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## **CHIROPRACTIC PHYSICIAN'S BOARD OF NEVADA**

4600 Kietzke Lane, M-245 | Reno, Nevada 89502-5000  
Phone: (775) 688-1921 | Fax: (775) 688-1920  
Website: <http://chirobd.nv.gov> | Email: [chirobd@chirobd.nv.gov](mailto:chirobd@chirobd.nv.gov)

### **Reinstatement Requirements**

Please review the following instructions before you complete and submit the application for reinstatement. Then select the Licensee Portal link on the boards home page. If you have not created an account, select "Activate Now," enter your email on record with the board and follow the steps.

#### **Reinstatement from Expired Status**

**If you are reinstating within one year of the expiration date of your license you will need to submit the following to complete this application.**

- Payment in the amount of \$1,225.25 (\$700.00 biennial license renewal, \$500.00 expired to active, plus \$25.00 administrative fee).
- Copies of certificates of completion, confirming 36 hours of continuing education completed during the 24 months immediately preceding the reinstatement.

**If you are reinstating outside of one year from the expiration date of your license you will need to submit the following to complete this application.**

- Payment in the amount of \$1,225.25 (\$700.00 biennial license renewal, \$500.00 expired to active, plus \$25.00 administrative fee). The fingerprint card processing fee of \$40.25 will be collected outside of the online application process.
- Copies of certificates of completion, confirming 36 hours of continuing education completed during the 24 months immediately preceding the reinstatement.
- One (1) completed and signed fingerprint card.
- Completed and signed "Fingerprint Waiver" form.

**If applying for Reinstatement from Expired to Active status and have not maintained practice in another state, territory or country within the preceding 5 years you will be required to:**

(2) Score:

- (I) For a written, closed-book examination which is administered in person by the Board, 75 percent or higher in all subjects on the examination concerning the provisions of this chapter and the regulations adopted by the Board; or
- (II) For a written, open-book examination which is administered in person by the Board or an examination that is taken online, 90 percent or higher in all subjects on the examination concerning the provisions of this chapter and the regulations adopted by the Board.

3. If any of the requirements set forth in subsection 2 are not met by an applicant for the reinstatement of an expired license to active status, the Board, before reinstating the license of the applicant to active status:
  - (a) Must hold a hearing to determine the professional competency and fitness of the applicant; and
  - (b) May require the applicant to:
    - (1) Pass the Special Purposes Examination for Chiropractic prepared by the National Board of Chiropractic Examiners; and
    - (2) Satisfy any additional requirements that the Board deems to be necessary.

### **Documents to be Submitted**

The following documents will be required to be uploaded to complete and submit in this reinstatement. You must upload a high-quality image or PDF.

**Fingerprint Waiver** (if applicable)- Upload the Completed and signed Fingerprint Waiver form.

**Declarations** - You will be asked to upload additional documentation relating to any "yes" responses in the Declaration section of this reinstatement.

### **Documents to Send**

Most of the following documents must come from a third party or original source. You will be required to provide these after submission of your reinstatement. The reinstatement will not be considered complete until these documents are received by the Chiropractic Physicians' Board of Nevada. If we already have some of this documentation on file, our staff will update the application accordingly after our review.

### **Certification of Good Standing –**

Request License Verification from all the state chiropractic licensing board(s) in which you have ever been licensed.

### **Fingerprint card (if applicable) –**

Applicants will be required to mail to the Board one (1) completed and signed fingerprint card. Fingerprints must be rolled properly on the cards to assure that they are clear and not smudged and should be applied by a professional.

Note: Be sure your hands are clean and do not use hand lotion before being fingerprinted. All questions must be answered, including VITAL STATISTICS, and the applicant's signature must be on the card. DO NOT FOLD OR BEND THE CARDS THROUGH THE FINGERPRINT AREA. Local police departments, sheriff's office and some private agencies offer fingerprint services. Once the application, appropriate fees, and fingerprint card is received and processed, the fingerprint card is forwarded to the Department of Public Safety and the FBI for completion of the background check. The report is processed and returned to the Board for review. The results of the background check may take up to 4 weeks. Applicants will not be approved to sit for the examination until the background check has been concluded.