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2	DEPARTMENT OF HEALTH
3	MEDICAL QUALITY ASSURANCE
4	BOARD OF CHIROPRACTIC MEDICINE
5	MINIUTEC
6	MINUTES DILLES COMMUTEEE MEETING
7	<b>RULES COMMITTEE MEETING</b>
8 9	The Breakers
9	1 South County Road
10	Palm Beach, Florida 33480
12	I ann Deach, Fiorida 35400
12	August 15, 2013
14	111gust 10, 2010
15	
16	Agenda items are subject to being taken up at any time during the meeting. Participants
17	in this public meeting should be aware that these proceedings are being recorded and that
18	an audio file of the meeting will be posted to the board's website.
19	
20	General Board Business started: 2:00 p.m.
21	-
22	CALL TO ORDER:
23	Dr. Debra Hoffman, Chair, called the meeting to order at 2:00 p.m. Those present for all
24	or part of the meeting included the following:
25	
26	BOARD MEMBERS PRESENT:
27	Debra Hoffman, D.C., Chair
28	Kevin Fogarty, D.C., Vice-Chair
29	Ron Wellikoff, D.C.
30	Michael Mathesie, D.C.
31	Ms. Linda Reynolds
32	
33 34	BOARD STAFF: William Miller, Board Director
34 35	Sharon Guilford, Program Operations Administrator
36	Michele Jackson, Regulatory/Supervisor Consultant
30 37	Whenele Jackson, Regulatory/Supervisor Consultant
38	BOARD COUNSEL:
39	Deborah Loucks, Assistant Attorney General
40	Office of Attorney General
41	- ····································
42	DISCUSSION OF RULE CHAPTER 64B2, FLORIDA ADMINISTRATIVE
43	CODE:
44	
45	Rule 64B2-13.008, F.A.C. – Retired Status License
46	

1	64B2-13.008 Retired Status License.
2	(1) Any licensee may elect at the time of licensure renewal to place the license on
3	retired status by paying the retired status fee of \$50.00.
4	(2) A retired status licensee may change to active status provided:
5	(a) The licensee must meet the continuing education requirements of Rules 64B2-
6	13.004 and 64B2-13.0045, F.A.C., for each biennium the licensee was in retired status
7	and pay all past renewal fees;
8	(b) If the license has been in retired status for more than 5 years, the licensee must
9	take and pass the SPEC examination and take an approved laws and rules course as set
10	forth in Rule $\frac{64B4-6.0045}{64B2-11.001(2)}$ , F.A.C.
11	Rulemaking Authority 456.036(10), 460.405 FS. Law Implemented 456.036(10) FS.
12	History-New 2-6-06, Amended 1-7-10.
12	<i>History Wew</i> 2 0 00, <i>Hindhaeu</i> 1 7 10.
13	Dr. Fogarty moved to Notice for Rule Development and approve the drafted
14	language in Rule 64B2-13.008, F.A.C. The motion was seconded and carried 5/0.
16	language in Kule 04D2-15.000, F.A.C. The motion was seconded and carried 5/0.
17	Ms. Reynolds moved that the proposed rule would not have any adverse impacts on
18	small businesses and the proposed rule would not be likely to directly or indirectly
19	increase regulatory costs to any entity (including government) in excess of \$200,000
20	in the aggregate in Florida within 1 year after the implementation of the rule. The
20	motion was seconded and carried 5/0.
22	motion was seconded and carried 5/0.
22	Dequest from Don Mouris, D.C.
23 24	Request from Don Morris, D.C.
24 25	Mr. Morris was present and addressed the board.
25 26	wir. Worris was present and addressed the board.
	- Dula (4D2 17 0026 E A C Standard of Drastics for Electrodiamosis
27	• Rule 64B2-17.0026, F.A.C. – Standard of Practice for Electrodiagnosis
28	(Proposed) – OFARR Correspondence; JAPC Correspondence and FMA
29 20	Correspondence
30	Ma Lougha stated IADC did not some with the board on the following:
31 32	Ms. Loucks stated JAPC did not agree with the board on the following:
	Description that the based is such a size data sately is the dead of an efficiency
33	• Does not appear that the board is authorized to establish standards of practice
34	for the practice of chiropractic medicine.
35	
36	• Require chiropractic physician to take an examination to supervise, perform or
37	interpret electyrodiagnostics other than those examinations set forth in Section
38	460.406, F.S. Further, it also appears that requiring these chiropractic
39	physicians to take this examination may create an unauthorized level of
40	licensure for chiropractic physicians. It appears to enlarge upon the
41	provisions of chapter 460, F.S.
42	
43	64B2-17.0026 Standard of Practice for Electrodiagnosis.
44	(1) <u>Any chiropractic physician who in his or her practice, supervises, performs and/or</u>
45	interprets electrodiagnosis (i.e. Needle Electromyography (EMG), Nerve
46	Conduction Studies (NCS), Evoked Potentials) must have acquired the

1 2	<u>competence to supervise, perform and/or interpret said service, procedure, or</u> <u>treatment through appropriate education and/or training.</u>
3	treatment infough appropriate education and/or training.
4	Rulemaking Authority 460.405 FS. Law Implemented 460.413(1)(t) FS. History-New
5	2013
6	
7	Dr. Fogarty moved to Notice for Rule Development and to adopt the above changes
8	as presented. The motion was seconded and carried 5/0.
9	as presented. The motion was seconded and carried 5/0.
10	Dr. Fogarty moved that the proposed rule would not have any adverse impacts on
11	small businesses and the proposed rule would not be likely to directly or indirectly
12	increase regulatory costs to any entity (including government) in excess of \$200,000
13	in the aggregate in Florida within 1 year after the implementation of the rule. The
14	motion was seconded and carried 5/0.
15	
16	Dr. Wellikoff moved to withdraw the above changes. The motion was seconded and
17	carried 5/0.
18	
19	Dr. Wellikoff moved to delegate to the chair to send a letter to JAPC with the
20	board's concerns. The motion was seconded and carried 5/0.
21	
22	Public Comment
23	
24	64B2-?.???
25	
26	The Board of Chiropractic Medicine invites and encourages all members of the public to
27	provide comment on matters or propositions before the Board or a committee of the
28	Board. The opportunity to provide comment shall be subject to the following:
29	(1) Members of the public will be given an opportunity to provide comment on subject
30	matters before the Board after an agenda item is introduced at a properly noticed
31	board meeting.
32	(2) <u>Members of the public shall be limited to five (5) minutes to provide comment. This</u>
33	time shall not include time spent by the presenter responding to questions posed by
34	Board members, staff or board counsel. The chair of the Board may extend the time
35	to provide comment if time permits.
36	(3) Members of the public shall notify board staff in writing of his or her interest to be
37	heard on a proposition or matter before the Board. The notification shall identify the
38	person or entity, indicate support, opposition, or neutrality, and identify who will
39	speak on behalf of a group or faction of persons consisting of five (5) or more
40	persons. Any person or entity appearing before the Board may use a pseudonym if he
41	or she does not wish to be identified.
42	
43	Dr. Fogarty moved to Notice for Rule Development and to adopt the above changes
44	as presented. The motion was seconded and carried 5/0.
45	

1 Dr. Fogarty moved that the proposed rule would not have any adverse impacts on 2 small businesses and the proposed rule would not be likely to directly or indirectly 3 increase regulatory costs to any entity (including government) in excess of \$200,000 4 in the aggregate in Florida within 1 year after the implementation of the rule. The motion was seconded and carried 5/0. 5 6 7 FLORIDA STATUTES: 8 9 • **460.402(6)** – **Student exceptions** 10 11 **460.402** Exceptions.--The provisions of this chapter shall not apply to: 12 (1) Other duly licensed health care practitioners acting within their authorized scope of practice. 13 14 (2) Any person furnishing medical assistance in case of an emergency. 15 (3) The domestic administration of recognized family remedies. 16 (4) The practice of the religious tenets of any church. 17 (5) Any massage therapist acting within her or his scope of practice authorized in chapter 18 480. 19 (6) A chiropractic student enrolled in a chiropractic college accredited by the Council on 20 Chiropractic Education and participating in either: 21 (a) A community-based internship under the direct supervision of a doctor of 22 chiropractic medicine who is credentialed as an adjunct faculty member of a chiropractic 23 college in which the student is enrolled; or 24 (b) A chiropractic college clinical internship under the direct supervision of a doctor of 25 chiropractic medicine who is a full-time, part-time, or adjunct faculty member of a 26 chiropractic college located in this state and accredited by the Council on Chiropractic 27 Education and who holds a current, active Florida chiropractor's license. 28 History.--ss. 1, 7, ch. 79-211; ss. 2, 3, ch. 81-318; ss. 17, 18, ch. 86-285; s. 63, ch. 89-29 374; s. 5, ch. 90-25; s. 4, ch. 91-429; s. 219, ch. 97-103; s. 104, ch. 99-397; s. 2, ch. 2005-30 262. 31 32 Discussion ensued. 33 34 There was no action taken at this time. 35 36 • 460.403, F.S. – Definitions 37 38 **460.403 Definitions.**--As used in this chapter, the term: 39 (1) "Approved program" means a program for the education of certified chiropractic 40 physician's assistants, which program has been formally approved by the board. 41 (2) "Board" means the Board of Chiropractic Medicine. (3) "Certified chiropractic physician's assistant" means a person who is a graduate of an 42 approved program or its equivalent and is approved by the department to perform 43 44 chiropractic services under the indirect supervision of a chiropractic physician or group 45 of physicians certified by the board to supervise such assistant. An approved chiropractic

1 physician or group of physicians may indirectly supervise more than one certified

2 chiropractic physician's assistant.

3 (4)(a) "Community-based internship" means a program in which a student enrolled in the

4 last year of a chiropractic college accredited by the Council on Chiropractic Education is

5 approved to obtain required pregraduation clinical experience in a chiropractic clinic or

6 practice under the direct supervision of a doctor of chiropractic medicine approved as an

7 adjunct faculty member of the chiropractic college in which the student is enrolled,

8 according to the teaching protocols for the clinical practice requirements of the college.

9 (b) "Chiropractic college clinical internship" means a program in which a student

10 enrolled in a chiropractic college located in this state and accredited by the Council on

11 Chiropractic Education obtains clinical experience pursuant to the chiropractic college's 12 curriculum in a classroom or chiropractic clinic operated by the chiropractic college,

12 currentian in a classroom of chilopractic chilic operated by the chilopractic conege, 13 according to the teaching protocols for the clinical practice requirements of the college.

- 14 (5) "Chiropractic physician" means any person licensed to practice chiropractic medicine
- 15 pursuant to this chapter.
- 16 (6) "Department" means the Department of Health.

17 (7) "Direct supervision" means responsible supervision and control, with the licensed

18 chiropractic physician assuming legal liability for the services rendered by a registered

19 chiropractic assistant or a chiropractic student enrolled in a community-based intern

20 program. Except in cases of emergency, direct supervision shall require the physical 21 presence of the licensed chiropractic physician for consultation and direction of the

21 presence of the licensed chiropractic physician for consultation and direction of the 22 actions of the registered chiropractic assistant or a chiropractic student enrolled in a

community-based intern program. The board shall further establish rules as to what

24 constitutes responsible direct supervision of a registered chiropractic assistant.

(8) "Indirect supervision" means responsible supervision and control, with the licensed
 chiropractic physician assuming legal liability for the services rendered by a certified

27 chiropractic physician's assistant. Except in cases of emergency, indirect supervision

28 shall require the easy availability or physical presence of the licensed chiropractic

29 physician for consultation and direction of the actions of the certified chiropractic 30 physician's assistant. The board shall further establish rules as to what constitutes

31 responsible indirect supervision of the certified chiropractic physician's assistant.

(9)(a) "Practice of chiropractic medicine" means a noncombative principle and practice

33 consisting of the science, philosophy, and art of the adjustment, manipulation, and

34 treatment of the human body in which vertebral subluxations and other malpositioned

35 articulations and structures that are interfering with the normal generation, transmission,

36 and expression of nerve impulse between the brain, organs, and tissue cells of the body,

37 thereby causing disease, are adjusted, manipulated, or treated, thus restoring the normal

38 flow of nerve impulse which produces normal function and consequent health by

- chiropractic physicians using specific chiropractic adjustment or manipulation techniques
  taught in chiropractic colleges accredited by the Council on Chiropractic Education. No
- 41 person other than a licensed chiropractic physician may render chiropractic services,

42 chiropractic adjustments, or chiropractic manipulations.

43 (b) Any chiropractic physician who has complied with the provisions of this chapter may

- 44 examine, analyze, and diagnose the human living body and its diseases by the use of any
- 45 physical, chemical, electrical, or thermal method; use the X ray for diagnosing;

- 1 phlebotomize; and use any other general method of examination for diagnosis and
- 2 analysis taught in any school of chiropractic.
- 3 (c)1. Chiropractic physicians may adjust, manipulate, or treat the human body by
- 4 manual, mechanical, electrical, or natural methods; by the use of physical means or
- 5 physiotherapy, including light, heat, water, or exercise; by the use of acupuncture; or by
- 6 the administration of foods, food concentrates, food extracts, and items for which a
- 7 prescription is not required and may apply first aid and hygiene, but chiropractic
- 8 physicians are expressly prohibited from prescribing or administering to any person any
- 9 legend drug except as authorized under subparagraph 2., from performing any surgery
- 10 except as stated herein, or from practicing obstetrics.
- 11 2. Notwithstanding the prohibition against prescribing and administering legend drugs
- 12 under subparagraph 1. or s. <u>499.01(2)(m)</u>, pursuant to board rule chiropractic physicians
- 13 may order, store, and administer, for emergency purposes only at the chiropractic
- 14 physician's office or place of business, prescription medical oxygen and may also order,
- 15 store, and administer the following topical anesthetics in aerosol form:
- 16 a. Any solution consisting of 25 percent ethylchloride and 75 percent
- 17 dichlorodifluoromethane.
- 18 b. Any solution consisting of 15 percent dichlorodifluoromethane and 85 percent
- 19 trichloromonofluoromethane.
- 20
- However, this paragraph does not authorize a chiropractic physician to prescribe medical
  oxygen as defined in chapter 499.
- (d) Chiropractic physicians shall have the privileges of services from the department'slaboratories.
- 25 (e) The term "chiropractic medicine," "chiropractic," "doctor of chiropractic," or
- 26 "chiropractor" shall be synonymous with "chiropractic physician," and each term shall be
- 27 construed to mean a practitioner of chiropractic medicine as the same has been defined
- 28 herein. Chiropractic physicians may analyze and diagnose the physical conditions of the
- 29 human body to determine the abnormal functions of the human organism and to
- determine such functions as are abnormally expressed and the cause of such abnormalexpression.
- 32 (f) Any chiropractic physician who has complied with the provisions of this chapter is
- 33 authorized to analyze and diagnose abnormal bodily functions and to adjust the physical
- 34 representative of the primary cause of disease as is herein defined and provided. As an
- 35 incident to the care of the sick, chiropractic physicians may advise and instruct patients in
- 36 all matters pertaining to hygiene and sanitary measures as taught and approved by
- 37 recognized chiropractic schools and colleges. A chiropractic physician may not use
- 38 acupuncture until certified by the board. Certification shall be granted to chiropractic
- 39 physicians who have satisfactorily completed the required coursework in acupuncture and
- 40 after successful passage of an appropriate examination as administered by the
- 41 department. The required coursework shall have been provided by a college or university
- which is recognized by an accrediting agency approved by the United States Departmentof Education.
- 44 (10) "Registered chiropractic assistant" means a person who is registered by the board to
- 45 perform chiropractic services under the direct supervision of a chiropractic physician or
- 46 certified chiropractic physician's assistant.

1 (11) "Trainee" means a person who is currently enrolled in an approved program. 2 History.--ss. 1, 7, ch. 79-211; ss. 2, 3, ch. 81-318; ss. 2, 17, 18, ch. 86-285; s. 1, ch. 90-25; s. 4, ch. 91-429; s. 113, ch. 94-218; ss. 1, 10, ch. 96-296; s. 1, ch. 97-247; s. 67, ch. 3 4 97-264; s. 271, ch. 98-166; s. 105, ch. 99-397; s. 77, ch. 2001-62; s. 3, ch. 2005-262; s. 5 39. ch. 2008-207. 6 7 Discussion ensued. 8 9 There was no action taken at this time. 10 11 460.406, F.S. – Licensure by examination (New Zealand College of • 12 **Chiropractic – Accreditation Issues**) 13 14 460.406Licensure by examination.— 15 16 (1)Any person desiring to be licensed as a chiropractic physician must apply to the 17 department to take the licensure examination. There shall be an application fee set by the 18 board not to exceed \$100 which shall be nonrefundable. There shall also be an 19 examination fee not to exceed \$500 plus the actual per applicant cost to the department 20 for purchase of portions of the examination from the National Board of Chiropractic 21 Examiners or a similar national organization, which may be refundable if the applicant is 22 found ineligible to take the examination. The department shall examine each applicant 23 who the board certifies has: 24 (a)Completed the application form and remitted the appropriate fee. 25 (b)Submitted proof satisfactory to the department that he or she is not less than 18 years 26 of age. 27 (c)Submitted proof satisfactory to the department that he or she is a graduate of a 28 chiropractic college which is accredited by or has status with the Council on Chiropractic 29 Education or its predecessor agency. However, any applicant who is a graduate of a 30 chiropractic college that was initially accredited by the Council on Chiropractic 31 Education in 1995, who graduated from such college within the 4 years immediately 32 preceding such accreditation, and who is otherwise qualified shall be eligible to take the 33 examination. No application for a license to practice chiropractic medicine shall be 34 denied solely because the applicant is a graduate of a chiropractic college that subscribes 35 to one philosophy of chiropractic medicine as distinguished from another. 36 37 (d)1.For an applicant who has matriculated in a chiropractic college prior to July 2, 1990, 38 completed at least 2 years of residence college work, consisting of a minimum of one-39 half the work acceptable for a bachelor's degree granted on the basis of a 4-year period of 40 study, in a college or university accredited by an accrediting agency recognized and 41 approved by the United States Department of Education. However, prior to being 42 certified by the board to sit for the examination, each applicant who has matriculated in a 43 chiropractic college after July 1, 1990, shall have been granted a bachelor's degree, based 44 upon 4 academic years of study, by a college or university accredited by a regional 45 accrediting agency which is a member of the Commission on Recognition of Postsecondary Accreditation. 46

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8 been granted a bachelor's degree from an institution holding accreditation for that degree 9 from a regional accrediting agency which is recognized by the United States Department 10 of Education. The applicant's chiropractic degree must consist of credits earned in the chiropractic program and may not include academic credit for courses from the 11 12 bachelor's degree. 13 14 (e)Successfully completed the National Board of Chiropractic Examiners certification 15 examination in parts I, II, III, and IV, and the physiotherapy examination of the National 16 Board of Chiropractic Examiners, with a score approved by the board. 17 18 (f)Submitted to the department a set of fingerprints on a form and under procedures 19 specified by the department, along with payment in an amount equal to the costs incurred 20 by the Department of Health for the criminal background check of the applicant. 21 The board may require an applicant who graduated from an institution accredited by the 22 Council on Chiropractic Education more than 10 years before the date of application to 23 the board to take the National Board of Chiropractic Examiners Special Purposes 24 Examination for Chiropractic, or its equivalent, as determined by the board. The board 25 shall establish by rule a passing score. 26 (2)For those applicants applying for the certification examination who have matriculated 27 prior to July 1, 1996, in a chiropractic college, the board shall waive the provisions of 28 paragraph (1)(c) if the applicant is a graduate of a chiropractic college which has been 29 denied accreditation or approval on the grounds that its curriculum does not include the 30 training in acupuncture necessary for the completion of the certification examination or is 31 a graduate of a chiropractic college where acupuncture is not taught or offered if the 32 college is accredited by or has status with the Council on Chiropractic Education or its 33 predecessor. 34 (3)An applicant for the licensure examination may elect not to take the certification 35 examination to use acupuncture. The department shall, in addition to the licensing exam, 36 offer an examination for certification to use acupuncture. An applicant may elect to take 37 the certification examination at the time of taking the licensure examination. Passage of 38 the certification examination shall not grant any applicant the right to practice 39 chiropractic medicine absent the passage of the licensing examination. 40 41 (4)The department shall submit written notification within 5 working days to applicants 42 who have successfully completed the requirements of paragraphs (1)(a)-(e) and who have 43 successfully passed the state licensure examination. An applicant who is notified in 44 writing by the department of the successful completion of requirements in paragraphs 45 (1)(a)-(e) and who has successfully passed the state licensure examination may lawfully practice pending receipt of the certificate of licensure, and the written notification shall 46 Board of Chiropractic Medicine – Rules Committee Meeting Page 8 of 11 August 15, 2013

2.Effective July 1, 2000, completed, prior to matriculation in a chiropractic college, at

least 3 years of residence college work, consisting of a minimum of 90 semester hours

Education. However, prior to being certified by the board to sit for the examination, each

applicant who has matriculated in a chiropractic college after July 1, 2000, shall have

leading to a bachelor's degree in a liberal arts college or university accredited by an

accrediting agency recognized and approved by the United States Department of

1	act as evidence of licensure entitling the chiropractic physician to practice for a maximum period of 45 days or until the licensing fee is received by the department
2 3	
	whichever is sooner.
4 5	(5)A student in a school or college of chiropractic accredited by the Council on
6	Chiropractic Education or its successor in the final year of the program may file an
7	application pursuant to subsection (1), take all examinations required for licensure,
8	submit a set of fingerprints, and pay all fees required for licensure. A chiropractic student
9	who successfully completes the licensure examinations and who otherwise meets all
10	requirements for licensure as a chiropractic physician during the student's final year must
11	have graduated before being certified for licensure pursuant to this section.
12	have graduated before being contined for neensare parsuant to this section.
13	History.—ss. 1, 7, ch. 79-211; ss. 2, 3, ch. 81-318; s. 21, ch. 83-329; ss. 5, 17, 18, ch. 86-
14	285; s. 6, ch. 88-205; s. 1, ch. 88-276; s. 29, ch. 89-162; s. 44, ch. 90-228; s. 1, ch. 91-
15	277; s. 4, ch. 91-429; s. 92, ch. 92-149; s. 1, ch. 94-173; s. 22, ch. 94-310; ss. 2, 3, ch. 96-
16	296; s. 1102, ch. 97-103; s. 138, ch. 97-237; s. 2, ch. 97-247; s. 14, ch. 97-273; s. 274, ch.
17	98-166; s. 106, ch. 99-397; s. 119, ch. 2000-153; s. 1, ch. 2007-240; s. 3, ch. 2012-171.
18	<i>y</i> 100, 5. 100, <b>ch</b> . <i>y y y</i> , 5. 11 <i>y</i> , <b>ch</b> . 2000 103, 5. 1, <b>ch</b> . 2007 210, 5. 3, <b>ch</b> . 2012 171.
19	• Board of Medicine Statutes and Rules – Relevant to Foreign
20	Trained Physicians
21	• Board of Physical Therapy Statutes and Rules – Relevant to
22	Foreign Trained Therapist
23	<del>-</del>
24	The board requested Dr. Shreeve to assist Ms. Loucks and Mr. Lambert in drafting
25	language similar to the Board of Medicine's statutes. Dr. Shreeve requested Ms. Loucks
26	to send the drafted language to him by email.
27	
28	• 460.4062, F.S. – Chiropractic medicine faculty certificate
29	
30	(1)The department may issue a chiropractic medicine faculty certificate without
31	examination to an individual who remits a nonrefundable application fee, not to exceed
32	\$100 as determined by rule of the board, and who demonstrates to the board that he or
33	she meets the following requirements:
34	(a)Is a graduate of an accredited school or college of chiropractic accredited by the
35	Council on Chiropractic Education.
36	(b)Holds a valid current license to practice chiropractic medicine in another jurisdiction
37	in the United States.
38	(a) Is at least 21 years of age and of good moral character
39 40	<ul><li>(c)Is at least 21 years of age and of good moral character.</li><li>(d)Has not committed any act or offense in any jurisdiction which would constitute the</li></ul>
40 41	basis for discipline under this chapter or chapter 456.
42	(e)1.Performs research or has been offered and has accepted a full-time or part-time
43	faculty appointment to teach in a program of chiropractic medicine at a publicly funded
44	state university or college or at a college of chiropractic located in the state and
45	accredited by the Council on Chiropractic Education; and
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1 There was no action by the board. 2 3 • Rule 64B2-17.0025, F.A.C. 4 5 Mr. Lambert addressed the board with recommendations to Rule 64B2-17.0025, F.A.C. 6 7 Discussion ensued. 8 Due to several members requesting time to review the drafted language, the board tabled 9 10 the action until tomorrow's meeting, Friday, August 16, 2013. 11 12 **ADJOURNMENT:** 13 14 The meeting was adjourned at 4:53 p.m.

Board of Chiropractic Medicine – Rules Committee Meeting August 15, 2013