

## **Colorado State Chiropractic Board License Renewal Requirements**

**Chiropractors with active licenses are required to renew their licenses every two years. Every chiropractor with an active license shall complete a minimum educational requirement of 15 hours of continuing education (CE) annually. The requirement of 15 CE hours annually runs from November 1st through October 31st of each year. Because the renewal period is every two years, at renewal time every chiropractor will attest to the 15 CE hours during **each** of the two years in the renewal period.**

**For every license renewal period, up to ten (10) CE hours may be obtained through distance learning programs. These may include, but are not limited to, internet education programs, CDs, DVDs, video and audio tapes. To obtain CE credit for distance learning, successful completion of a proficiency testing component is required.**

**Inactive licensees need not complete CE requirements. Upon reactivation of a chiropractic license, CE requirements must be met as outlined above.**

**A licensee is responsible for ensuring that CE courses comply with the requirements.**

**Any excess CE hours above the minimum educational requirement in any applicable compliance period may not be “carried over” in order to meet the minimum educational requirements in any succeeding compliance period. A licensee shall only count CE hours completed for the renewal period.**

**Each actively licensed Colorado chiropractor is required to maintain “Health Provider Level Cardiopulmonary Resuscitation” (CPR), as provided by the American Heart Association or substantially similar nationally or internationally recognized organization. All active licensees must maintain proof of current and valid CPR certification. The hours necessary to maintain this CPR certification may be used towards the CE hours required by this Rule.**

**If a licensee has been licensed for a period of twelve (12) months or less before the first license renewal period, the licensee is not required to submit CE for license renewal. If a licensee has been licensed for longer than twelve (12) months before the first license renewal period, the**

**Courses in the promotion of practice building or office management **do not** satisfy the requirements of the continuing education requirement. Courses in practices which are outside the chiropractic scope of practice do not satisfy the continuing education requirements. At least four of the 30 required hours per renewal period shall be in recordkeeping and documentation.**

**Licensees must maintain in their own files the following information: (1) the dates of the CE program; (2) the certificate of attendance, including the hours in attendance; (3) a synopsis of the course content; and (4) the identity of the course sponsor. These records must be kept for a period of four years.**

**The Board may conduct a random compliance audit of renewal applicants to verify CE course content and number of hours completed. Licensees must comply with the audit process requested by the Board. If a licensee does not comply, disciplinary action for failure to comply with § 12-33-117(f), C.R.S. may be considered by the Board.**