

# MONTANA BOARD OF CHIROPRACTORS



**NEWSLETTER**  
DEPARTMENT OF LABOR & INDUSTRY  
301 SOUTH PARK 4TH FLOOR  
HELENA MONTANA 59620  
(406) 841-2390  
[www.chiropractor.mt.gov](http://www.chiropractor.mt.gov)



## DR. HANSING REAPPOINTED TO THE BOARD

Dr. Hansing, Board Vice President, was reappointed by the Governor in January 2011 for another three year term. Dr. Hansing has been a member of the Board since 2008 and has served in the capacity of Vice President since 2010.

Dr. Hansing was a 2001 Cum Laude graduate of Palmer College of Chiropractic in Davenport, Iowa. He

previously received a B.S. in Exercise Physiology from Boise State University. He currently serves on the Montana Chiropractic Association Board and Ethics Panel. He, along with his wife Jami, also a Chiropractor, own Intermountain Chiropractic PC in Helena, and have two children.

The Hansing's also operate a satellite office in Deer Lodge.



Dr. Scott Hansing

## PUBLIC BOARD MEMBERS: THEIR ROLE ON LICENSING BOARDS

As with most licensing Boards, state statutes require at least one public member to sit on a board. The Board of Chiropractors is no different and the relevant statute is as follows:

2-15-1737. Board of chiropractors. (1) There is a board of chiropractors.

(2) The board consists of four members appointed by the governor with the consent of the senate. Three members must be practicing chiropractors of integrity and ability who are residents of this state and who have practiced chiropractic continuously in this state for at least 1 year. No two members may be graduates of the same school or college of chiropractic. One member must be a representative of the public who is not engaged in the practice of chiropractic.

Alice Whiteman has filled this position on the Montana Board of Chiropractors since 2009.



Alice Whiteman

Ms. Whiteman holds a Master's Degree in Public Administration from Montana State University, where she was the recipient of the Outstanding Native American Graduate Achievement Award.

She also holds a Bachelor's degree in Business

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**DIRECT CONTACT OF BOARD MEMBERS:**

*The Board members are always willing to visit with licensees regarding general issues. However, Board members, as individuals, are not allowed to speak for the Board unless a Board decision has been reached between all Board members at a regularly scheduled Board meeting.*

*Therefore, anytime a licensee or a member of the public wishes to know the Board's decision regarding a particular issue, they need to write a letter to the Board and request a response from the Board at its earliest convenience. This usually means at its next scheduled meeting.*

**NEVER** contact a Board member regarding a complaint (new, pending or even being considered) or any issue that might, in the future be cause for disciplinary action against a licensee.

*The reason for this is that there are only four members on the Board and it may cause them to be recused from any discussion regarding that complaint or issue. This greatly jeopardizes the efficiency of the Board.*

Administration from the University of Montana and worked most recently as a Workforce Consultant with the Missoula Job Service.

Public members come from all walks of life and have at least one thing in common with the rest of the professional members of the Board - the protection of the safety, health and welfare of the public. Ms. Whiteman's involvement with the Board gives the rest of the members a view that sometimes may be overlooked in the deliberations of statutes and rules and policies and procedures that tend to focus on the practitioner rather than the potential unforeseen effect on the public utilizing a practitioner's services.

Their opinion provides valuable guidance for the Board as they meet the common goal of the protection of the public.

Ms. Whiteman is active in her community, especially working with various groups on activities that benefit Native American youth in Missoula and Bonner.

She and her children make their home in Bonner, MT.

**NEW DOC SEMINARS**

Just a reminder that "New Doc" seminars will be held at the Montana Chiropractic Association meeting in Helena, May 19-21, 2011 and the October 21, 2011 Board meeting.

These informative meetings are a valuable resource for the newly licensed Chiropractors and participants earn 12 continuing education hours, which satisfy the Board's CE requirement.

**NEW DATABASE COMING**

The Business Standards Division (under which the Board of Chiropractors operates) will be implementing a new database some time this year. This project has been in the works since early 2010 and should provide a rich online experience for our applicants and licensee's alike. Features that will be implemented over time include:

- Online applications with electronic payment (similar to on-line renewal) allows for quicker processing.
- Applicants (with password security) will have access to the status of their applications online.
- Documentation submitted electronically will be instantly updated to your file while paper documents will be scanned and entered manually.
- The final goal is to make those questions and submissions you would normally call or mail to the Board office electronic and paperless. Database transitions usually run into the usual "hiccups" so please be patient during the changeover especially during the renewal period. The Board staff is always available by e-mail or phone to provide assistance.

**IMPORTANT: The new database requires a current active e-mail address as an identifier in order to provide you with electronic services. Please update your e-mail address with the Board office at [dlibsdcchi@mt.gov](mailto:dlibsdcchi@mt.gov) as soon as possible so a valid address will transfer to the new database.**

## REMINDER RENEWAL PROCESS

The State of Montana currently requires use of E-pass when utilizing state services. E-pass is a username and password that is set up by the user which will allow access to many online services offered by State agencies. If you have used E-pass in the past, the username and password will be the same as before unless it is over six months old. If you are having problems utilizing E-pass, or have forgotten your username

and/or password, it is easier to set up a new account as the Board office has no way of retrieving usernames and passwords. E-pass will allow the user access to other services such as fishing and hunting licenses from Fish, Wildlife, and Parks; business registration with the Secretary of State's office; and many others.

Renewal reminder postcards will be sent out at the end of

June. The postcard will include your PIN that is needed to renew your license online.

You must renew your license by September 1, 2011 to avoid a late penalty fee.



## OBTAINING CE CREDIT FOR ATTENDING BOARD MEETINGS

The Board meets at least two times per year and calls additional meetings as the need arises. Board meetings are open to the public and you can obtain 2 continuing education credits for every board meeting attended. You can view meeting dates and times on the Board's website at [www.chiropractor.mt.gov](http://www.chiropractor.mt.gov).

## PROFESSIONAL ETHICS AND BOUNDARIES RESOURCES

As based in rule, the Board currently requires Ethics and Boundaries continuing education.

While the Montana Chiropractic Association offers these courses at their annual meeting (including 4 CE hours at the May 19-21, 2011 meeting), Board staff receive many inquiries by licensees on how to obtain on line ethics and boundaries courses.

In partnership with the Federation of Chiropractic Licensing Boards (FCLB), we have an updated list of resources for obtaining these courses.

You may find these at:

<http://www.fclb.org/Resources/Publications/tabid/437/Default.aspx>

Scroll to the bottom of the page to "ETHICS RESOURCES"

Of particular interest, select the link:

FCLB Regulatory Resources for Doctors of Chiropractic with Ethics Issues - Booklet Or:

[http://www.fclb.org/LinkClick.aspx?fileticket=DWWmTd\\_LX2A%3d&tabid=437](http://www.fclb.org/LinkClick.aspx?fileticket=DWWmTd_LX2A%3d&tabid=437)

Of course there are several on line portals to access Ethics and Boundaries CE from other resources but this one may not have been utilized by our licensees.

If you have problems accessing the links, e-mail the Board office at [dlibschi@mt.gov](mailto:dlibschi@mt.gov) and we will be happy to forward the information.

## EMAIL - THE QUICKEST WAY FOR BOARD COMMUNICATIONS

Most of our licensees have email addresses. However, in our database, they may be out of date or we just never got them from your application. Please help us update our email and phone contact database so we can get timely information, such as rule notices and meeting agendas, and other board business and renewal notices to you. At some point in the future even this newsletter may be delivered by email. Join our "Interested Parties List" by updating your email address at: [dlibschi@mt.gov](mailto:dlibschi@mt.gov).

Or you may update not only your email but your business or personal address by renewing online this year at: [www.licenser renewal.mt.gov](http://www.licenser renewal.mt.gov).

If you get voicemail trying to contact the Board office, try leaving your email with your message. Many times your questions can be responded to quickly and in detail by email.



## BOARD STATISTICS

7/1/10 - 4/2011

Applications Received	24	
New Licenses Issued	12	
Licenses Denied	0	
Chiropractic Intern Licenses	5	
<hr/>		
Inactive In-State	18	
Inactive Out-of State	95	
Inactive Out-of-Country	9	
<b>TOTAL INACTIVE LICENSEES</b>		<b>122</b>
Active In-State	357	
Active Out-of-State	34	
Active Out-of-Country	-0-	
Active Probation	1	
<b>TOTAL ACTIVE LICENSEES</b>		<b>392</b>

### Board Members:

**PRESIDENT**  
John Sando, DC  
Butte, MT  
Term: 01/01/2009-01/01/2012

**VICE PRESIDENT**  
Scott Hansing, DC  
Helena, MT  
Term: 01/01/2008-01/01/2014

**PROFESSIONAL MEMBER**  
Cathleen Fellows, DC  
Billings, MT  
Term: 01/01/2010-01/01/2013

**PUBLIC MEMBER**  
Alice Whiteman  
Missoula, MT  
Term: 01/01/2009-01/01/2012

## *LIST OF NEW LICENSEES January, 2010 to December, 2011*

DANIEL E. ANDERSON  
GINA RAYE BJORKMAN  
STEVEN PAUL BORDERS  
DIANE NELIS BURKE  
KATIE JO COSGRIFF  
JEFFREY E. FEENSTRA  
HUGO MICHAEL GIBSON  
BARTON L. GRANT  
KRISTIN ELIZABETH GROTE  
TRACI M HAMILTON  
SPENCER B. JONES

BRITTANY N. KUKES  
TORRIE MAUERMAN  
MARK T. NIMMO  
BEAU PATRICK PICARD  
JASON R. ROUNTREE  
JAMES CURTIS RYAN  
JOSHUA OLEN SHELTON  
ADAM LOREN SIX  
WILLIAM F. STEWART  
MARGE K. THOMAS  
SHAWN D. WANDERAAS

### BOARD STAFF:

Jennifer Billman  
Application Specialist  
(406) 841-2331

Dennis Clark  
Program Manager  
(406) 841-2390

Dustin Johnson  
Compliance Specialist  
(406) 841-2344

### **DON'T FORGET TO DISPLAY YOUR LICENSE**

*Administrative Rule 24.126.511 states in (2): All persons engaged in the practice of chiropractic must display their license in a conspicuous place for members of the public to view. Be sure you always have your current license displayed in your office.*



To use license as a Wall License, cut off excess paper and affix the above to wall for display.  
To use the license as a Pocket Card, cut to the size of a business card or drivers license (either single or double-wide to fold), laminate if desired.  
Remember to renew online if possible. Benefits of renewing online include:  
The ability to change an address (for most professions)  
The ability to print license(s) the same day as the renewal  
The ability to print multiple licenses including one for a pocket card if desired  
The ability to print in color (if you have a color printer)  
The ability to print additional licenses for no additional charge up to 45 days following the end of the renewal cycle  
To renew online: <https://app.mt.gov/renewal>

### **LICENSEE LIST DOWNLOAD SERVICE**

Lists of the Division's licensees are now available online at <https://app.mt.gov/download/>  
You can select the criteria for your list including license type, status, and can even break it down by location. The list downloads into an Excel format and you can pay for the list with a credit card. The list includes name, address, license type and license status. Lists are no longer available through the Board office.



***Board statutes, rules, applications, meeting dates, agendas and minutes can be found on the Internet. Please take a minute to explore the Board's website:***

***[www.chiropractor.mt.gov](http://www.chiropractor.mt.gov)***

**For information Regarding the Complaint Procedure and Process, contact Dustin Johnson, Compliance Specialist at (406) 841-2344.**

## **NEW ADMINISTRATIVE RULES ARE NOW IN EFFECT**

The following rule changes became effective March 25, 2011. Please update any electronic or paper files you may have or simply visit [www.chiropractor.mt.gov](http://www.chiropractor.mt.gov) and click on the "regulations" tab and select Administrative Rules.

**24.126.412 PREPAID TREATMENT PLANS** (1) Licensed chiropractors accepting prepayment for services planned, but not yet delivered must:

- (a) Establish an escrow account to hold all prepayment funds.
  - (i) Funds may be removed from the escrow account following the delivery of services, in such amounts equal to the chiropractor's usual and customary charges for like services, with any discounted percentage contained in a written contract.
  - (ii) Funds received in advance of the day services are delivered must be deposited into the escrow account in a timely manner.
- (b) Maintain a contract for prepayment of services.

**24.126.510 ENDORSEMENT** (1) In order to receive a license by endorsement, license applicants shall provide proof of equal licensure requirements from the state where the license applicant holds a current, active license. In instances where the applicant cannot demonstrate equal credentials, the applicant may obtain a license upon successful passage of the SPEC examination administered by the NBCE. All applications by endorsement are reviewed by the board on a case-by-case basis.

**24.126.701 INACTIVE STATUS AND CONVERSION TO ACTIVE STATUS** (1) A licensed chiropractor who wishes to retain a license but who will not be practicing chiropractic in Montana may obtain an inactive status license upon submission of an application. An individual licensed on inactive status may not practice chiropractic in Montana during the period in which the licensee remains on inactive status.

(2) An individual licensed on inactive status may convert the inactive status license to active status by submission of an appropriate application, payment of the renewal fee for the year in question, evidence that any and all chiropractor licenses in other jurisdictions are unrestricted with no pending discipline, and evidence of one of the following:

- (a) during each year of inactive status in this state, full-time (no less than 1500 hours per year) practice of chiropractic under a license in good standing in another state that requires completion of continuing education substantially equivalent to that required under these rules and fulfillment of those requirements; or
- (b) proof of completion of 12 hours of approved continuing education in the year preceding activation.

**24.126.904 MINIMUM REQUIREMENTS FOR BOARD-APPROVED PROGRAMS TO QUALIFY FOR CERTIFICATION AS AN IMPAIRMENT EVALUATOR** (1) In order to qualify for board approval, programs shall include a minimum of 36 hours of classroom course work consisting of 24 hours of education in impairment rating from a college certified by the Council on Chiropractic Education, and 12 hours in a course on impairment rating utilizing the current edition of the Guides to Evaluation of Permanent Impairment published by the American Medical Association.

# EVENTS CALENDAR

## *Montana Chiropractic Association*

Montana Chiropractic Association 2011 Annual Convention & Exposition

May 19-21, 2011 Best Western Helena Great Northern Hotel

**Featuring David Gray, DC, Susan McClelland, BS, FICC, and Randy Sibbitt, MD**

To register or for more information, contact the MCA at (406) 443-1160 or visit their website at [www.mtchiro.org](http://www.mtchiro.org)

### **"NEW DOC SEMINAR"**

New Doc Seminars are being offered in conjunction with the Board's regularly scheduled meeting on October 21, 2011. Always check the Board website at [www.chiropractor.mt.gov](http://www.chiropractor.mt.gov) for the most current meeting dates and times. **The seminar will also be offered at the 2011 MCA Convention in Helena May 19 - 21, 2011** contact MCAC (406) 443-1160 or [www.mtchiro.org](http://www.mtchiro.org)

### **UPCOMING BOARD MEETING DATES**

<u>DATE</u>	<u>EVENT</u>	<u>TIME</u>	<u>PLACE</u>
October 21, 2011	Screening Panel meeting (Closed Meeting)	TBA	TBA
October 21, 2011	Full Board Meeting	TBA	TBA
October 21, 2011	New Doc Seminar	TBA	TBA

Please contact the Board office for details. The agendas for each meeting will be posted on our website prior to the meeting at [www.chiropractor.mt.gov](http://www.chiropractor.mt.gov)

## Animal Chiropractic

The Board of Chiropractors, the Board of Veterinary Medicine and their respective Associations worked tirelessly before this legislative session to implement the new proposed legislation regarding Animal Chiropractic.



Unfortunately, given the climate of this legislature, it was agreed passage of this proposal would not have the legislative support to carry it through. Both Boards and the Associations want to make another concerted effort for the 2013 session.

If you support this legislation, it is not too early to make the Board and the Montana Chiropractic Association aware of your support

Please e-mail the Board office [dlibschi@mt.gov](mailto:dlibschi@mt.gov) for a copy of the draft.

### BOARD PROPOSES RULE AMENDMENTS

At its last meeting, the Board proposed several amendments, motions and a clarification regarding rules.

Clarification:

- 24.126.704 INTERNS AND PRECEPTORS (2) Prior to acting as an intern, a pregraduate student or postgraduate must apply to the board and in so doing, must provide the following:  
(a) a completed *application* on a form provided by the department;

The Board concurred that the intern applicant must answer the same application questions that are on the Chiropractor application and to update the intern application to include them.

The following are draft proposals. Final draft and public comment on the proposals will be announced at a later date.

- 24.126.2101 Renewals – Rule cleanup, renewal form not specifically mentioned in rule.

Add: (1) All chiropractors must renew their license with the board **by submitting a renewal form and fee**. The renewal date for a chiropractic license is set by ARM 24.101.413.

- 24.126.2103 Continuing Education: The Board proposed to require a minimum of ~~12~~**13** hours of continuing education annually, **one hour of which**

**must be Ethics and Boundaries and not more than two hours may be philosophy and/or practice management.**

- 24.126.2105 APPROVED CONTINUING EDUCATION (2) From the date of their original licensure in Montana until the end of the first renewal period **year**, new licensees can fulfill the continuing education requirement by attending one session of the “new doc seminar” in lieu of the ~~12~~**13**-hour continuing education requirement.

24.126.301 DEFINITIONS The Board discussed the proposal to amend 24.126.301 to include a definition of “**non-routine application.**”

Board Generated Complaints: The Board made a **motion** to adopt the policy that allows board staff to file a complaint on behalf of the Board to include:

- when a renewal applicant answers “yes” to the initiated/pending discipline / litigation question;
- when the Department receives information that a person has made a misrepresentation on a renewal form;
- when the Department receives information that a person has been disciplined in another state;
- when the Department receives information that a person has failed to comply with a term or condition of a final order;
- when the Department receives information that a

person has lost required certification;

- when the practitioner admits to having practiced while his/her license was expired;
- when the Department receives information that required continuing education was not obtained;
- when the Department receives information that a person has been convicted of a crime; and
- When the department receives information of false or misleading advertising.

### JOIN THE INTERESTED PARTIES LIST, THE EASY WAY TO KEEP UP WITH BOARD MEETINGS AND RULE NOTICES.

The Board of Chiropractors, along with other professional licensing boards, maintain what is called an “interested parties list”.

This list is used by Board staff to send you (by e-mail) the meeting agendas and rule notices directly to your inbox. These notices are also posted online when they become available but many find it convenient to be notified by e-mail rather than search for them online.

All you have to do is request in writing (e-mail) that you would like to be included in the list and we will add your e-mail contact address.



<<First Name>> <<Last Name>> <<Suffix>>,  
<<Title>>  
<<Address 1>>  
<<Address 2>>  
<<Address 3>>  
<<City>> <<State>> <<Zip>>  
<<Foreign Address>>  
<<Country>>

## ONLINE LICENSEE LOOKUP

Have you ever needed to look up information on an individual who is licensed in Montana? Visit the Department's Licensee Lookup System where you will find information about any professional including license type, license status, and any disciplinary action taken against the license. The site is found at:

[www.licenselookup.mt.gov](http://www.licenselookup.mt.gov).



This document printed at state expense. Information on the cost of publication may be obtained by contacting the department of labor & industry.

## COMPLAINT STATISTICS

### **Board of Chiropractors: Jan 1st, 2010 - Dec 31st, 2011**

- no licenses were disciplined; and
- 16 new complaints were received.

As of April 11, 2011:

- there were 11 open complaints;
- there were 4 open investigations; and
- three complaint received in 2009 were still open.

## REPORT NAME AND ADDRESS CHANGES TO THE BOARD OFFICE

It is very important that the Board office have your current mailing address so we can keep you informed of actions taken by the Board. License renewals, administrative rule amendments and other subjects affecting licensees are sent to the most current address on file. Please note, it is considered unprofessional conduct not to keep your address current with the board office.