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CHIROPRACTIC PHYSICIAN'S BOARD OF NEVADA

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Dear Candidate for Nevada Licensure:

Thank you for your interest in applying for licensure as a Doctor of Chiropractic in Nevada. Please refer to https://chirobd.nv.gov/Board/Regulations_and_Statutes/ for your information and study of the Nevada Revised Statutes (NRS) 634 and 629 and Nevada Administrative Code (NAC) 634.

Every applicant must complete the application and submit all of the required supporting documents prior to taking the Nevada Chiropractic Law Exam. Please read the following application instructions closely.

General Application Information

- The Application must be submitted with all questions answered completely and truthfully.
- An application remains open for one year after the date of the first examination that the applicant is eligible to take.
- If the applicant does not pass the examination on the first attempt, he or she may retake the examination without paying an additional fee.
- Nevada has no reciprocity with other states, and there is no provision in the law for consideration of length of practice in another state except as set forth above.
- An arrest record, conviction of a crime, or disciplinary action taken against one's license by another state does not preclude acceptance of an applicant. However, if additional information or further inquiry is deemed necessary, there may be a delay in acceptance of the applicant. The Board may reject any application based on the assessment of the applicant's moral character.

Application Status:

Once your application is submitted you are able to monitor the status of your application. From the home page at chirobd.nv.gov, select "New Applicant Portal" and login using the email and password used to create your account, then select "Document." You may select "Review" to see your application as submitted.

Scope of Practice

The following statute, NRS 634.013 “Chiropractic” defined, is the Nevada scope of practice: “Chiropractic is defined to be the science, art and practice of palpating and adjusting the articulations of the human body by hand, the use of physiotherapy, hygienic, nutritive and sanitary measures and all methods of diagnosis.”

- Nevada licensed chiropractors may not perform surgery or dispense or prescribe drugs.
- Nevada licensed chiropractors may not puncture the skin except to draw blood for diagnostic purposes or are certified to perform dry needling pursuant to NRS 634.035; Any person who wishes to perform acupuncture must apply for licensure with the Nevada State Board of Oriental Medicine.
- Nevada licensed chiropractors may not adjust or treat animals unless he or she has obtained a registration certificate from the State Board of Veterinary Examiners.
- Nevada licensed chiropractors may not practice without malpractice insurance unless written notification is posted or provided to patients.

Examination Eligibility

The application deadline is established under NRS 634.080(1): An applicant may take the examination any time after the Executive Director determines that his or her application is complete. An application is not complete until the application, photo, \$240.25 fee, all supporting documents identified below, and the background results are received. Upon completion and approval of an applicant’s file, he or she will receive written notification by mail and/or email indicating the date the applicant is eligible to take the written or online exam. The notification will also provide additional instruction on how to register for the exam and pay the \$125.00 examination fee. Unapproved applicants will receive written notification of the reason for the rejection.

If an applicant has a disability that requires special testing arrangements, he or she must notify the Board office and provide official documentation of the disability at least fifteen (15) days in advance of the examination date.

If the exam is taken in person applicants are required to produce a valid government issued form of identification bearing a recent photograph to be admitted to the examination. A current driver’s license or passport photograph is recommended.

Examination: All applicants will be examined by an online or written Nevada Chiropractic Law Test. The test consists of a total of 60 True/False and Multiple-Choice questions. The passing score for the written exam is 75% or higher and the online exam is 90% or higher. The written examinations are typically administered twice each month at the Board office in Reno, Nevada.

Documents Necessary For The Exam: Prior to taking the exam it is necessary to review the Nevada Revised Statutes and Nevada Administrative Code, Chapter 634 and Nevada Revised Statute, Chapter 629. This information can also be found at: <https://chirobd.nv.gov/Board/>

Examination Results: If the exam is taken in person, written notification will be mailed within ten (10) days following the examination. If the exam is taken online, your score is displayed upon completion of the exam. Upon successfully passing the test, the \$225.00 license fee must be paid to establish licensure status. Although fully licensed to practice in Nevada after the license fee of \$225.00 is received, the actual license certificate will be mailed following the Boards’ signatures.

All licenses must be renewed for the ensuing biennium. DC licenses expire December 31st of the even numbered year. The fees are not refundable.

Eligibility Requirements for Dry Needling:

50 hours of didactic education in dry needling offered or certified by one of the following organizations:

- (a) The Federation of Chiropractic Licensing Boards, or its successor organization;
- (b) The American Chiropractic Association, or its successor organization;
- (c) The International Chiropractors Association, or its successor organization;
- (d) The Providers of Approved Continuing Education, or its successor organization;
- (e) The American Medical Association, or its successor organization;
- (f) The American Osteopathic Association, or its successor organization;
- (g) The Accreditation Council for Continuing Medical Education, or its successor organization;
- (h) The State Board of Oriental Medicine; or
- (i) A school of chiropractic.

Documents to be Submitted

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

Passport style photograph - Upload an original, passport type, color photograph taken within the past six (6) months of the front view of your face, size 2” x 2”.

Evidence of high school graduation - Upload photocopy of high school diploma or G.E.D. certificate **OR** High school grade transcript.

Undergraduate Grade Transcript(s) – Upload a copy of your transcript(s), to confirm a minimum of not less than 60 credit hours from an accredited college or university **OR** written certification verifying at least five (5) years of licensed active practice from a state licensing board.

DC degree - Upload a photocopy of your DC degree.

Fingerprint Waiver - Upload the Completed and signed Fingerprint Waiver form.

Declarations - Upload additional documentation relating to any "yes" responses in the Declaration section of this application.

Documents to be Sent

The following documents must be requested by you and sent directly to the board from a third party or original source with the exception of the fingerprint card. The application will not be considered complete until these documents are received by the CPBN. If we already have some of this documentation on file, our staff will update the application accordingly after our review.

Fingerprint card – (Out of State Applicants)

Please complete and mail one (1) completed and signed fingerprint card to the Board. 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.

Electronic Fingerprinting/LiveScan (If in the State of Nevada)

You can also choose to have electronic fingerprints submitted. Please visit our website for a list of approved private fingerprint sites and additional instructions. Electronic fingerprinting must be done in Nevada. Other states are not allowed to transmit electronic fingerprint information.

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

Certified final grade transcript - Request from the accredited college of chiropractic a certified final grade transcript with not less than 4,000 hours of credit.

Certified grade transcript from the National Board of Chiropractic Examiners -

Request certified grade transcript, with passing grades (375 or higher) in Parts I, II, III, IV and Physiotherapy **OR (in addition to any or all parts of National Boards).**

DCs qualify to apply for licensure by Endorsement if they have 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 and had completed those parts of the examination administered by the National Board of Chiropractic Examiners or its successor organization as were in effect at the time that the applicant graduated from chiropractic college.

Fee Schedule: Fees are not refundable.

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| Application for licensure | \$200.00 |
| Fingerprint card processing | <u>40.25</u> |
| Total | \$240.25 |
| Examination fee (due upon completion of application) | \$125.00 |
| Issuance of license to practice | \$225.00 |
| Biennial Renewal - ACTIVE PRACTICE | \$700.00 |
| <u>Initial Biennial Renewal - Pro-Rated</u> | |
| License Issued January 1 st to May 31 st of the even year | \$350.00 |
| License Issued June 1 st to December 31 st of the even year | Waived |
| Biennial Renewal – INACTIVE PRACTICE | \$250.00 |