18-17S (Dr. Jaeger)

RECOMMENDED MOTION: No Recommendation.

PREPARED BY: Jason O. Jaeger, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The complainant alleged that the chiropractor is acting outside the scope of chiropractic.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13M

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 13N Status report regarding anonymous profiles of possible disciplinary actions. Board action will be limited to either dismissing the matter if the Board determines there is no violation, it has no jurisdiction over the subject, or providing direction to pursue the matter further – For possible action:

N. Complaint 18-18N (Dr. Martinez)

RECOMMENDED MOTION: No recommendation.

PREPARED BY: Xavier Martinez, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 5 minutes

BACKGROUND INFORMATION: The chiropractor is advertising a procedure outside the scope of practice.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 13N

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 14 FCLB/NBCE Matters – For possible action.**

- A. Selection of Board's choice for FCLB Voting Delegate
- B. Selection of Board's choice for FCLB Alternate Delegate
- C. Selection of Board's choice for NBCE Voting Delegate
- D. Selection of Board's choice for NBCE Alternate Delegate
- E. Selection of Board Member to participate in the Spring National Board Part IV Exam - May TBD, 2019
- F. Selection of Board Member to participate in the National Board Part IV Test Committee meeting - June TBD, 2019
- G. Selection of Board Member to participate in the Fall National Board Part IV Exam - November TBD, 2019
- H. Other FCLB/NBCE matters

RECOMMENDED MOTION: **No recommendation.**

PREPARED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **10 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: ☒ President ☒ Secretary ☒ Executive Director

ACTION: ☐ Approved ☐ Approved w/Modifications ☐ Denied ☐ Continued



Highlights

From the FCLB

info@fclb.org • [FCLB Home](#) • Contact FCLB: (970) 356-3500

Join us in Mission Bay

May 1-5, 2019
Hilton Resort Mission Bay

2019 CHECKLIST

- ★ Add travel approval & delegate selection to your board's agenda
- ★ Submit your board's delegate designations to NBCE & FCLB
- ★ Book your hotel and make travel plans
- ★ Register, review the issues & elections

2019 DEADLINES

February 3, 2019
Bylaws Amendments
March 5, 2019
Intent to Run
April 2, 2019
Room Block Closes
April 4, 2019
Voting Delegate & Alternate Designation

THANK YOU

Thanks to everyone who participated in this year's District meetings in Palm Springs, California; Palm Beach, Florida; and Fort Walton Beach, Florida. It was a pleasure to meet with all of you. Special thanks to the California Chiropractic Association, Keiser University, and Standard Process for their contributions. Also, thanks to the district representatives of the NBCE.

DISTRICT MEETING UPDATE

This year's FCLB regional meeting focused on many challenges currently facing regulators, including the opioid epidemic and dry needling.

As in past years, the roundtable discussions sparked the greatest collaboration. Some of the hot issues we discussed were online CE parameters, multi-disciplinary clinics, and CBD products.

The FTC/Supreme Court decision continues to be of great interest. Many boards are just beginning find out how this decision will affect board operations. We'll keep you updated.

Specialty certifications are a big issue for all of our boards. How do boards evaluate the validity of certifications? How do advertising rules apply so that patients aren't misled about the quality of training involved?

As we discussed at the meeting, I encourage all of our boards to take a close look at their operations and make whatever changes are necessary to keep them effective and efficient. Consider training for new board members as well as yearly self-evaluations.

CIN-BAD

Our Chiropractic Information Network – Board Action Databank is getting ready to come to you! A complete system upgrade was recently launched with a new look and a new feature. The Action

Notification System (ANS) will allow your board to register your full licensee list in CIN-BAD and get immediate notifications whenever actions are reported for one of your doctors. Keep an eye out for beta testing soon.

PACE

In FCLB news, the PACE program is growing. Following a resolution put forth at our Phoenix conference in which members voted to encourage PACE participation from every board, we've added new services and flexibility for PACE boards and PACE users. If your board currently accepts PACE, please consider asking your staff to add a link to your website. Helping licensees find quality CE can streamline your processes significantly.

Additionally, we now have online access to CE reports for any licensees who've taken a PACE course. When it's time to audit your licensee's continuing education, chiropractors with PACE credits can simply click to send an email report directly to your board. No more paper tsunamis!

CCCA

Another service available to your board is the Certified Chiropractic Clinical Assistant (CCCA) program. As more boards look at patient safety and chiropractic assistants, the need for uniform standards is increasing. Like all of our programs and services, the CCCA is designed so you don't have to reinvent the wheel. If you are considering language to regulate chiropractic assistants, please contact us to learn how this program might help your board.

TEMPORARY LICENSURE

Does your board have provisions for DCs who travel with sports teams or offer disaster relief? A recent FCLB PowerPoll shows that only 17 member boards offer a temporary license that allows travel to treat. Consider checking out the FCLB's model language to include this important service for your jurisdiction's patients.

CBAC & CBLAC

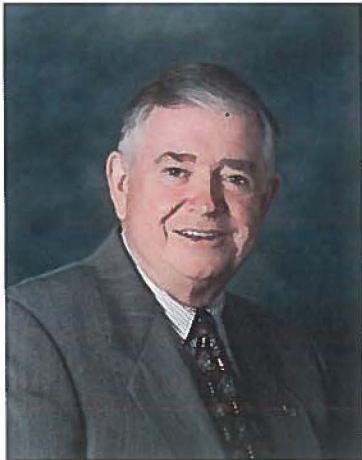
Chiropractic board administrators and legal advisor committees are looking forward to another great meeting during the FCLB's annual conference in Mission Bay, California. We are already hard at work collecting agenda topics and look forward to posting further details online after the first of the year.

Should you wish further information about this or any of the FCLB meetings, you may always contact our board via e-mail. You can also view the minutes of all our FCLB board meetings online.

From: The National Board of Chiropractic Examiners (NBCE) <communications@nbce.org>
Sent: Friday, November 09, 2018 3:47 PM
To: Julie Strandberg
Subject: NBCE Mourns the Loss of Dr. James Badge



NBCE MOURNS THE LOSS OF DR. JAMES J. BADGE



Greeley, Colo.—The National Board of Chiropractic Examiners (NBCE) Board of Directors and staff learned recently that Dr. James J. Badge passed away on November 7.

NBCE President Dr. Salvatore D. LaRusso praised Dr. Badge for his legacy of ethical leadership and influence in the chiropractic profession. “Dr. Badge’s contribution to the NBCE and to our profession is profound,” he stated. “Jim will be greatly missed.”

Dr. Badge’s service included many national and international organizations. At the NBCE, Dr. Badge served in the roles of president, vice president, and district director from 1987-2005. He was instrumental in the survey and publishing of the ***Practice Analysis of Chiropractic***, a survey conducted every five years that is used to inform item development for NBCE’s Part III and Part IV Practical Exam.

Dr. Badge also led the NBCE’s development of its International Affairs Committee to pursue the rapidly expanding use of chiropractic as a significant health care treatment modality. The work of the IAC ultimately led to the formation of the International Board of Chiropractic Examiners (IBCE) whose mission is to promote international standardization of chiropractic education and assessment.

The NBCE salutes Dr. Badge for his exemplary career, his service to the National Board and to the chiropractic profession.

From: Kelly Webb <kwebb@fclb.org>
Sent: Thursday, November 29, 2018 8:26 AM
Subject: The passing of Dr. Richard Vincent



To FCLB Member Board Presidents, Administrators, and Honorary Fellows:
From Maggie Colucci, DC, FCLB President

The Federation of Chiropractic Licensing Boards (FCLB) Board of Directors and staff recently learned that Dr. Richard Vincent of Massachusetts passed away on November 19th.

Dr. Vincent's impact on chiropractic regulation and testing was immeasurable. He was appointed in 1966 to the very first Board of Registration of Chiropractors the Commonwealth of Massachusetts had, holding CH license #3.

Dr. Vincent began his service on the FCLB board in 1967. He served as FCLB president from 1973-1975. Dr. Vincent was honored with the Arvidson award at the 2005 FCLB Annual Congress. The Arvidson award is the highest honor bestowed in chiropractic regulation.

Dr. Vincent also served the National Board of Chiropractic Examiners as a FCLB appointed member and then as District III Director through 1982, serving as NBCE president during his final three-years. In May of 2013, Dr. Vincent was a recipient of the Paul M. Tullio Award for distinguished service to the NBCE.

The FCLB appreciates all that Dr. Vincent brought to chiropractic regulation and to the chiropractic profession. His wisdom and measured disposition will be missed.

--

Kelly R. Webb
PR and PACE Coordinator
Federation of Chiropractic Licensing Boards
5401 W. 10th St., Ste 101
Greeley, CO 80634
www.FCLB.org
(970) 356-3500
kwebb@fclb.org

Julie Strandberg

From: Cynthia Tays <drtaysdc@gmail.com>
Sent: Monday, December 03, 2018 1:33 PM
To: Amanda Miller-Housh; Benjamin S. Lurie; Beth Carter; Cathy Riekeman; Christopher Waddell; Corey Lichtman; Dr. Michael Pendleton; dr.rozadc; drdmclain2; Frank Ruffino; Heather Dehn; Jerry Degrado; Julie Strandberg; Justin Bohall; Karen Campion; Kathleen Lippert; Lindsey Castro; Mark Bronson; Michelle Wendling; Pamela Paschal; Patrick Fortner; Rachel Wendt; Randy Knoche; Richard Guarino, D.C.; Robert Klein; Robert Puleo; Sara Schmidt; Sergio Azzolino; Stacy Bond; Steven Gould
Cc: Carol Winkler; Dr. James Buchanan
Subject: NBCE District IV update

December 3, 2018

Dear NBCE District IV,

I hope you all had a pleasant Thanksgiving weekend.

First, I want to pay tribute to Dr. Jim Badge, whom we mourn after his unexpected death in November. He is already missed but I am thankful for the many years of service he gave the FCLB and National Board.

Thank you for selecting me as your new District IV Director to the NBCE. I am honored to assume this role. My duties began almost immediately with a trip to Greeley, CO for director orientation on October 4. This was extremely informative and something I wish we could do every year. As I sat in a conference room, every department head came in and gave a presentation of their department, including current goals, future goals and past issues. I was surprised as to the quality and comprehensiveness of this information. I also appreciated seeing the faces of those with whom I have corresponded in the past.

I was able to attend the annual board budget meeting in Miami, FL on October 29-November 1 to plan the 2019 budget and review the past year. The National Board has saved about one million dollars in 2018 through the diligent efforts of Dr. Norman Ouzts. This offsets some 2018 revenue loss related to the conversion to computer-based testing for Parts I and II in 2019. I know the selection of Dr. Ouzts as Executive Director of the NBCE was a controversial decision according to some in District IV and elsewhere, but I have been amazed as to all he has accomplished since his arrival. Dr. Ouzts has renegotiated nearly every contract with NBCE and found ways to cut operating costs yet improve benefits to the company. Additionally, there have been some small personnel changes to make operations more efficient. The NBCE is better positioned financially, and there will be no fee increases for students and others testing next year.

The NBCE is now providing state jurisprudence examinations designed specifically for each state. These tests are costing the applicant only around \$50 and there are no costs to the state licensing boards for the development of this quality product. Please let me know if you are interested in pursuing this for your state. There are many benefits to this service, but one large benefit is to have a test that is more defensible legally in case of challenge. Currently the NBCE provides tests for Florida, South Carolina and Oregon and each state has more than one form available.

Also, please let me know if you are interested in an NBCE-developed examination for your chiropractic specialty. Currently the NBCE is writing examinations for the Chiropractic Board of Clinical Nutrition and the American Board of Chiropractic Internists.

The EBAS program is doing well, and has expanded to serve many types of professionals, such as medicine, nursing, dentistry, psychology, pharmacy and occupational therapy. I do note some states have not used EBAS as much for their chiropractic needs in 2018 and want to remind you this is an excellent way to assess your licensees that have ethics and practice violations.

The NBCE has many projects underway, but of prime interest is the recommencement of computer-based testing for Parts I and II in January and February 2019. This is following the successful use of digital imaging testing, using computers and monitors instead of view boxes, at the November Part IV examinations. I was able to observe this at one of the Part IV sites and note that all images were synchronous at each station, and 25 candidates at a time were able to test successfully.

I am open to your suggestions and criticisms of the NBCE and vow to remain objective in analysis and opinion. I have enjoyed my time serving District IV and will continue to be diligent in serving your interests. I hope all of you have a peaceful and festive holiday season!

Best regards,

Cynthia Tays, DC, FACO
Fellow, Academy of Chiropractic Orthopedists
Designated Doctor, TDI-DWC
District IV Director, National Board of Chiropractic Examiners

From: National Board of Chiropractic Examiners (NBCE) <communications@nbce.org>
Sent: Friday, December 07, 2018 9:05 AM
To: Julie Strandberg
Subject: NBCE Announces 2018 Scholarship Winners



NBCE Announces 2018 Scholarship Winners

Greeley, Colo.—The National Board of Chiropractic Examiners congratulates five winners of the \$10,000 Annual Student Scholarship Competition.

The scholarship program is administered by an independent third party, Brighthall, Inc., with President Dr. Claire Johnson leading the review and selection process.

The winning essays for the 2018 competition are:

- **Alexa Beloyianis, New York Chiropractic College:** *An Evaluation of the Relationship between Chiropractic and Allopathic Medicine in the Modern Age*
- **Ryan Burdick, Cleveland University-Kansas City:** *Diversity in Chiropractic's Highest Leadership Positions: A Critical Analysis of Chiropractic Institutions and a Path Forward*
- **Samuel J. Feinberg, Sherman College of Chiropractic:** *On-Site Corporate Health Services and the Role of Chiropractic Care*
- **Maithy Ta, Cleveland University-Kansas City:** *The Opioid Crisis Magnified in At-Risk Populations: A Narrative Review of the Literature*
- **Hudson Taylor, Southern California University of Health Sciences:** *The Science, Art, and Philosophy of Chiropractic: A Delicate Balance*

"The NBCE is proud to honor academic excellence through this program; the board is committed to supporting future chiropractors through scholarships," said NBCE President Dr. Salvatore LaRusso. "Please join us in recognizing this outstanding group of students!"

Each winner will each receive \$2,000 for his or her winning essay. The scholarship is open to students enrolled in U.S., CCE-accredited, chiropractic degree programs. Entrants are required to submit an original essay, written by one student, on a humanities topic that focuses on or relates to chiropractic.

Headquartered in Greeley, Colo., the NBCE is the international testing organization for the chiropractic profession, with the mission of ensuring professional competency through excellence in testing. Established in 1963, the NBCE develops, administers and scores legally defensible, standardized written and practical examinations for candidates seeking chiropractic licensure throughout the United States and in several foreign countries.

The National Board of Chiropractic Examiners (NBCE) | 901 54th Ave, Greeley, CO 80634

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Federation of Chiropractic Licensing Boards

CHIROPRACTIC PHYSICIANS'
BOARD OF NEVADA

NOV 26 2018

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RENO, NEVADA 89502

November 20, 2018

EXECUTIVE OFFICES

5401 W. 10th Street
Suite 101
Greeley, Colorado 80634

970.356.3500
970.356.3599 FAX

www.fclb.org
info@fclb.org

Jon Schwartzbauer, D.C.
Executive Director

OFFICERS

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Patricia Oliver

Ms. Julie Strandberg
Nevada State Board of Chiropractic Physicians
4600 Kietzke Ln Ste M245
Reno, Nevada 89502-5000

Dear Ms. Strandberg,

The Federation of Chiropractic Licensing Boards (FCLB) is pleased announce a new recognition award. Named for a founding member of the International Congress of Chiropractic Examining Boards (the original FCLB), **Dr. Sylva Ashworth** of Nebraska, this award recognizes outstanding women in chiropractic regulation.

Dr. Ashworth was a pioneer and trailblazer at a time when "women didn't do this." A graduate of Palmer in 1910 at age 36, she formally incorporated the Nebraska Chiropractic Association and served as president of the Universal Chiropractors' Association (to this day, the only woman ever to serve as president of a national chiropractic membership society in the United States). But it was her service to the public that serves as a beacon for chiropractors today.

She wrote the early pages of FCLB's history when she founded the ICCEB and held various offices over the years. She also served for decades on the Nebraska Board of Chiropractic Examiners.

In her day, women didn't drive yellow Buicks too fast, women didn't serve as delegates to the Democratic National Conventions, and women didn't found the first chiropractic research foundation. They didn't make house calls, visit patients in the penitentiary, or sleep in their cars to care for as many patients as possible in the 1928 flu epidemic. But Dr. Ashworth did. She was first to exercise hospital privileges, even when the hospitals didn't want her to adjust their patients.

This remarkable woman was the matriarch of the Cleveland family and is great grandmother of today's Dr. Carl Cleveland, III.

FCLB is a non-profit
501(c)(3) corporation.

Contributions are
deductible as allowed
under section 170 of
the IRS Code.

Tax ID 83-0208564

Please visit the following links to learn more about her energetic and visionary spirit, as researched by the late Dr. Joseph Keating, Jr.

<https://www.dynamicchiropractic.com/mpacms/dc/article.php?id=15141>

<https://www.dynamicchiropractic.com/mpacms/dc/article.php?id=15180>

The FCLB will be accepting nominations (form attached) for this recognition until December 3, 2018. You or your organization may want to consider submitting the names of individuals for this new award. Please include in your recommendation the capacity in which you know this person and give specific examples of the nominee's contributions to chiropractic licensure and regulation

The FCLB is very excited to recognize outstanding women in chiropractic regulation. We want to thank you in advance for considering this request for nominations.

Please feel free to distribute this to your stakeholders and anyone else you think may be interested as we want to include as many people as possible.

Best wishes,

A handwritten signature in blue ink that reads "Dr. Maggie Colucci". The signature is fluid and cursive, with the first name "Maggie" being more prominent.

Maggie Colucci, DC
President

NOMINATION FORM



Sylva Ashworth Award

*given by the
Federation of Chiropractic Licensing Boards*

Named for a founding member of the International Congress of Chiropractic Examining Boards (original FCLB), Dr. Sylva Ashworth of Nebraska, it recognizes outstanding women in chiropractic regulation.

Your Name: _____

Person Nominated: _____

1. In what capacity have you known this person?

2. Please give specific examples this person's contributions to chiropractic, chiropractic licensure and regulation.

A curriculum vitae or biographical sketch of the nominee should accompany this form.
This award will be presented during the next Annual Conference.

Mail your nomination to:

FCLB Award Program
5401 W 10th Street, Suite 101
Greeley, CO 80634

- or fax to FCLB - 970-356-3599

-or e-mail to - info@fclb.org

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 15** Committee Reports - For possible action

- A. Continuing Education Committee (Dr. Martinez) – For possible action.**
- B. Legislative Committee (Dr. Jaeger) – For possible action.**
- C. Preceptorship Committee (Dr. Rovetti) – For possible action.**
- D. Test Committee (Dr. Rovetti) – For possible action.**

RECOMMENDED MOTION: **No recommendation**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **20 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 16** Consider revision to proposed Board bill – For possible action.

RECOMMENDED MOTION: **No recommendation.**

PREPARED BY: **Xavier Martinez, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **10 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: ☒ President ☒ Secretary ☒ Executive Director

ACTION: ☐ Approved ☐ Approved w/Modifications ☐ Denied ☐ Continued

**MOCK-UP OF BILL DRAFT LANGUAGE FOR 2017 SESSION FROM
THE CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA**

Section 1. NRS 634.014 shall be amended to read as follows:

634.014 "Chiropractic adjustment" means ~~the~~ *any* application of a precisely controlled force applied by hand or mechanical device to a specific focal point of the anatomy for the sole purpose of creating a specific angular movement in skeletal articulations to eliminate or decrease interference with neural transmission ~~and~~ *, to improve health, or to* correct or attempt to correct subluxation complex.

Sec. 2. NRS 634.020 shall be amended to read as follows:

634.020 1. The Chiropractic Physicians' Board of Nevada, consisting of seven members appointed by the Governor, is hereby created.

2. The Governor shall appoint:

(a) Four members who are:

(1) Graduates of chiropractic schools or colleges giving a course of study embracing the following subjects: Anatomy, bacteriology, chiropractic theory and practice, diagnosis or analysis, elementary chemistry and toxicology, histology, hygiene and sanitation, obstetrics and gynecology, pathology, physiology and symptomatology;

(2) Licensed under this chapter; and

(3) Actually engaged in the practice of chiropractic in this State and who have been so engaged in this State for at least 3 years preceding their appointment.

(b) One member who represents the interests of persons or agencies that regularly provide health care to patients who are indigent, uninsured or unable to afford health care. This member may be licensed under the provisions of this chapter.

(c) Two members who are representatives of the general public. A member appointed pursuant to this paragraph must not be:

- (1) A chiropractor or a chiropractor's assistant; or
- (2) The spouse or the parent or child, by blood, marriage or adoption, of a chiropractor or a chiropractor's assistant.

3. At least two of the appointees must have had a course in physiotherapy in a school or college of chiropractic. ~~[Not more than two persons who are resident graduates of the same school or college of chiropractic may serve simultaneously as members of the Board.]~~

4. If a member is not licensed under the provisions of this chapter, the member shall not participate in preparing any examination required by the Board.

Sec. 3. NRS 634.080 shall be amended to read as follows:

NRS 634.080 1. ~~[An applicant for examination must file an application not less than 60 days before the date of the examination.]~~

~~2.]~~ 2. An application must be filed with the Secretary of the Board on a form to be furnished by the Secretary.

~~[3.]~~ 2. An application must be verified and must state:

(a) When and where the applicant was born, the various places of the applicant's residence during the 5 years immediately preceding the making of the application and the address to which he or she wishes the Board to mail the license.

(b) The name, age and sex of the applicant.

(c) The names and post office addresses of all persons by whom the applicant has been employed for a period of 5 years immediately preceding the making of the application.

(d) Whether or not the applicant has ever applied for a license to practice chiropractic in any other state and, if so, when and where and the results of the application.

(e) Whether the applicant is a citizen of the United States or lawfully entitled to remain and work in the United States.

(f) Whether or not the applicant has ever been admitted to the practice of chiropractic in any other state and, if so, whether any discharge, dismissal, disciplinary or other similar proceedings have ever been instituted against the applicant. Such an applicant must also attach a certificate from the chiropractic board of each state in which the applicant was licensed, certifying that the applicant is a member in good standing of the chiropractic profession in that state, and that no proceedings affecting the applicant's standing as a chiropractor are undisposed of and pending.

(g) The applicant's general and chiropractic education, including the schools attended and the time of attendance at each school, and whether the applicant is a graduate of any school or schools.

(h) The names of:

(1) Two persons who have known the applicant for at least 3 years; and

(2) A person who is a chiropractor licensed pursuant to the provisions of this chapter or a professor at a school of chiropractic.

(i) All other information required to complete the application.

[4-] 3. An application must include a copy of the applicant's official transcript from the school or college of chiropractic from which the applicant received his or her degree of doctor of chiropractic, which must be transmitted by the school or college of chiropractic directly to the Board.

4. An applicant may take the examination at any time after his or her application has been determined to be complete by the Executive Director.

Sec. 4. NRS 634.090 shall be amended to read as follows:

NRS 634.090 1. An applicant must, in addition to the requirements of NRS 634.070 and 634.080, furnish satisfactory evidence to the Board:

(a) That the applicant is of good moral character;

(b) ~~[Except as otherwise provided in subsection 2, not less than 60 days before the date of the examination, that]~~ *That* the applicant has a high school education and is a graduate from a college of chiropractic which is accredited by the Council on Chiropractic Education or which has a reciprocal agreement with the Council on Chiropractic Education or any governmental accrediting agency, whose minimum course of study leading to the degree of doctor of chiropractic consists of not less than 4,000 hours of credit which includes instruction in each of the following subjects:

- (1) Anatomy;
- (2) Bacteriology;
- (3) Chiropractic theory and practice;
- (4) Diagnosis and chiropractic analysis;
- (5) Elementary chemistry and toxicology;
- (6) Histology;
- (7) Hygiene and sanitation;
- (8) Obstetrics and gynecology;
- (9) Pathology;
- (10) Physiology; and

(11) Physiotherapy; and

(c) That the applicant:

(1) Holds certificates which indicate that he or she has passed parts I, II, III and IV, and the portion relating to physiotherapy, of the examination administered by the National Board of Chiropractic Examiners; or

(2) Has actively practiced chiropractic in another state for not fewer than 7 of the immediately preceding 10 years without having any adverse disciplinary action taken against him or her.

2. The Board may, for good cause shown, waive the requirement for a particular applicant that the college of chiropractic from which the applicant graduated must be accredited by the Council on Chiropractic Education or have a reciprocal agreement with the Council on Chiropractic Education or a governmental accrediting agency.

3. Except as otherwise provided in subsection 4, every applicant is required to submit evidence of the successful completion of not less than 60 credit hours at an accredited college or university.

4. Any applicant who has been licensed to practice in another state, and has been in practice for not less than 5 years, is not required to comply with the provisions of subsection 3.

Sec. 5. NRS 634.100 shall be amended to read as follows:

NRS 634.100 1. An applicant for a license to practice chiropractic in this State must pay the required fee to the Secretary of the Board ~~[not less than 60 days]~~ before the date of the examination.

2. Except as otherwise provided in NRS 622.090:

(a) For a written, closed-book examination which is administered in person by the Board, a score of 75 percent or higher in all subjects taken on the examination is a passing score.

(b) For a written, open-book examination which is administered in person by the Board or an examination that is taken online, a score of 90 percent or higher in all subjects taken on the examination is a passing score.

3. If an applicant fails to pass the first examination, the applicant may take a second examination within 1 year without payment of any additional fees. Except as otherwise provided in NRS 622.090, credit must be given on this examination for all subjects previously passed.

4. An applicant for a certificate as a chiropractor's assistant must pay the required fee to the Secretary of the Board before the application may be considered.

Sec. 6. NRS 634.140 shall be amended to read as follows:

1. Unprofessional conduct.

2. Conviction of:

(a) A violation of any federal or state law regulating the possession, distribution or use of any controlled substance or any dangerous drug as defined in chapter 454 of NRS;

(b) A [~~felony~~] *crime* relating to the practice of chiropractic;

(c) A violation of any of the provisions of NRS 616D.200, 616D.220, 616D.240 or 616D.300 to 616D.440, inclusive; or

(d) Any offense involving moral turpitude.

3. Suspension or revocation of the license to practice chiropractic by any other jurisdiction.

4. ~~[Gross or repeated malpractice]~~ *Incompetence or negligence in the practice of chiropractic medicine.*

5. Referring, in violation of NRS 439B.425, a patient to a health facility, medical laboratory or commercial establishment in which the licensee has a financial interest.

6. Operation of a medical facility, as defined in NRS 449.0151, at any time during which:

(a) The license of the facility is suspended or revoked; or

(b) An act or omission occurs which results in the suspension or revocation of the license pursuant to NRS 449.160.

↪ This subsection applies to an owner or other principal responsible for the operation of the facility.

Sec. 7. NRS 634.190 shall be amended to read as follows:

1. The person charged is entitled to a hearing before the Board, but the failure of the person charged to attend a hearing or to defend himself or herself does not delay or void the proceedings. The Board may, for good cause shown, continue any hearing from time to time.

2. If the Board finds the person ~~[guilty as charged]~~ *violated any or all of the charges made* in the complaint, it may by order:

(a) Place the person on probation for a specified period or until further order of the Board.

(b) Administer to the person a public reprimand.

(c) Limit the practice of the person to, or by the exclusion of, one or more specified branches of chiropractic.

(d) Suspend the license of the person to practice chiropractic for a specified period or until further order of the Board.

(e) Revoke the license of the person to practice chiropractic.

(f) Impose a fine of not more than \$5,000 for each act which constitutes a ground for disciplinary action, which must be deposited with the State Treasurer for credit to the State General Fund.

↪ The order of the Board may contain such other terms, provisions or conditions as the Board deems proper ~~[and which are not inconsistent with law]~~ *to remedy or address the facts and circumstances of the particular case.*

3. If the Board finds that a licensee has violated the provisions of NRS 439B.425, the Board shall suspend the license for a specified period or until further order of the Board.

4. The Board shall not administer a private reprimand.

5. An order that imposes discipline and the findings of fact and conclusions of law supporting that order are public records.

Sec. 8. NRS 634.015 is repealed.

TEXT OF REPEALED SECTION

NRS 634.015 “Gross malpractice” defined. “Gross malpractice” means malpractice where the failure to exercise the requisite degree of care, diligence or skill consists of ministering to a patient while the chiropractor is under the influence of alcohol or any controlled substance.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 17 Board Counsel Report – No action.**

RECOMMENDED MOTION: **No recommendation.**

PREPARED BY: **Louis Ling**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **10 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: ☒ President ☒ Secretary ☒ Executive Director

ACTION: ☐ Approved ☐ Approved w/Modifications ☐ Denied ☐ Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 18** – Executive Director Reports – No action.

- A. Status of Pending Complaints – No action**
- B. Status of Current Disciplinary Actions – No action**
- C. Legal/Investigatory Costs – No action**

RECOMMENDED MOTION: **Non-Action item.**

PRESENTED BY: **Julie Strandberg**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **5 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

STATUS OF PENDING COMPLAINTS – January 10, 2019

<u>Complaint No.</u>	<u>Date Received</u>	<u>Investigator</u>	<u>Nature of Complaint</u>	<u>Current Status</u>	<u>Costs To Date</u>
16-11S	9/7/2016	Colucci	Erroneous records and billings	Under investigation	\$3,783.93
17-08S	3/3/2017	Lurie-Martinez	Alleged misconduct	Under investigation	\$2,410.00
17-24S	8/9/2017	Jaeger	Alleged unprofessional conduct	Under investigation	\$685.00
17-28S	9/12/2017	Colucci	Failure to report malpractice claim	Under investigation	
18-08S	7/17/2018	Jaeger	Legality of a non-licensed DC testifying as an expert in Nevada	Pending AG Opinion	
18-10N	8/7/2018	Martinez	Alleged malpractice	Pending Settlement Agreement	\$300.00
18-11S	7/5/2017	Jaeger	Legality of a non-licensed DC performing peer reviews in NV.	Pending AG Opinion	
18-12S	8/13/2018	Jaeger	Legality of a non-licensed DC performing peer reviews in NV.	Pending AG Opinion	
18-13S	8/20/2018	Rovetti	Allegedly practicing outside the scope of a physical therapist	Under investigation	
18-14S	7/19/2018	Rovetti	During the DC's appearance before the Board he stated that he had been practicing chiropractic while his license was revoked.	Citation served	\$762.99
18-15S	9/25/2018	Jaeger	Allegedly allowing staff to perform duties while absent from the office.	Under Investigation	\$1,293.20
18-16N	10/29/2018	Martinez	Alleged;y mislead by the DC(s).	Under investigation	
18-17S	11/2/2018	Jaeger	Allegedly acting outside the scope of chiropractic	Under investigation	
18-18N	12/13/2018	Martinez	Allegedly advertising outside the scope of chiropractic	Under investigation	
DORMANT COMPLAINTS:					
11-23S	11/7/2011		Unredeemable "nsf" check written on Doctor's business account	To be held in abeyance; to be addressed if the licensee requests reinstatement in the future	
13-23N	9/30/2013		Possible malpractice	To be held in abeyance; to be addressed if the licensee requests reinstatement in the future	
18-03S	2/20/2018		Alleged unlicensed practice	addressed if this individual reappears in Nevada.	

STATUS OF CURRENT DISCIPLINARY ACTIONS at November 30, 2018

Disciplinary Action with Probation

1. Stephen Alexander, DC, License No. B958

Dr. Alexander entered into a Settlement Agreement and Order on July 19, 2018 and will be on probation for one year. A practice monitor will meet with Dr. Alexander on a quarterly basis and report to the Board with the findings. Dr. Alexander shall reimburse the Board \$933.40 for costs and fees incurred during the investigation and a fine in the amount of \$500.00 within 90 days of the date of this order. Dr. Alexander shall take and pass the jurisprudence exam and take four hours of continuing education relating to the making and keeping of patient records. **Dr. Alexander has completed all stipulations of the Order with the exception of probation.**

2. Daniel Brady, DC, License No. B1391

By Settlement Agreement, Dr. Brady shall comply with all terms and conditions of the California Board's Decision and Order dated April 24, 2012 (eff. May 24, 2012) which placed him on probation for five years with certain terms and conditions. He reimbursed the Board's \$325.00 costs on November 12, 2012 and passed the Board's jurisprudence examination with a score of 81%. **Dr. Brady returned to Active status and is no longer tolling as of February 2015. He is currently in compliance with the requirements of his probation.**

3. Casey D. Robinson, DC, License No. B1263

Dr. Robinson was granted a license on September 14, 2007 under the condition that he comply with all of the terms and conditions of his Agreement on Conditions for Licensure with California and monitoring of his practice by Board-appointed Compliance Monitor, Dr. Jeff Andrews. Dr. Robinson's 5-year probation with California commenced on February 14, 2006. He was required to reimburse the California Board's costs of \$3,103.75 and serve 4 hours per month of community service for 2-1/2 years of his probation. It was subsequently determined that Dr. Robinson did not comply with the terms and conditions of his agreement with California. This was addressed at the June 4, 2011 meeting and a new Agreed Settlement was approved that extends his probation for another five years concurrent with and under the same terms and conditions as his settlement agreement with California. **Dr. Robinson was placed in tolling status effective November 18, 2015 and has a five year tolling limit. Dr. Robinson is current and in compliance with the terms and conditions of his California probation per the California Board.**

4. Mark Rubin, DC, License No. B753

On September 10, 2016 Dr. Rubin entered into a Settlement Agreement and Order with the Board. Dr. Rubin will be on probation for three years with a practice monitor who will assure compliance with the terms and conditions of the settlement agreement. Dr. Rubin shall provide documentation as noted in the Settlement Agreement and Order to the Investigating Board Member within the time frames identified. Dr. Rubin was ordered to pay a fine in the amount of \$1,500.00 and pay the Board's costs in the amount of \$2,500.00.

Dr. Rubin appeared before the Board at its January 11, 2018 meeting and entered into an Order Modifying Settlement Agreement and Order. All the terms and conditions in the SAO entered September 10, 2016 shall remain in full force and effect, except he may pay the Board's costs at the minimum rate of \$50.00 per month and in lieu of paying the \$1,500.00 fine he may perform 100 hours of community service, which he has completed with the People's Autism Foundation. **The current balance of the Board costs due is \$1,500.00.**

5. David Stella, DC, License No. B753

Dr. Stella entered an Order Imposing Discipline Pursuant to Supplemental Stipulation to Modify SAO on January 31, 2018. Dr. Stella will be on probation for three years effective January 31, 2018. Dr. Stella shall reimburse the Board \$2,500.00 for Dr. Mortillaro's fees within 30 days, which he paid on January 18, 2018. Dr. Stella shall pay a fine of \$3,500 (\$2,500.00 for the violation of his SAO and \$1,000.00 for violation of his recordkeeping obligations) and board costs & fees in the amount of \$1,280.00 within 60 days of the effective date of this order. Within six months of the effective date of this Order, Dr. Stella shall provide the Board's office written evidence of satisfactory completion of eight hours of continuing education related to ethics and boundaries and four hours related to medical recordkeeping. **Dr. Stella has completed all stipulations of the Order with the exception of probation.**

Disciplinary Actions with No Probation

6. Francis Raines, DC, License No. B0187

Under the March 12, 2013 Board Order, Dr. Raines shall be monitored by the Investigating Board Member, a chiropractic physician, and a mental health monitor for 24 months from the date he begins practicing, which occurred on December 8, 2015. Dr. Raines' wife is serving as the business and financial manager and is currently the only employee. Dr. Raines was ordered to pay a fine in the amount of \$20,000.00 and has been making monthly payments of \$75.00 per month since May 30, 2013 and continues to do so. **The current balance is \$15,646.00.** Dr. Raines is in compliance with the terms of the Order.

7. Obteen Nassiri

Obteen Nassiri appeared before the Board at its July 19, 2018 meeting and admitted to practicing without a license. Mr. Nassiri was issued a citation on September 6, 2018 for the violation and was assessed a fine in the amount of \$1,000.00. Mr. Nassiri was given 30 days from the date of receipt to contest the charges and appeal the findings of the violation, however he did act on it. **The fine will be turned over to the Controller's office for collection and Mr. Nassiri will be removed from this report.**

Probation Only

1. Bret Brown, DC, License No. B01639

The Board approved Dr. Brown's application for DC licensure at the January 13, 2017 meeting subject to the following conditions: #1 Take and pass the Ethics & Boundaries Examination and #2 pay a fine in the amount of \$1,500.00, which was paid on February 27, 2017. Upon successfully completing #1 and #2 Dr. Brown shall take and pass the Nevada jurisprudence exam, which have all been completed. Dr. Brown was granted his license on February 28, 2017 under the condition that his license be on probation for three years and he will have a practice monitor for the duration of his probation effective February 28, 2017. Dr. Brown must submit twelve hours of continuing education related to chiropractic ethics and boundary issues by December 1, 2017, which was completed on November 17, 2017. Dr. Brown may be asked to provide lab testing and must provide the requested sample within four hours of any such request. Failure to comply with any term of this probation shall result in the automatic suspension of Dr. Brown's license. Upon complying his license will automatically be reinstated. Dr. Brown is in compliance with his order.

CHIROPRACTIC PHYSICIANS' BOARD**Legal/Investigatory Costs**

Costs Incurred	Since Last Report September 2018	Year-To-Date Fiscal Year 2018/2019
Advantage Group	4,811.64	11,054.85
Attorney General	2,979.16	7,270.36
Sub-Total	7,790.80	18,325.21
Staff Attorney	3,067.00	10,728.00
Total	\$ 10,857.80	\$ - \$ 29,053.21
Costs Reimbursed		
Mark Rubin, DC	\$ 200.00	\$ 1,000.00
James Overland Jr., DC	\$ 250.00	\$ 2,670.98
Totals	\$ 200.00	\$ 3,670.98
No Activity		
Corazon Murillo, DC	-0-	\$ 10,024.21
Obteen Nassiri, DC	-0-	\$ 114,614.24
Paul Rovetti, DC	-0-	\$ 1,718.90
	\$ -	\$ 124,638.45

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 19** Financial Status Reports– No action.

- A. Current cash position & projections – No action.**
- B. Accounts Receivable Summary – No action.**
- C. Accounts Payable Summary – No action.**
- D. Employee Accrued Compensation – No action.**
- E. Income/Expense Actual to Budget Comparison as of November 30, 2018 – No action.**
- F. 2018 Audit- Bertrand and Associates – For possible action.**

RECOMMENDED MOTION: **Non-Action item.**

PRESENTED BY: **Julie Strandberg**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **5 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: __X__ President __X__ Secretary __X__ Executive Director

ACTION: ____ Approved ____ Approved w/Modifications ____ Denied ____ Continued

CHIROPRACTIC PHYSICIANS' BOARD
BANK BALANCE REPORT
As of November 30, 2018

AGENDA ITEM 19A

CHECKING ACCOUNT	117,666.34
SAVINGS ACCOUNT	392,512.33
SAVINGS ACCOUNT - Restricted	19,458.00
Paypal	0.00
Total Cash Balance @ 11/30/18	<u>\$529,636.67</u>

ACCOUNTS RECEIVABLE SUMMARY AS OF November 30, 2018

AGENDA ITEM 19B

A/R	-2,350.00
Fines	164,449.52
Cost Reimbursements	68,646.00
Total A/R	<u>\$230,745.52</u>

ACCOUNTS PAYABLE SUMMARY
As of November 30, 2018

AGENDA ITEM 19C

State Treasurer - Fines collected/payable	14,854.00
---	-----------

Total Accounts Payable	<u>\$ 14,854.00</u>
------------------------	---------------------

Extraordinary Items

AGENDA ITEM 19D

***Employee Accrued Compensation as of 11/30/18**

	Vacation Hours	Sick-Leave Hours
Julie Standberg	81.11	958.28
Brett Canady	16.00	10.00

Chiropractic Physicians' Board of Nevada
Income/Expense Report To Budget - CASH BASIS
For the Period Ending November 30, 2018

AGENDA ITEM 19E

	Actual July 1, 2018 thru November 30, 2018	Budget FY 06/30/19	Variance
Revenue			
License & Fees	155,075.00	248,250.00	93,175.00
Application & Fees	16,835.00	26,450.00	9,615.00
Interest/Gain Loss on Invest	21,219.22	1,000.00	(20,219.22)
Exam Fees	5,950.00	9,375.00	3,425.00
Reinstatement Fees	2,325.00	7,500.00	5,175.00
Miscellaneous	9,935.75	21,875.00	11,939.25
Reimbursement Income	1,483.40	30,484.00	29,000.60
TOTAL REVENUE	\$ 212,823.37	\$ 344,934.00	132,110.63
Expenses			
Background Checks	3,966.75	7,000.00	3,033.25
Banking Expenses	3,212.06	7,720.00	4,507.94
Dues & Registration	1,683.54	4,000.00	2,316.46
Equipment Repair	-	-	-
COMPUTER: Equipment/Software/Websites	6,533.48	12,500.00	5,966.52
Insurance	874.61	1,500.00	625.39
Legal & Professional	29,466.46	99,800.00	70,333.54
Operating Supplies	1,525.31	4,000.00	2,474.69
Printing & Copying	1,841.06	3,500.00	1,658.94
Postage	1,265.44	5,000.00	3,734.56
Casual Labor - Clerical	-	4,000.00	4,000.00
Personnel	-	-	-
Office Salaries	46,450.96	127,000.00	80,549.04
Board Salaries	2,250.00	10,000.00	7,750.00
Workman's Compensation	428.47	6,000.00	5,571.53
Retirement - PERS	8,509.82	31,857.00	23,347.18
Employee Insurance - PEBP	8,497.37	21,000.00	12,502.63
Unemployment	197.15	2,275.00	2,077.85
Medicare & Social Security	673.54	5,037.00	4,363.46
Payroll Processing	470.00	450.00	(20.00)
Rent	6,990.73	14,258.00	7,267.27
Telephone	867.35	4,000.00	3,132.65
Travel	-	-	-
In State	4,900.32	10,000.00	5,099.68
Out State	336.74	10,000.00	9,663.26
TOTAL EXPENSES	\$ 130,941.16	\$ 390,897.00	\$ 259,955.84
NET RESULT	\$ 81,882.21	\$ (45,963.00)	
BEGINNING CASH BALANCE 07/01/18	269,959.31		
NET OPERATING RESULT	351,841.52		
Equipment Purchases		2,000.00	

Beginning Cash reported less \$19,458 Restricted Funds.

Chiropractic Physicians' Board of Nevada
Income/Expense Report - CASH BASIS
For the Period July 1, 2018 thru November 30, 2018

AGENDA ITEM 19E

	Actual July 1, 2018 thru November 30, 2018	Actual July 1, 2017 thru November 30, 2017
Revenue		
License & Fees	155,075.00	13,396.25
Application & Fees	16,835.00	10,347.50
Interest/Gain Loss on Invest	21,219.22	689.12
Exam Fees	5,950.00	6,017.12
Reinstatement Fees	2,325.00	(500.00)
Miscellaneous	9,935.75	6,954.50
Reimbursement Income	1,483.40	195.55
TOTAL REVENUE	\$ 212,823.37	\$ 37,100.04
Expenses		
Background Checks	3,966.75	3,169.50
Banking Expenses	3,212.06	2,067.02
Dues & Registration	1,683.54	1,752.45
Equipment Repair	-	-
COMPUTER: Equipment/Software/Websites	6,533.48	7,487.18
Insurance	874.61	887.13
Legal & Professional	29,466.46	18,354.52
Operating Supplies	1,525.31	618.42
Printing & Copying	1,841.06	1,163.43
Postage	1,265.44	1,630.49
Casual Labor - Clerical	-	-
Personnel	-	-
Office Salaries	46,450.96	48,105.80
Board Salaries	2,250.00	2,231.26
Workman's Compensation	428.47	(1,015.57)
Retirement - PERS	8,509.82	8,315.91
Employee Insurance - PEBP	8,497.37	10,112.71
Unemployment	197.15	508.24
Medicare & Social Security	673.54	855.51
Payroll Processing	470.00	418.00
Rent	6,990.73	6,241.77
Telephone	867.35	943.97
Travel		
In State	4,900.32	1,655.98
Out State	336.74	3,456.55
TOTAL EXPENSES	\$ 130,941.16	\$ 118,960.27
NET RESULT	\$ 81,882.21	\$ (81,860.23)
BEGINNING CASH BALANCE 07/01/17	269,959.31	
NET OPERATING RESULT	351,841.52	

Beginning Cash reported less \$19,458 Restricted Funds.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
FINANCIAL STATEMENTS
June 30, 2018 and 2017

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777 E. William St. Suite 206
Carson City, NV 89701
Tel 775.882.8892
Fax 775.562.2667
Email: Michael@bertrandcpa.com

INDEPENDENT AUDITOR'S REPORT

To the Executive Director and the Board of Directors
Chiropractic Physicians' Board of Nevada

Report on the Financial Statements

We have audited the accompanying statement of net position of the Chiropractic Physicians' Board of Nevada as of June 30, 2018 and 2017 and the related statements of revenues and expenses and changes in net position and statement of changes in cash flows for the years then ended, and the related notes to the financial statements, which collectively comprise the Board's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis of qualified opinion

Beginning fiscal year ending June 30, 2018, Government Accounting Standards required certain adjustments to the financial statements and additional disclosures to account and report on other post-employment benefits. Due to the additional costs to comply, management decided to not include those adjustments and disclosures with the financial statements.

Opinions

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of Chiropractic Physicians' Board of Nevada as of June 30, 2018 and 2017 and the respective changes in financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, GASB 68 schedules and budgetary comparison on pages 5, 23 and 25 respectively be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

A handwritten signature in blue ink that reads "Bertrand & Associates, LLC". The signature is written in a cursive, flowing style.

Carson City, Nevada
November 7, 2018

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Chiropractic Physician's Board of Nevada (CPBN) provides this Discussion and Analysis as an overview of its financial activities for the fiscal year ended June 30, 2018. This information is based on the Board's activities from July 1, 2017 through June 30, 2018, resulting changes and currently known facts, and should be reviewed in conjunction with the CPBN's accompanying financial statements.

CONDENSED STATEMENTS OF NET POSITON

	<u>2018</u>	<u>2017</u>
Cash and investments	\$ 450,218	\$ 544,159
Receivables	16,296	84,320
Other assets	5,918	3,688
Capital assets, net	-	904
Total assets	<u>472,432</u>	<u>633,071</u>
 Total deferred outflows	 <u>49,439</u>	 <u>63,123</u>
 Accounts payable and accruals	 7,815	 8,155
Due to State Treasurer	30,000	19,921
Funds held for refund	19,458	-
Compensated absences	12,326	12,326
PERS net pension liability	234,557	260,992
Total liabilities	<u>304,156</u>	<u>301,394</u>
 Total deferred inflows	 <u>195,014</u>	 <u>431,026</u>
 Total net positon	 <u>\$ 22,701</u>	 <u>\$ (36,226)</u>

CONDENSED STATEMENTS OF REVENUES AND EXPENSES

	<u>2018</u>	<u>2017</u>
Assessments revenues	\$ 339,558	\$ 342,235
Salaries and benefits	133,023	182,958
Rent	14,453	14,381
General & Administrative	51,473	75,063
Professional	59,797	45,336
Travel	9,415	8,870
Board expense	6,194	4,642
Depreciation expense	904	782
Total operating expenses	<u>275,259</u>	<u>332,032</u>
Increase in operating net position	64,299	10,203
(Decrease) increase in non-operating income	(5,372)	55,091
Increase in net position	<u>\$ 58,927</u>	<u>\$ 65,294</u>

STATEMENT OF NET ASSETS

Pursuant to GASB 68 the financial statement is reporting the liability to the Board if PERS were to go insolvent. The net pension liability of the Plan is measured as of June 30, 2017, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017 rolled forward to June 30, 2018 using standard procedures. The PERS net pension liability is \$234,557. This leaves the Board at a total net position of a negative \$22,701.

Pursuant to GASB 75 the Board determined that the cost to report the liability was not cost effective. The impact to the Board with respect to the PEBP liability would be minimal and the likelihood of the Board being affected is minimal.

The Board's net operating position at June 30, 2017 was a negative \$36,226, compared to \$22,701 at June 30, 2018. The net investment income decreased \$5,372, compared to an increase for the year ended June 30, 2017 of \$55,091. It was brought to the attention of the Board by the Legislative Council Bureau to confirm whether it was legal for the Board to hold marketable securities. Following review, pursuant to the Nevada constitution, it is not permissible for Boards to hold securities. At the Board's July 19, 2018 meeting it was approved to liquidate the 4,000 shares with Employers Holdings, Inc. The account was closed on August 1, 2018 at \$45.5350 per share, for total earnings of \$181,725.

The cash on hand at June 30, 2017 was \$374,959 compared to \$289,418 at June 30, 2018, which is due to the renewal of the Chiropractic Assistant renewals during the fiscal year ending June 30, 2018 compared to the significantly higher fee of the Chiropractors licenses. The current liabilities were \$57,273 at June 30, 2018 compared to \$28,076 at June 30, 2017.

The \$30,000 due to the State Treasurer consists of fines levied on disciplined licensees that are deemed to be collectable over the next few years.

BUDGET COMPARED TO ACTUAL RESULTS

There were variances in the budget compared to actual due to unforeseen changes after the budget was submitted and approved by the Board. The differences to Salaries and Benefits and Professional expenses was due to the passing of Assembly Bill 328 by the 2017 Legislature, which required the Board's legal counsel to become an independent contractor rather than an employee. Mr. Ling was budgeted under Salaries and Benefits, however effective September 1, 2018 his salary was paid from the Professional category. In addition, Ms. Brett Canady, Licensing Specialist voluntarily reduced her hours. The actual Reimbursement Income is less than budgeted due to not receiving anticipated fines from disciplined licensees, as well as paying fines due to the State Treasurer.

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS

Revenues for the year ending June 30, 2018 decreased from \$2,677 from the previous year due to the drop in Fines and other income.

There were variances in the budget to actual due to unforeseen changes after the budget was submitted and approved by the Board. The difference was primarily due to salaries and benefits and professional expenses. The 2017 legislature passed Assembly Bill 328, which required the Board's legal counsel to become an independent contractor rather than an employee. Mr. Ling's contract went into effect September 1, 2018 and his salary was paid from the professional category. In addition, Ms. Brett Canady, Licensing Specialist voluntarily reduced her hours.

Overall operating expenses decreased over the previous year by \$56,773 due to salaries and benefits and general and administrative costs.

STATEMENT OF CASH FLOWS

In 2014, the CPBN restructured their cash flow by alternating the certificate and license renewals for Chiropractor's Assistants and Doctors of Chiropractic respectively. By adjusting the renewals to opposite years this has allowed the cash flow to be more manageable.

CPBN ACTIVITIES

The CPBN continues to pursue its primary mission to protect the public through enforcement of the chiropractic statutes and regulations, effective communication with the public and the profession, and interaction with other state boards and national organizations.

The Board continues to streamline operations to create efficiencies and move to a paperless office. Effective January 2019 the Board will go live with the online self-inspection process. Rule-making is an ongoing project and workshops are planned to be held during the current fiscal year.

Chiropractor applicants have the option of taking the DC jurisprudence examination online as well as in person. The Board is in the process of offering the Chiropractor's Assistant examinations online as well.

The preceptorship program that was initiated in 2011 has been effective in attracting chiropractic college students to Nevada and has greatly assisted them in establishing a foundation for practicing in the state after they graduate. There continues to be a slow but steady increase in applications.

The Board has applied a concerted conservative approach to managing its expenses for the past several years with positive results.

CONTACTING THE CHIROPRACTIC PHYSICIANS' BOARD'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the CPBN's finances and activities and to demonstrate the CPBN's accountability for the money it receives. Questions concerning any information provided in this report or other financial information should be directed to:

Julie Strandberg, Executive Director
Chiropractic Physicians' Board of Nevada
4600 Kietzke Lane, Suite M245
Reno, Nevada 89502

chirobd@chirobd.nv.gov

775-688-1923

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
STATEMENT OF NET POSITION
June 30, 2018 and 2017

ASSETS	<u>2018</u>	<u>2017</u>
Current assets:		
Cash	\$ 289,418	\$ 374,959
Accounts receivable, net	16,296	84,320
Prepaid	<u>5,918</u>	<u>3,688</u>
Total current assets	311,632	462,967
Capital assets, net	-	904
Investments	<u>160,800</u>	<u>169,200</u>
Total noncurrent assets	160,800	170,104
Total assets	<u>472,432</u>	<u>633,071</u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflows	<u>49,439</u>	<u>63,123</u>
LIABILITIES		
Current liabilities:		
Accounts payable	6,037	3,407
Due to State Treasurer	30,000	19,921
Funds held for refund	19,458	-
Payroll liabilities	<u>1,778</u>	<u>4,748</u>
Total current liabilities	<u>57,273</u>	<u>28,076</u>
Noncurrent liabilities:		
Compensated absences	12,326	12,326
PERS net pension liability	<u>234,557</u>	<u>260,992</u>
Total noncurrent liabilities	246,883	273,318
Total liabilities	<u>304,156</u>	<u>301,394</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred inflows -pension	47,811	60,173
License fees	<u>147,203</u>	<u>370,853</u>
Total deferred inflows of resources	<u>195,014</u>	<u>431,026</u>
NET POSITION		
Invested in capital assets	-	904
Unrestricted	<u>22,701</u>	<u>(37,130)</u>
Total net position	<u>\$ 22,701</u>	<u>\$ (36,226)</u>

See notes to financial statements

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For the year ended June 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
Operating revenues:		
Licensing fees	\$ 263,866	\$ 261,380
Other fees	54,577	54,477
Fines and other income	21,115	26,378
Total revenues	<u>339,558</u>	<u>342,235</u>
Operating expense:		
Salaries and benefits	133,023	182,958
Rent	14,453	14,381
General & Administrative	51,473	75,063
Professional	59,797	45,336
Travel	9,415	8,870
Board expense	6,194	4,642
Depreciation expense	904	782
Total operating expenses	<u>275,259</u>	<u>332,032</u>
Increase in operating net position	<u>64,299</u>	<u>10,203</u>
(Decrease) increase in non-operating income - net investment income	<u>(5,372)</u>	<u>55,091</u>
Increase in net position	<u>58,927</u>	<u>65,294</u>
Net position at beginning of year, July 1	<u>(36,226)</u>	<u>(101,520)</u>
Net position at end of year, June 30	<u>\$ 22,701</u>	<u>\$ (36,226)</u>

See notes to financial statement

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
STATEMENT OF CASH FLOWS
For the year ended June 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from licensees	\$ 171,570	\$ 596,695
Payments to vendors	(102,023)	(168,769)
Payments to employees	(112,705)	(129,552)
Payroll taxes & benefits paid	(45,431)	(70,083)
Total cash (used) provided from operating activities	<u>(88,589)</u>	<u>228,291</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Interest and dividends	3,048	1,930
Total cash provided from investing activities	<u>3,048</u>	<u>1,930</u>
Net increase (decrease) in cash	(85,541)	230,221
Beginning cash at June 30	374,959	144,738
Cash and Cash Equivalents at year's end, June 30	<u>289,418</u>	<u>374,959</u>

RECONCILIATION OF OPERATING INCOME TO NET CASH:

Adjustments to reconcile operating income to net cash provided by operating activities:

Operating net income (loss)	64,299	10,204
Depreciation expense	904	782
Decrease in net accounts receivables	68,024	1,700
(Increase) decrease in prepaid expense	(2,250)	1,025
Decrease (increase) in deferred outflows	13,684	(25,777)
Increase in accounts payable	2,630	190
Increase (decrease) in payable due to state treasurer	10,079	(2,600)
(Decrease) in payroll liabilities	(2,970)	(1,287)
(Decrease) in compensated absences	-	(13,892)
Increase in Funds held for refund	19,458	-
(Decrease) increase net pension liability	(26,435)	22,122
(Decrease) increase in deferred inflows	(236,012)	235,324
Net cash provided (used) by operating activities	<u>\$ (88,589)</u>	<u>\$ 227,791</u>

See notes to financial statement

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Background and Reporting Entity

The Chiropractic Physicians' Board of Nevada (Board) is composed of seven members appointed by the governor as follows:

- One member who represents the interests of persons or agencies that regularly provide health care to patients who are indigent, uninsured or unable to afford health care;
- Four members who are:
 - Graduates of chiropractic schools or colleges;
 - Licensed by the Board; and
 - Actually engaged in the practice of chiropractic in the State and have been for at least three years prior to appointment.
- Two members who are representatives of the general public.

The accompanying financial statements of the Board have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB). The Board's adopted Governmental Accounting Standards Board (GASB) Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements* as of January 1, 2012. Adoption of this standard had no impact on the Board's financial statements. The Board is not considered to be financially accountable for any other governmental entity since no other entities are considered to be controlled by or dependent on the Board. Control or dependence is determined on the basis of budget adoption, funding and appointment of the respective governing board.

Financial Statement Presentation

The Statements of Net Position; Revenues, Expenses and Changes in Net Position; and Cash Flows report information on all activities of the Board. The Board is reported as a single enterprise fund.

The Statement of Net Position presents the reporting entity's assets and liabilities, with differences reported as net assets. Net assets are reported in two categories:

Invested in capital assets consist of capital assets, net of accumulated depreciation. Capital assets of the Board have no related debt.

Unrestricted net position consists of net assets that do not meet the definition of the preceding category. Unrestricted net assets often have constraints on resources that are imposed by management, but can be removed or modified.

The Statement of Revenue, Expenses and Changes in Net Position distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the Board's principal ongoing operations. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Measurement Focus, Basis of Accounting

The financial statements are reported using the economic resources management focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of cash flows.

Cash and Equivalents

Cash balances are invested as permitted by law and insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. The Board considers all cash on hand as cash or cash equivalents.

Investments

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statements of net assets. Unrealized gains and losses are included in the change in net assets. The board does not have a formal policy regarding the kind of investments that they can invest in.

Accounts Receivable

Accounts receivable reflect license fees, cost, reimbursements and fines as a result of disciplinary actions. An allowance for doubtful accounts has been established which at year's end June 30, 2018 and 2017 was \$164,693 and \$161,974.

Accounts receivable are presented net of allowances for doubtful accounts. Management believes that accounts receivable that are over 90 days old net of allowances are collectible.

Capital Assets and Depreciation

All capital assets are recorded in the Statement of Net Position at historical cost. Fixed assets are fully depreciated as of yearend.

Donated capital assets are valued at their estimated fair value on the date of donation. The Board defines capital assets as assets with a unit cost of \$2,000 or more and an estimated useful life in excess of one year. Depreciation is accumulated on a straight line basis over the estimated useful life of the asset, with one-half a year's depreciation taken in the year of acquisition and one-half in the final year. Useful life is estimated by management on the basis of their experience with similar assets.

Deferred Inflows of Resources - Revenues

Various licenses are billed for a two year period resulting in unearned revenues at the end of the fiscal year. Deferred revenues represent amounts received but not earned as of year-end.

Use of Estimates

The Board uses estimates and assumptions in preparing the financial statements in conformity with accounting principles generally accepted in the United States of America. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Budgets and Budgetary Accounting

NRS 353.005 specifically exempts the Board from the requirements set forth in the State Budget Act. However, the Board prepares an annual budget for each fiscal year that is approved by a majority vote of the Board prior to the start of each fiscal year. The budget is used internally by the Board and staff.

Federal Income Taxes:

The Board is considered an exempt governmental agency in accordance with Internal Revenue Service Code Section 115. Therefore, the Board's income is excludable from gross income for federal income tax purposes.

Funds Held for Refund

The Board is holding \$19,458 in funds held for refund with regards to a disciplinary case. The chiropractor owes refunds to patients that he was unable to locate. The Board must hold the balance for three years pursuant to the Office of the Treasurer in the event these patients request their refund. At the end of the three years the appropriate amount will be turned over to Unclaimed Property managed by the Treasurer. The amount of \$19,458 currently is being held in the Board's Money Market account and is shown on the financial statements as a current liability.

Compensated Absences

Compensated absences are accounted for in accordance with GASB Statement No. 16, Accounting for Compensated Absences, which requires that a liability for compensated absences relating to services already tendered, and that are not contingent on a specified event, will be accounted for in the period when those services are rendered or those events take place. The Boards' policy provides for payment of accrued vacation time upon termination of employment if employed for six months or more, and a maximum payment of \$8,000 for sick leave upon termination of employment if employed ten years or more.

Prior Year Reclassifications

Prior year's financial statements have been reclassified where applicable to conform to the current year's presentation.

NOTE 2 – CASH & INVESTMENTS

At June 30, 2018 and 2017, cash and cash equivalents totaled \$289,418 and \$374,959 for deposits in a commercial bank. All funds are on deposit with a single financial institution and are carried at cost. The bank balances at June 30, 2018 and 2017 totaled \$306,055 and \$399,943. Bank balances are insured up to \$250,000 by the Federal Deposit Insurance Corporation. \$56,055 represents the amount uninsured at June 30, 2018.

Investments consist of marketable securities in Employers Holdings, Inc. Fair value at June 30, 2018 and 2017 was \$160,800 and \$169,200. There is no board policy on investments. Investments are classified as Level 1 category as fair value is determined based on a publically quoted market prices.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 2 – CASH & INVESTMENTS (continued)

The Board categorizes fair value measurement within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 input are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The Board investments were in equity services and are valued at quoted market prices (Level 1 inputs).

The Board has been notified by the Nevada Legislative Counsel Bureau that they cannot legally invest in equity securities and that the investments are to be liquidated. Management has complied and the investments were liquidated subsequent to year end.

NOTE 3 – RISK MANAGEMENT

The Board is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; and natural disasters, as are all entities. The Board is covered by commercial insurance purchased from independent third parties. There have been no claims from these risks during the years ended June 30, 2018 and 2017. Settled claims from these risks in the past have been minimal.

NOTE 4 – CAPITAL ASSETS

Depreciation is taken on the financial statements over the estimated useful lives of the assets using the straight line method. It is believed by management that the useful lives of furniture and equipment range from five to ten years with no salvage value. When assets are disposed of the cost and related accumulated depreciation are removed from the general ledger and any resulting gain or loss is recognized in operations.

Activity for the years ended June 30 was as follows:

	June 30, 2017	Additions	Dispositions	June 30, 2018
Furniture and equipment	\$ 16,501	\$ -	\$ -	\$ 16,501
Accumulated depreciation	\$ (15,597)	\$ (904)	\$ -	(16,501)
Net equipment	\$ 904	\$ (904)	\$ -	\$ -

	June 30, 2016	Additions	Dispositions	June 30, 2017
Furniture and equipment	\$ 16,501	\$ -	\$ -	\$ 16,501
Accumulated depreciation	\$ (14,815)	\$ (782)	\$ -	(15,597)
Net equipment	\$ 1,686	\$ (782)	\$ -	\$ 904

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 5 – POST RETIREMENT BENEFITS

Some employees of the Board are entitled to post-retirement health care benefits from the State of Nevada. The Board pays an assessment to fund these future benefits at a rate determined by the State Department of Administration. The rate of assessment was 2.347% and \$743 per employee per month in 2018 and 2.357% and \$699.25 per employee in 2017. The total amounts paid for years ended 2018 and 2017 was \$22,031 and \$19,374. The Government Accounting Standards Board issued Statement 75 which provides guidance on how other post-retirement benefits are to be reported along with footnoted disclosures. Management has not implemented this new statement.

NOTE 6 – OPERATING LEASES

The Board is obligated under operating leases for office space and a postage meter, expiring on various dates through 2020. At the end of the lease terms, they are renewable at their fair rental values. The minimum rental commitments under the operating leases are as follows:

Years ended June 30,

2019	14,894
2020	12,737
	<u>\$27,628</u>
	=====

The expense for all operating leases for years ended June 30, 2018 and 2017 was \$21,557 and \$15,315 respectively.

NOTE 7 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN

A. General Information about the Pension Plan

Plan Description – All qualified permanent and probationary employees are eligible to participate in the Board's Employee Pension Plans, cost-sharing multiple employer defined benefit pension plans administered by the Public Employees' Retirement System of Nevada (PERS). Benefit provisions under the Plans are established by State statute and Board resolution. PERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the PERS website.

Benefits Provided – PERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 7 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN (continued)

The Plans' provisions and benefits in effect at June 30, 2018 are summarized as follows:

Hire date	Prior to <u>July 1, 2001</u>	Between July 1, 2001 and January 1, 2010	Between January 1, 2010 and July 1, 2015	On or after <u>July 1, 2015</u>
Benefit formula	2.50%	2.67%	2.50%	2.25%
Benefit vesting option 1	5 years service @65	5 years service @65	5 years service @65	5 years service @65
Benefit vesting option 2	10 years service @60	10 years service @60	10 years service @62	10 years service @62
Benefit vesting option 3	any age with 30 years service	any age with 30 years service	any age with 30 years service	30 years service @55
Benefit payments	monthly for life	monthly for life	monthly for life	monthly for life
Retirement age	50-55	52-67	52-67	52-67
Monthly benefits as a % of eligible	2.50%	2.67%	2.50%	2.25%
Required employer contributions rates	unavailable	unavailable - 21.5%	28%	28%

Contributions – The contributions are made in accordance with the required rates established by the Nevada Legislature. These statutory rates are increased/decreased pursuant to NRS 286.421 and 286.450. Funding contributions for the Plans are determined bi- annually on an actuarial basis as of June 30 by PERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Board is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2018, the contributions recognized as part of pension expense for the Plan was as follows:

Contributions - employer	\$20,126
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***B. Pension Liabilities, Pension Expenses and Deferred outflows/Inflows of Resources
Related to Pensions***

As of June 30, 2018, the Board reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	Proportionate share of net <u>pension liability</u>
Miscellaneous plan	\$234,557

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 7 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN (continued)

The Board's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2017, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017. The Board's proportion of the net pension liability was based on a projection of the Board's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

The Board's proportionate share of the net pension liability as of June 30, 2016 and 2017 was as follows:

Proportion - June 30, 2016	0.00194%
Proportion - June 30, 2017	0.00176%
Change: Increase -Decrease	-0.00018%

For the year ended June 30, 2018, the Board recognized a pension expense of (\$4,987).

At June 30, 2018, the Board reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 15,392
Changes in assumptions	15,561	-
Net difference between projected and actual earnings on pension plan investments	(22,740)	-
Changes in proportion and differences between Board contributions and proportionate share of contributions	36,492	32,419
Board contributions subsequent to the measurement	20,126	-
Total	<u>\$ 49,439</u>	<u>\$ 47,811</u>

\$20,126 reported as deferred outflows of resources related to contributions to NVPERS subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2018.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 7 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN (continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Measurement Period Ended June 30:	
2019	(4,198)
2020	5,434
2021	1,403
2022	(3,826)
2023	1,979
2024	(480)

Actuarial Assumptions – The total pension liabilities in the June 30, 2017 actuarial valuations were determined using the following actuarial assumptions:

	<u>Miscellaneous</u>
Valuation date	June 30, 2017
Measurement date	June 30, 2017
Actuarial Cost Method	Entry -Age Normal Cost
Actuarial Assumptions:	
Consumer Price Index	2.75%
Inflation	2.75%
Payroll growth	5.00%
Projected salary increase	4.25% - 9.15%
Investment rate of return	7.50%

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2017 valuation were based on the results of the experience review completed in 2017. Further details of the Experience Study can found on the PERS website.

Discount Rate – The discount rate used to measure the total pension liability was 7.50% as of June 30, 2017. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rate specified in statute. Based on that assumption, the pension plan's fiduciary net position at June 30, 2017, was projected to be available to make all projected future benefit payments of current active and inactive employees.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 7 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN (continued)

Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability as of June 30, 2017.

The System's Investment Objectives and Policies detail the fund's long-term investment goals, management responsibilities, return/risk expectations, and monitoring requirements. These policies are subject to change at any time by the Board and are reviewed thoroughly at least annually to ensure that they continue to reflect the System's expectations.

To establish an appropriate long-term asset allocation strategy, the Board evaluates expected return and risk for each of the major asset types (stocks, bonds, private markets). These asset classes are then combined in the most efficient manner possible to construct a portfolio that matches the risk and return needs of the fund. By diversifying the System's investments in multiple asset classes the Board is able to reduce the volatility of annual investment earnings. The Board reviews capital market expectations and asset allocation annually. In addition, the Board employs a disciplined rebalancing policy to manage market volatility and to ensure the portfolio's exposures are consistent with the System's long-term asset targets.

Additional information on the discount rate, investment strategy and diversification is available in the PERS CAFR which can be found at www.nvpers.org.

The System's policies which determine the investment portfolio target asset allocation is established by the Board. The asset allocation is reviewed annually and is designed to meet the future risk and return needs of the System.

The following was the Board adopted policy target asset allocation as of June 30, 2017:

Asset Class	Target Allocation	Long-Term Geometric Expected Real Rate of Return*
Domestic Equity	42%	5.50%
International Equity	18%	5.75%
Domestic Fixed Income	30%	0.25%
Private Markets	10%	6.80%

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
NOTES TO FINANCIAL STATEMENTS
June 30, 2018 and 2017

NOTE 7 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN (continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate –

The following presents the net pension liability of the PERS as of June 30, 2018, calculated using the discount rate of 7.50%, as well as what the PERS net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.5%) or 1-percentage-point higher (8.5%) than the current discount rate:

	Discount rate - 1% (6.5%)	Current Discount Rate (7.5%)	Discount Rate +1% (8.5%)
Misc. Tier1	\$353,859	\$234,557	\$134,596

NOTE 8 – LICENSE RENEWALS

Revenues and deferred inflows for licenses issued were reported for the years ended June 30, 2018 and 2017. Doctor of Chiropractic licenses were granted for a 2-year period and licenses were renewed for the period beginning January 1, 2017 to December 31, 2018.

Chiropractor's Assistant certificates were issued for a 2-year period from January 1, 2016 to December 31, 2017 and again January 1, 2018 to December 31, 2019.

NOTE 9 –SUBSEQUENT EVENTS

Management has evaluated the activities and transactions subsequent to June 30, 2018 to determine the need for any adjustments to, and disclosure within the financial statements for the year ended June 30, 2018. Management has evaluated subsequent events through November 7, 2018, which is the date the financial statements were available for issue.

NOTE 10 – RESTATEMENT OF BEGINNING BALANCES

The 2017 financial statements were restated for a correction of an error. Deferred inflows in the prior year were overstated by \$17,477 and pension expense was overstated by the same amount. The beginning balance in net position and deferred inflows were adjusted accordingly and reflected in the 2017 balances.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
Schedules of Required Supplementary Information
SCHEDULES OF THE BOARD'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

Last 10 Fiscal Years*

<u>Actuarial Valuation Date</u>	<u>Board's proportion of the net pension liability (asset)</u>	<u>Board's proportionate share of the net pension liability (asset)</u>	<u>Board's covered - employee payroll</u>	<u>Board's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll</u>	<u>Plan fiduciary net position as a percentage of the total pension liability</u>
<u>Miscellaneous First Tier Plan</u>					
6/30/2017	0.00176%	\$234,557	\$54,586	429.70%	74.5%

* The amounts presented for each fiscal year were determined as of the fiscal year-end

The schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, only information for those years for which information is available is presented.

This information is required by the Governmental Accounting Standards Board

**CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULES OF THE BOARD'S CONTRIBUTIONS**

Last 10 Fiscal Years*

<u>Actuarial Valuation Date</u>	<u>Contractually required contribution</u>	<u>Contribution in relation to the contractually required contribution</u>	<u>Contribution deficiency (excess)</u>	<u>Board's covered employee payroll</u>	<u>Contributions as a percentage of covered employee payroll</u>
<u>Miscellaneous First Tier Plan</u>					
6/30/2017	\$7,915	(\$7,915)	\$0	\$54,586	14.50%

* The amounts presented for each fiscal year were determined as of the fiscal year-end

The schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, only information for those years for which information is available is presented.

This information is required by the Governmental Accounting Standards Board

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA
BUDGETARY COMPARISON SCHEDULE (Non-GAAP budgetary basis)
For the Year Ended June 30, 2018

	Original Budget	Final Budget	Actual	Variance
Revenues				
Licensing fees	\$ 270,250	\$ 270,250	\$ 263,866	\$ (6,384)
Other fees	43,325	43,325	54,577	11,252
Fines and other income	56,893	56,893	21,115	(35,778)
Total revenues	370,468	370,468	339,558	(30,910)
Expenses				
Salaries & benefits	192,297	192,297	133,023	59,274
Rent	14,205	14,205	14,453	(248)
General & administrative	54,220	54,220	51,473	2,747
Professional	81,800	81,800	59,797	22,003
Travel	20,000	20,000	9,415	10,585
Board expense	10,000	10,000	6,194	3,806
Depreciation expense	-	-	904	(904)
Total expenditures	372,522	372,522	275,259	97,263
Excess of revenues over (under) expenditures	(2,054)	(2,054)	64,299	66,353
Unrestricted net position, July 1,	(36,226)	(36,226)	(36,226)	-
Increase in non-operating income	-	-	(5,372)	(5,372)
Unrestricted net position, June 30	\$ (38,280)	\$ (38,280)	\$ 22,701	\$ 60,981

See notes to financial statements

COMPLIANCE

**AUDITOR'S REPORT ON COMPLIANCE WITH NEVADA REVISED STATUTES AND
CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA**

To the Members
Chiropractic Physicians' Board of Nevada
4600 Kietzke Lane, Suite M245
Reno, NV 89502

I have audited the entity wide financial statements of the Chiropractic Physicians' Board of Nevada (Board), as of and for the year ended June 30, 2018, and have issued my report thereon dated November 7, 2018. I conducted my audit in accordance with United States generally accepted auditing standards.

Compliance

As part of obtaining reasonable assurance about whether the Chiropractic Physicians' Board of Nevada financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Compliance with Nevada Revised Statutes (NRS) and regulations (Nevada Administrative Code) applicable to the Chiropractic Physicians' Board of Nevada is the responsibility of the Board's management. Providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. In connection with my audit, nothing came to my attention that caused me to believe the Board had not complied with NRS 634 and other Nevada Revised Statutes and regulations, insofar as they relate to accounting matters. However, my audit was not directed primarily toward obtaining knowledge of such non-compliance.

This report is intended solely for the information and use of the Board of Directors, management and others within the organization and the Nevada Legislative Counsel Bureau. This restriction is not intended to limit distribution of this report, which is a matter of public record.

Handwritten signature in blue ink that reads "Bertrand & Associates, LLC".

Carson City, Nevada
November 7, 2018

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 20** – Discussion regarding Guidelines for Timely Response - For possible action.

RECOMMENDED MOTION: **Action item.**

PREPARED BY: **Jason O. Jaeger, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **10 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

To: Dr. Jason O. Jaeger
Subject: RE: Guidelines for Timely Response to business of the Board of Chiropractic Physicians of Nevada

Hello fellow board members of the Nevada Board of Chiropractic Physicians:

- 1) Any correspondence, call, text, or email from a member of the board, executive staff, and counsel shall be acknowledged as having been received as a courtesy to your fellow TEAM members.
- 2) If the correspondence requires an action or has an assignment, the sending TEAM member will assign a hierarchy of importance. IE:
 - a) Level I will mean the action must be responded to within 1 hour.
 - b) Level II will mean the action must be responded to within 24 hours.
 - c) Level III will mean the action must be responded to within 1 week.
- 3) Avoiding texting beyond simple generic communications like, " call me" or " see you soon".
- 4) The TEAM member sending a correspondence will write or verbalize "Levels I,II, or III" into the subject line of their email, or text, or state it in their voicemail.
- 5) The TEAM member who will be unavailable or on vacation will communicate such events to the TEAM ahead of time, and will be exempt from the response expectations.

If any TEAM member has questions, requires clarifications, or has solution oriented recommendations to improve upon this "WISH" list, please email me directly without replying ALL, or call me.

As always, I remain your humble leader and wish you all the kindest regards,
Jason Jaeger, DC

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 21** -- Discussion/Interpretation of NAC 634.430(1)(d) - For possible action.

- A. Is it lawful to give credit towards in-office services for a patient who was referred?
- B. Is there an unlawful amount to credit that patient?

RECOMMENDED MOTION: **Action item.**

PREPARED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **10 minutes**

BACKGROUND INFORMATION: This inquiry was received from a licensee asking if it is permissible to give credit towards office services for a patient who was referred as well as if there is a lawful amount to credit the patient. Please see NAC 634.430 attached.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

NAC 634.430 Unprofessional conduct: Interpretation of statutory definition. ([NRS 634.018](#), [634.030](#))

1. As used in subsection 10 of [NRS 634.018](#), the Board will interpret the phrase “conduct unbecoming a person licensed to practice chiropractic or detrimental to the best interests of the public” to include, without limitation:

- (a) Engaging in or soliciting sexual misconduct.
- (b) Performing any chiropractic service on a patient who is under the age of 18 years without first obtaining the consent of the parent or legal guardian of that patient if the consent is required pursuant to [NRS 129.030](#).
- (c) Performing manipulation on a patient under anesthesia without complying with the requirements set forth in [NAC 634.3665](#).
- (d) Entering into a financial agreement or making a financial arrangement with a potential or existing patient as an inducement to enter into or continue care. This paragraph does not prohibit a licensee from providing complimentary chiropractic services to an existing patient.
- (e) Participating in any verbal or written arrangement that involves capping or fee splitting.
- (f) Engaging in practices regarding the billing of patients or the making of claims under a contract of insurance that are abusive or fraudulent, or both, including, without limitation:
 - (1) Billing patients or making claims under a contract of insurance for chiropractic services that have not been performed.
 - (2) Billing patients or making claims under a contract of insurance in a manner which misrepresents the nature of the chiropractic services that have been performed.
 - (3) Submitting to patients or carriers of insurance bills or claims which fail to disclose pertinent information or which contain false information, including, without limitation:
 - (I) Failing to disclose to a patient that a bill has already been paid, in full or in part, by a carrier of insurance.
 - (II) Failing to disclose to a carrier of insurance that a claim has already been paid, in full or in part, by a different carrier of insurance.
 - (III) Stating falsely that the injury of a patient is the result of an accident or work-related incident.
- (g) Engaging in a practice of waiving, abrogating or rebating the deductible or copayment required to be paid by a policy of insurance or a third party if the practice is used as a device for advertising or marketing, or both.
- (h) Failing to make any report or record available to the Board upon lawful request, failing to cooperate with any investigation by the Board or knowingly giving false information to the Board.
- (i) Failing to make any report or record available to another licensee, practitioner, patient or institution upon a lawful request to do so in compliance with the provisions of [chapter 629](#) of NRS.
- (j) Being delinquent in the payment of a judgment for the payment of child support pursuant to [chapter 425](#) of NRS or being subject to a court order for the support of one or more children and not complying with the order or a plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.
- (k) Being in default on the payment of a student loan.
- (l) Violating the rules or regulations of a federal program that relates to the practice of chiropractic.
- (m) Engaging in fraud, misrepresentation or deception in any business affairs that relate to the practice of chiropractic.
- (n) Allowing a person to:

(1) Perform chiropractic services; or
(2) Engage in any aspect of the provision of chiropractic care to patients,
↳ if that person is not authorized to perform such services or provide such care pursuant to this chapter and [chapter 634](#) of NRS. The prohibition set forth in this paragraph does not apply to a person who is licensed or certified as a provider of health care pursuant to one or more of the chapters of title 54 of NRS.

(o) Engaging with a patient in a romantic or dating relationship unless the patient is the spouse of the licensee.

(p) Examining or treating the anus, breast or genitalia of a patient without first:

(1) Obtaining from the patient an informed consent that refers to the specific procedures that will be performed on those parts of the body of the patient; and

(2) Making a note of such consent in the record of the patient.

(q) Violating a provision of a chapter of title 54 of NRS other than [chapter 634](#) of NRS pursuant to which the licensee holds a license or certificate as a provider of health care.

(r) Knowingly giving a false or factually unsupported opinion in a peer review, records review, independent medical examination or chiropractic examination for the purpose of reducing a payment or reimbursement to a licensee for the care or treatment of a patient.

(s) Failing to either post a written disclosure or give a written disclosure to a patient and maintain the written disclosure concerning a lack of maintaining professional liability insurance in accordance with the requirements of [NRS 634.1295](#) and [NAC 634.445](#).

(t) Practicing chiropractic while impaired by alcohol, the use of illicit drugs, the unauthorized or improper use of a prescription drug or controlled substance, or any known or diagnosed mental illness or cognitive deficit.

(u) Paying or receiving any remuneration in such a manner and amount as would constitute a violation of 42 U.S.C. § 1320a-7b(b), regardless of whether the patient for whom the remuneration is paid or received is a patient under a federal health care program.

2. A patient's consent to, initiation of or participation in sexual behavior or involvement in a romantic or dating relationship with a licensee does not excuse the conduct of the licensee.

3. As used in this section:

(a) "Capping" means the use by a licensee of the services of a person who is remunerated for referring to the licensee a new patient who has been involved in a motor vehicle accident or who has been injured as a result of the actions of another person.

(b) "Fee splitting" means the acceptance of remuneration by a licensee for referring a patient to another provider of health care or a health care facility or the provision of remuneration by a licensee for a referral to the business of the licensee.

(c) "Sexual misconduct" means:

(1) Sexual relations between a licensee and a patient of that licensee, regardless of whether the patient initiated or consented to those sexual relations.

(2) Conduct by a licensee, in regard to a patient, that is sexual in nature, sexually suggestive or sexually demeaning to the patient.

(3) The commission by a licensee of one or more of the offenses defined in [NRS 200.368](#), [200.730](#), [201.210](#) and [201.220](#).

(4) The use by a licensee of deception, misrepresentation or force for the purpose of engaging in sexual conduct with a patient in:

(I) A clinical setting; or

(II) A setting that is used ordinarily for the provision of chiropractic services.

↪ The term does not include sexual conduct or sexual relations that take place between a licensee and his or her spouse or between a licensee and a person who was a patient after the chiropractor-patient relationship has been terminated for a reasonable time.

(d) "Sexual relations" means:

(1) Sexual intercourse.

(2) Any touching of sexual or other intimate parts of a person or causing such person to touch the sexual or other intimate parts of the licensee for the purpose of arousing or gratifying the sexual desire of either the licensee or the patient.

(Added to NAC by Bd. of Chiropractic Exam'rs, eff. 7-29-88; A 1-31-94; A by Chiropractic Physicians' Bd. by R030-98, 9-10-98; R095-03, 10-22-2003; R034-05, 10-31-2005; R140-05, 11-17-2005; R150-13, 3-28-2014)

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 22** – Annual board counsel evaluation - For possible action.

RECOMMENDED MOTION: **Action item.**

PREPARED BY: **Xavier Martinez, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **10 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 22

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 23 — Discuss annual staff evaluations and possible pay increase of the Executive Director & Licensing Specialist – For possible action. (Note: The Board may go into closed session pursuant to NRS 241 to consider the character, alleged misconduct, or professional competence of Ms. Canady)

RECOMMENDED MOTION: Action item.

PREPARED BY: Xavier Martinez, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 10 minutes

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 24 Consideration of potential additions, deletions, and/or amendments to NRS 634 and NAC 634 – For possible action

RECOMMENDED MOTION: **No recommendation**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **25 minutes**

BACKGROUND INFORMATION:

- A. NAC 634.XXX Mandatory Self-Inspection report
- B. NAC 634.635 Pleadings: Complaints (2) The original complaint must be in writing, signed and verified by the person making it and filed with the Executive Director of the Board.
Need to revise in accordance with NRS 634.160. (See attached)
- C. NAC 634.430 Clarify “reasonable time” ➡ The term does not include sexual conduct or sexual relations that take place between a licensee and his or her spouse or between a licensee and a person who was a patient after the chiropractor-patient relationship has been terminated for a reasonable time.
- D. NRS 634.105 Practice by qualified applicant for license waiting to take examination.
May supervise no longer than 2 years.
- E. NRS 634.130 License Renewal: Pro-Rate, change to birth date.
NRS 634.130 Renewal of license or certificate; continuing education; waiver of educational requirement or renewal fee; expiration and reinstatement; regulations.
 - 1. Licenses and certificates must be renewed biennially. Except as otherwise provided in subsection 9, each person who is licensed or holds a certificate as a chiropractor’s assistant pursuant to the provisions of this chapter must, upon the payment of the required renewal fee and the submission of all information required to complete the renewal, be granted a renewal license or certificate which authorizes the person to continue to practice for 2 years.
 - 2. Except as otherwise provided in subsection 9, the renewal fee must be paid and all information required to complete the renewal must be submitted to the Board by January 1 of:
 - (a) Each odd-numbered year for a licensee; and
 - (b) Each even-numbered year for a holder of a certificate as a chiropractor’s assistant.
- F. NRS 634.130 Random CE Audit - Violation if found out of compliance.

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

Agenda Item 24

**PROPOSED REGULATION OF THE
CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA**

LCB File No. R*-18**

September 7, 2018

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: NRS 634.030 and 634.014.

A REGULATION relating to ~~the renewal of a chiropractic physician's license and~~ the supervision of persons working in a chiropractic physician's office.

Section 1. NAC chapter 634 is hereby amended to add the following new language:

1. A chiropractic physician shall submit a self-inspection on a form prescribed by the Board between January and March of each year. The completed form must be received ~~or~~ no later than March 31 of each year. The board will not accept a form that is not complete at the time of its submittal and will return an incomplete form to the chiropractic physician who submitted it.

Section 2. NAC chapter 634 is hereby amended to add the following new language:

1. A chiropractic physician shall ensure that each employee of the chiropractic physician who provides services for the patients in the office of the chiropractic physician, other than chiropractic or clerical services, provides those services only under the direct supervision of the chiropractic physician.

2. A chiropractic physician who authorizes an independent contractor to provide services in the office of the chiropractic physician pursuant to the provisions of this section shall establish procedures which ensure that each patient of the chiropractic physician to whom the independent contractor provides services is notified that:

(a) *The independent contractor is not an employee of the chiropractic physician;*

(b) *The services provided by the independent contractor in the office of the chiropractic physician are not provided under the direct supervision or control of the chiropractic physician;*
and

(c) ~~*The chiropractic physician will not bill the patient or the insurance company of the patient for any services provided by the independent contractor.*~~

Agenda Item 24B

NAC 634.635 Pleadings: Complaints. ([NRS 634.030](#), [634.160](#))

1. A complaint as described in [NRS 634.160](#) may be made against a licensee charging him or her with one or more of the causes set forth in [chapter 634](#) of NRS for which he or she is subject to disciplinary action.

2. The original complaint must be in writing, **signed and verified by the person making it** and filed with the Executive Director of the Board.

[Bd. of Chiropractic Exam'rs, Rule of Practice No. 5, § 5.4, eff. 12-8-74] — (NAC A 11-23-93; A by Chiropractic Physicians' Bd. by R095-03, 10-22-2003)

NRS 634.160 Filing of written complaint against person practicing chiropractic; retention of complaints.

1. The Board or any of its members who become aware that any one or a combination of the grounds for initiating disciplinary action may exist as to a person practicing chiropractic in this State shall, and any other person who is so aware may, file a written complaint specifying the relevant facts with the Executive Director of the Board. A complaint may be filed anonymously. If a complaint is filed anonymously, the Board may accept the complaint but may refuse to consider the complaint if anonymity of the complainant makes processing the complaint impossible or unfair to the person who is the subject of the complaint.

2. The Board shall retain all complaints filed with the Executive Director pursuant to this section for at least 10 years, including, without limitation, any complaints not acted upon.

[Part 11:23:1923; A [1951, 258](#)] — (NRS A [1983, 423](#); [1991, 2084](#); [2009, 887](#); [2013, 2226](#))

Agenda Item 24C

NAC 634.430 (3) (d)

(c) “Sexual misconduct” means:

(1) Sexual relations between a licensee and a patient of that licensee, regardless of whether the patient initiated or consented to those sexual relations.

(2) Conduct by a licensee, in regard to a patient, that is sexual in nature, sexually suggestive or sexually demeaning to the patient.

(3) The commission by a licensee of one or more of the offenses defined in [NRS 200.368](#), [200.730](#), [201.210](#) and [201.220](#).

(4) The use by a licensee of deception, misrepresentation or force for the purpose of engaging in sexual conduct with a patient in:

(I) A clinical setting; or

(II) A setting that is used ordinarily for the provision of chiropractic services.

↪ The term does not include sexual conduct or sexual relations that take place between a licensee and his or her spouse or between a licensee and a person who was a patient after the chiropractor-patient relationship has been terminated for a **reasonable time**.

(d) “Sexual relations” means:

(1) Sexual intercourse.

(2) Any touching of sexual or other intimate parts of a person or causing such person to touch the sexual or other intimate parts of the licensee for the purpose of arousing or gratifying the sexual desire of either the licensee or the patient.

Agenda Item 24D

NRS 634.105 Practice by qualified applicant for license waiting to take examination. An applicant for a license to practice chiropractic who has the qualifications prescribed in [NRS 634.090](#) may, while waiting to take the Board's examination but for **no longer than 2 years**, perform chiropractic, including, without limitation, chiropractic adjustment or manipulation, under the direct supervision of a chiropractor who is professionally and legally responsible for the applicant's performance.

(Added to NRS by [1981, 1339](#); A [1989, 1168](#); [2011, 913](#))

Agenda Item 24 E & F

NRS 634.130 Renewal of license or certificate; continuing education; waiver of educational requirement or renewal fee; expiration and reinstatement; regulations.

1. Licenses and certificates must be renewed biennially. Except as otherwise provided in subsection 9, each person who is licensed or holds a certificate as a chiropractor's assistant pursuant to the provisions of this chapter must, upon the payment of the required renewal fee and the submission of all information required to complete the renewal, be granted a renewal license or certificate which authorizes the person to continue to practice for 2 years.

2. **Except as otherwise provided in subsection 9, the renewal fee must be paid and all information required to complete the renewal must be submitted to the Board by January 1 of:**

(a) Each odd-numbered year for a licensee; and

(b) Each even-numbered year for a holder of a certificate as a chiropractor's assistant.

3. Except as otherwise provided in subsection 5, 6 or 7, a licensee in active practice within this State must submit satisfactory proof to the Board that, during the 24 months immediately preceding the renewal date of the license, the licensee has attended at least 36 hours of continuing education which is approved or endorsed by the Board.

4. Except as otherwise provided in subsection 5, 6 or 8, a holder of a certificate as a chiropractor's assistant in active practice within this State must submit satisfactory proof to the Board that, during the 24 months immediately preceding the renewal date of the certificate, the certificate holder has attended at least 12 hours of continuing education which is approved or endorsed by the Board or the equivalent board of another state or jurisdiction that regulates chiropractors' assistants. The continuing education required by this subsection may include education related to lifesaving skills, including, without limitation, a course in cardiopulmonary resuscitation. The Board shall by regulation determine how many of the required 12 hours of continuing education must be course work related to such lifesaving skills. Any course of continuing education approved or endorsed by the Board or the equivalent board of another state or jurisdiction pursuant to this subsection may be conducted via the Internet or in a live setting, including, without limitation, a conference, workshop or academic course of instruction. The Board shall not approve or endorse a course of continuing education which is self-directed or conducted via home study.

5. The educational requirement of subsection 3 or 4 may be waived by the Board if the licensee or holder of a certificate as a chiropractor's assistant files with the Board a statement of a chiropractic physician, osteopathic physician or doctor of medicine certifying that the licensee or holder of a certificate as a chiropractor's assistant is suffering from a serious or disabling illness or physical disability which prevented the licensee or holder of a certificate as a chiropractor's assistant from completing the requirements for continuing education during the 24 months immediately preceding the renewal date of the license or certificate.

6. The Board may waive the educational requirement of subsection 3 or 4 for a licensee or a holder of a certificate as a chiropractor's assistant if the licensee or holder of a certificate submits to the Board proof that the licensee or holder of a certificate was in active military service which prevented the licensee or holder of a certificate from completing the requirements for continuing education during the 24 months immediately preceding the renewal date of the license or certificate.

7. A licensee is not required to comply with the requirements of subsection 3 until the first odd-numbered year after the year the Board issues to the licensee an initial license to practice as a chiropractor in this State.

8. A holder of a certificate as a chiropractor's assistant is not required to comply with the requirements of subsection 4 until the first even-numbered year after the Board issues to the holder of a certificate an initial certificate to practice as a chiropractor's assistant in this State.

9. The Board may waive the renewal fee for a licensee or holder of a certificate as a chiropractor's assistant if the licensee or holder of a certificate submits proof to the Board that the licensee or holder of a certificate was in active military service at the time the renewal fee was due.

10. If a licensee fails to:

(a) Except as otherwise provided in subsection 9, pay the renewal fee by **January 1** of an odd-numbered year;

(b) Except as otherwise provided in subsection 5 or 6, submit proof of continuing education pursuant to subsection 3;

(c) Notify the Board of a change in the location of his or her office pursuant to [NRS 634.129](#); or

(d) Submit all information required to complete the renewal,

↪ the license automatically expires and, except as otherwise provided in [NRS 634.131](#), may be reinstated only upon the payment, by **January 1** of the even-numbered year following the year in which the license expired, of the required fee for reinstatement in addition to the renewal fee.

11. If a holder of a certificate as a chiropractor's assistant fails to:

(a) Except as otherwise provided in subsection 9, pay the renewal fee by **January 1** of an even-numbered year;

(b) Except as otherwise provided in subsection 5 or 6, submit proof of continuing education pursuant to subsection 4;

(c) Notify the Board of a change in the location of his or her office pursuant to [NRS 634.129](#); or

(d) Submit all information required to complete the renewal,

↪ the certificate automatically expires and may be reinstated only upon the payment of the required fee for reinstatement in addition to the renewal fee.

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 25** — Establish date for the next in-person Chiropractor's Assistant examination - For possible action.

RECOMMENDED MOTION: **No recommendation.**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **10 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: Agenda Item 26 – Discussion/possible revisions to the Board Policies – For possible action.

- A. Confirm that all Self-Inspection reports must be completed on-line.**
- B. Request for Application Package:**
 - 1. Consider eliminating the application package request.**
 - 2. Consider waiving the fee when documents are emailed to the applicant.**
- C. Discuss \$500 fee for late DC renewals.**

RECOMMENDED MOTION: No recommendation.

PRESENTED BY: Morgan Rovetti, DC

MEETING DATE: January 10, 2019

TIME REQUIRED: 10 minutes

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 27** Consideration of attendees at the February 21-23, 2019
Parker Seminar – For possible action.

RECOMMENDED MOTION: **No recommendation.**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **5 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 28** NCA Report – No action

RECOMMENDED MOTION: **Non-Action item.**

PRESENTED BY: **James Overland, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **10 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 29** NCC Report – No action

RECOMMENDED MOTION: **Non-Action item.**

PRESENTED BY: **Stephanie Youngblood, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **15 minutes**

BACKGROUND INFORMATION:

REVIEWED BY: X President X Secretary X Executive Director

ACTION: Approved Approved w/Modifications Denied Continued

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 30** Correspondence Report – No action

RECOMMENDED MOTION: **Non-Action item.**

PREPARED BY: **Julie Strandberg**

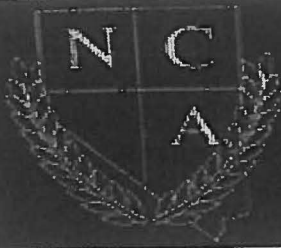
MEETING DATE: **January 10, 2019**

TIME REQUIRED: **5 minutes**

BACKGROUND INFORMATION: **See attached.**

REVIEWED BY: ☒ President ☒ Secretary ☒ Executive Director

ACTION: ☐ Approved ☐ Approved w/Modifications ☐ Denied ☐ Continued



Nevada Chiropractic Association

November 14, 2018

Chiropractic Physicians Board of Nevada
Attn: Julie Strandberg
4600 Kietzke Ln. Suite M-245
Reno, NV 89502

Re: Test Questions for Chiropractors and Chiropractic Assistants.

Dear Ms. Strandberg:

I understand the CPBN is meeting this week to review test questions and the tests for our applicants.

The Nevada Chiropractic Association has gone on record for the past several years regarding these questions. The NCA and many licensees, especially regarding the chiropractic Assistants questions feel that many of the test questions should be removed due to being poorly constructed, continuing double negatives and not reflecting a good question.

The NCA has requested numerous times that all questions be submitted for psychometric analysis by a proper institution. We understand that board members are not professional test/question writers, therefore the test should reflect one that would not be criticized as being unfairly written.

Respectfully,

James T. Overland, Sr., D.C., M.S., DABFP, FACO
Diplomate American Board of Forensic Professionals
Fellow American Chiropractic Orthopedists
Designated Impairment Rating Physician- State of Nevada
President Nevada Chiropractic Association

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 31** Public Interest Comments – No action

This portion of the meeting is open to the public to speak on any topic NOT on today's agenda and may be limited to 3 minutes

RECOMMENDED MOTION: **Non-Action item.**

PREPARED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **3 minutes per person per topic**

BACKGROUND INFORMATION: **The public may speak to the Board about any topic not on the agenda but no action may be taken.**

REVIEWED BY: ☒ President ☒ Secretary ☒ Executive Director

ACTION: ☐ Approved ☐ Approved w/Modifications ☐ Denied ☐ Continued

Agenda Item 31

CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA

AGENDA ACTION SHEET

TITLE: **Agenda Item 32** Adjournment – For possible action

RECOMMENDED MOTION: **Adjourn the meeting.**

PRESENTED BY: **Morgan Rovetti, DC**

MEETING DATE: **January 10, 2019**

TIME REQUIRED: **5 minutes**

BACKGROUND INFORMATION: **The meeting should be formally adjourned when all matters on the agenda have been addressed.**

REVIEWED BY: __X__ President __X__ Secretary __X__ Executive Director

ACTION: _____Approved _____Approved w/Modifications _____Denied _____Continued