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**Rules of  
Department of Economic  
Development**

**Division 70—State Board of Chiropractic Examiners  
Chapter 1—Organization and Description of Board**

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**Title 4—DEPARTMENT OF  
ECONOMIC DEVELOPMENT**

**Division 70—State Board of  
Chiropractic Examiners  
Chapter 1—Organization and  
Description of Board**

**4 CSR 70-1.010 Organization and Office  
Policies of Board**

*PURPOSE: This rule is a description of the board's operation and the methods and procedures where the public may obtain information or make submissions or requests.*

(1) Whenever used in this division, the word board means the State Board of Chiropractic Examiners.

(2) The State Board of Chiropractic Examiners is a unit of the Division of Professional Registration of the Department of Economic Development.

(3) The board was created by H.B. 151 of the 54th General Assembly in 1927.

(4) The board consists of five (5) licensed doctors of chiropractic and one (1) public member. The governor appoints the members of the board with the advice and consent of the senate from nominees submitted by the director of the Department of Economic Development. The term of the board members is five (5) years.

(5) The board is directed by statute to adopt rules for the application and enforcement of Chapter 331, RSMo.

(6) The board has superintending control over the practice of chiropractic within Missouri. Its primary duties consist of—

- (A) Examining and licensing applicants;
- (B) Approving chiropractic colleges;
- (C) Approving continuing education programs for annual license renewal;
- (D) Certifying chiropractic physicians to use acupuncture, acupressure and meridian therapy; and

(E) Censuring, placing on probation, suspending or revoking the chiropractic license of any licensee found guilty of violating the provisions of Chapter 331, RSMo.

(7) The board shall have at least two (2) regularly scheduled meetings each year and other meetings as determined by the board. The time and location for each meeting may be obtained by contacting the board's executive director, P.O. Box 672, Jefferson City, MO 65102-0672.

(8) Unless otherwise provided by statute or regulation, regular and special meetings of the board shall be governed by *Roberts' Rules of Order*.

(9) The public may obtain information from the board, or make submissions or requests to the board, by writing the board's executive director or calling the board's office at (314) 751-2104.

(10) Notice of examinations shall be given by the board's executive director at least thirty (30) days prior to the examinations.

(11) State Board of Chiropractic Examiners Office Hours. The office hours of the board are from 8:00 a.m. to 4:30 p.m., Monday through Friday. The office will be closed between 12:00 noon and 1:00 p.m. daily for lunch. The office will be closed on state holidays and on days of board examinations. Exceptions to this rule may occur in emergency situations.

(12) Name Change. When a licensee or an applicant for licensure changes his/her name in any way, the licensee or applicant shall send a certified copy of the official document granting the change to the board.

(13) Address Change. Licensee shall notify the office of the State Board of Chiropractic Examiners of any address change within thirty (30) days after the change. Licensee should include new phone number(s), if any, in the notice to the board.

(14) Records.

(A) All records regarding licensees including, but not limited to, educational transcripts, test scores, complaints and investigatory reports are considered closed records and shall not be released to the public except upon the written consent of the person whose records are involved.

(B) All information concerning the name, address and license status of a licensee shall be open to inspection by the public.

(C) All requests by a licensee must be in writing, signed and notarized. Requests made on behalf of a corporation or professional corporation must be signed by the chief executive officer of the corporation.

(D) Nothing in this rule shall prohibit the board from notifying a licensee that a complaint has been filed and requesting a response from the licensee when the board deems it beneficial to do so. Further, nothing in this rule should be construed to waive or limit the privilege between the board and its attorneys or the work product privilege.

*AUTHORITY: sections 331.100.2 and 536.023.3, RSMo 1986.\* Original rule filed Dec. 17, 1975, effective Dec. 27, 1975. Rescinded and readopted: Filed July 9, 1982, effective Nov. 11, 1982. Amended: Filed Sept. 12, 1983, effective Jan. 13, 1984. Amended: Filed July 5, 1988, effective Sept. 29, 1988. Amended: Filed April 18, 1989, effective July 13, 1989. Amended: Filed April 18, 1990, effective June 30, 1990. Amended: Filed Aug. 14, 1990, effective Dec. 31, 1990.*

*\*Original authority: 331.100.2, RSMo 1939, amended 1949, 1969, 1980, 1981.*

**4 CSR 70-1.020 Board Member Compensation**

(Rescinded November 13, 1986)

*AUTHORITY: section 331.100, RSMo Supp. 1981. Emergency rule filed Sept. 17, 1981, effective Sept. 28, 1981, expired Dec. 28, 1981. Original rule filed Sept. 17, 1981, effective Jan. 14, 1982. Rescinded: Filed Aug. 14, 1986, effective Nov. 13, 1986.*