



Ohio Administrative Code Rule 4734-6-04 Preceptorships.

Effective: August 1, 2019

(A) In accordance with section 4734.27 of the Revised Code, the board may approve the limited practice of chiropractic in this state by a student intern of a board approved doctor of chiropractic degree program or institution that offers a preceptorship program.

(B) Definitions.

(1) Preceptorship program is a clinical program in which chiropractic interns participate under direct supervision of an Ohio licensed chiropractic physician. Only board approved doctor of chiropractic degree programs may conduct preceptorship programs in this state.

(2) Preceptor is an Ohio licensed chiropractic physician approved by the intern's doctor of chiropractic degree program and the board to provide direct supervision of the limited practice of chiropractic in this state by a student intern.

(3) Intern is an individual enrolled in a doctor of chiropractic degree program who has completed all requirements for the doctor of chiropractic degree except for the final clinical phase of the program and is approved by the board to practice chiropractic in Ohio in accordance with section 4734.27 of the Revised Code.

(4) Direct supervision of an intern means initial and ongoing direction, procedural guidance, observation, and evaluation by the approved preceptor who shall remain on the premises and shall supervise and monitor the intern's performance.

(C) Preceptor approval.

(1) The board may approve a chiropractic physician to be a preceptor if the chiropractic physician certifies to the board, on forms prescribed by the board, that he or she meets all of the following conditions:



- (a) The licensee has been continuously licensed and actively practicing in Ohio for five years preceding the date of application;
 - (b) The licensee has no pending disciplinary action;
 - (c) Within the seven years preceding the date of application there has been no disciplinary action in any jurisdiction against the licensee;
 - (d) The licensee is approved by the intern's doctor of chiropractic degree program;
 - (e) The licensee shows proof of current valid malpractice insurance during the time period of the preceptorship program.
- (2) The board may refuse to approve, or withdraw its approval of the preceptor at any time.
- (D) Intern approval.
- (1) Each intern shall apply for a special limited license and shall submit satisfactory evidence of his or her qualifications as prescribed by section 4734.27 of the Revised Code and this rule. A complete application, including a non-refundable application fee in the amount of seventy-five dollars made payable to the treasurer, state of Ohio, and all required credentials, facts and materials as the board requires must be filed with the board.
- (2) An application for a special limited license shall include the following:
- (a) An attestation from the academic dean that the applicant is in good academic standing with the doctor of chiropractic degree program and has completed all requirements for the doctor of chiropractic degree except for the clinical phase of the program;
 - (b) A passport type photograph taken within the preceding six months.
- (3) Applicants have an ongoing obligation to update and supplement all information provided to the



board in writing within ten days of any change.

(4) The board may refuse or deny an applicant for a limited license to participate in a preceptorship program in this state if the applicant does not meet the licensure requirements as outlined in section 4734.27 of the Revised Code or this rule, or if the applicant has committed any act which indicates that the applicant does not possess the character and fitness to practice chiropractic, including any act that would be grounds for disciplinary action as outlined in section 4734.31 of the Revised Code. The burden of proof is on the applicant to prove by clear and convincing evidence to the board that he or she meets the conditions for licensure.

(5) Any applicant that the board proposes to refuse or deny limited licensure shall be entitled to a hearing on the question of such proposed refusal or denial.

(6) The board may take disciplinary action against any intern upon proof, satisfactory to the board, that the intern has engaged in practice in this state outside the scope of the preceptorship program for which he or she has been approved, or upon other proof, satisfactory to the board, that the intern has engaged in conduct that is grounds for action under Chapter 4734. of the Revised Code.

(7) Any violation of Chapter 4734. of the Revised Code or agency 4734 of the Administrative Code by the intern constitutes grounds for the board to:

(a) Prohibit the intern from taking the examination for licensure; and

(b) Take appropriate disciplinary action against the supervising preceptor.

(E) Preceptorship standards and procedures.

(1) The preceptor shall exercise direct on-premises supervision of the intern at all times during which the intern is engaged in any facet of patient care in the preceptorship program.

(2) The preceptor shall identify the intern to the patients of the preceptorship practice in such a way that no patient will be misled as to the status of the intern.



(3) The intern shall display a name badge identifying the intern's status as an intern at all times when the intern is providing direct care to a patient.

(4) The preceptor must monitor and track the intern's activity and regularly evaluate the intern's performance.

(5) Interns may assist preceptors in the performance of those duties that are lawful and ethical under Chapter 4734. of the Revised Code and agency 4734 of the Administrative Code including but not limited to physical examinations, patient consultation, radiologic procedures, x-ray interpretation, specific chiropractic adjustment procedures and physical therapeutics.

(6) Interns are required to document all patient encounters in a logbook. Entries shall be made for all patient encounters, including observation. These entries should accurately reflect patient identification, involvement, and services rendered.

(a) Copies of logbook entries may be requested by the board at any time.

(b) Failure to provide logbook copies upon request by the board or falsification of logbooks may result in punitive measures.

(7) The preceptor shall maintain copies of all logbook records for one year following conclusion of the preceptorship program.

(8) The board may conduct random inspections of a preceptor site, including inspection of all pertinent documents to determine whether the program maintains the minimum standards required by the board.

(F) Preceptorship prohibitions. In addition to the prohibitions set forth in Chapter 4734. of the Revised Code and agency 4734 of the Administrative Code, an intern shall not:

(1) Diagnose the condition of a patient;

(2) Establish a plan of treatment or prognosis for a patient;



(3) Perform any service, except at the direction and supervision of an approved preceptor;

(4) Bill independently of the supervising preceptor for any service rendered; or

(5) Sign insurance forms or any other forms which require a licensed chiropractic physician's signature.

(G) Preceptorship termination. A preceptorship shall terminate upon the occurrence of the earliest applicable of the following:

(1) An intern participating in a preceptorship program completes the preceptorship;

(2) An intern is formally charged with a criminal offense, the circumstances of which substantially relate to the practice of chiropractic.

(3) An intern is found to have violated the statutes or administrative rules pertaining to the practice of chiropractic.

(4) An intern is formally named in a civil or malpractice action.

(H) Any change in preceptor must be pre-approved by the board in writing.