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**CHIROPRACTIC PHYSICIANS' BOARD OF NEVADA**

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**Message from the President**

Thank you all for your on-going efforts to protect the public and maintaining a safe practice to keep everyone healthy around you. Please continue to take all the precautionary measures to ensure the safety of your patients, yourself, and your staff.

*Wishing you and yours a peaceful holiday season!*

Next Board Meeting  
Thursday, January 13, 2022  
at 8:30 a.m.

**Chiropractic Assistant**

Renew your certificate by  
December 31, 2021

Issue 69  
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NEW LICENSING SOFTWARE SYSTEM

The Board is in the process of implementing a new licensing software system. Please watch for further information as there will be a change to your log-in, coming January 2022.

Important Deadlines

Chiropractic Assistant

Renewal Period October 1, 2021 through December 31, 2021 (odd year)

Chiropractic Physicians'

Renewal Period October 1, 2022 through December 31, 2022 (even year)

Self-Inspections – January 1 through March 31 of each year

Business Entities – Renewal by May 31 of each year

## Keeping you Informed

- At its July 15, 2021 meeting the Board discussed whether a licensee is allowed to advertise Qualified Medical Examiner (QME), which is a California designation on their Nevada letterhead. The Board voted to allow the licensee to use the QME designation and approved Nevada raters to use the designations “CICE” and/or Independent Designated Rater” for advertising purposes.
  - Pursuant to NAC 634.550 If a licensee has attained a certification/specialty, he or she must provide the certificate to the Board which allows the use the applicable designation to be used on letterhead, advertising, etc.
- At its October 28, 2021 meeting the Board discussed whether a single individual could perform the role of a physical therapy tech, medical assistant and a chiropractic assistant. The Board determined that this is allowed as long as the individual holds the applicable training / certification, and the licensee providing the direction is staying within their scope of practice.
- Business Entity Registration – Commencing January 1, 2022, some businesses or practices that offer chiropractic services must be registered by the Board. Please refer to the Boards website for details.
- The Board will continue to notify licensees and chiropractor’s assistants of deadlines; however, it is the licensee and certificate holders’ responsibility to know the laws.
- Myofascial Trigger Point Therapy also known as Trigger Point Therapy cannot lawfully be performed by a Chiropractic Assistant.
- Chiropractic Assistant Training Guidelines & Exam Preparation.
  - CA Exam Outline
  - Chiropractic Therapy Assistant - A Clinical Resource Guide
  - X-Ray Chiropractic Radiologic Technology Study Guide - American Chiropractic Registry of Radiologic Technologists (ACRRT)
  - NRS 634 and NRS 629
  - NAC 634

**CA Training  
Guidelines &  
Exam Study Material**

## Continuing Education Certificates

Licensees are no longer required to submit their CE certificates to the Board unless you are notified by the Board that you were selected in the random CE audit. If you are selected, you will be notified (following the renewal period) by receipt of a mailed postcard, as well as an email. Board staff will no longer retain copies of continuing education certificates; however, you may upload your CE certificates to your record by visiting the Boards’ website at [chirobd.nv.gov](http://chirobd.nv.gov). Should you upload your certificates to your record, please know that it is the responsibility of the licensee to also retain copies of their CE certificates for their records.

# Examinations

Chiropractic Physicians Jurisprudence exam may be taken on-line or in-person. The applicant will receive correspondence from the Board upon eligibility.

- On-line – MyiCourse
- In-person - Board office complex - Reno on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month.

[Exam Dates](#)

Chiropractic Assistant exams are scheduled as follows: The CA has the option to take the exam in-person or on-line. The on-line exams are taken through MyiCourse.

February 8, 2022  
September 13, 2022

The June 15, 2022 exam will be offered on-line only.

Applicants must have completed six months of full-time or one year of part-time on-the-job training in order to be eligible to take the exams.

CA's that are eligible to take the exam(s), will receive a reminder letter 30-45 days prior to the exam. The supervising DC will also receive a copy of the exam eligibility letter.

## Licensee/Chiropractic Assistant Contact Information

All licensees of the Board are required to notify the Board in writing of their current legal residence within 15 days after the change and the address of each office where he or she practices. Please keep in mind the mailing address you provide will be viewable by the public on the Board's website.

You may update your addresses and email by visiting the Board's website at [chirobd.nv.gov](http://chirobd.nv.gov), select the "Address Change" icon at the bottom of the home page.

Please watch your email on record for correspondence from the Board.

## 2022 CPBN Meeting & Holiday Schedule

January 1 New Year's Day  
**January 13 Board Meeting**  
January 17 Martin Luther King, Jr.'s Birthday  
February 21 President's Day  
**April 14 Board Meeting**  
May 30 Memorial Day  
July 4 Independence Day (observed)  
**July 14 Board Meeting**  
September 5 Labor Day  
**October 13 Board Meeting**  
October 28 Nevada Day  
November 11 Veteran's Day  
November 24/25 Thanksgiving & Family Day  
December 26 Christmas (observed)