

**2500.2515 ELIGIBILITY AND RESPONSIBILITIES OF PRECEPTOR.**

Subpart 1. **Eligibility.** The preceptor must:

- A. be licensed by the board;
- B. have actively practiced chiropractic continuously for the preceding five years;
- C. have actively practiced chiropractic in Minnesota for at least the last three years;
- D. be in good standing with the board; and
- E. be in private practice only.

Subp. 2. **Doctor to extern ratio.** The doctor to extern ratio shall be one to one unless special authorization is granted by the board's executive director and at least one board member. Special authorization shall not exceed a doctor to extern ratio of one to two in any situation. An authorization for a doctor to extern ratio greater than one to one lasts only for the duration of that specified extern's preceptorship training program. Special authorization shall be given under the following circumstances:

A. when a preceptor is removed from the program while an extern is under the preceptor's supervision and the extern needs to be placed with another registered preceptor; or

B. when one extern has failed to pass the board licensing examination and that extern's preceptorship training program time overlaps into another extern's expected starting date.

Subp. 3. **Fees.** If preceptor application is approved, a \$100 fee shall be assessed. In addition, the preceptor shall be assessed a \$100 annual fee for participation in the preceptorship training program.

Subp. 4. **Application.** An applicant for preceptorship must complete and file with the board a preceptor application, a sworn affidavit, and a preceptor/extern agreement on forms prescribed by the board. The affidavit must:

- A. state that the applicant has been practicing continuously for the immediately preceding five years and in Minnesota for the immediately preceding three years;
- B. state that the applicant has never been disciplined by the board or any state board and is not currently the subject of any professional disciplinary action in any state;
- C. include the applicant's Minnesota license number and year of issuance; and
- D. include the name, current mailing address, birth date, and physical description of the extern.

Subp. 5. **Continuing requirements.** A preceptor whose application has been approved must follow the requirements of items A to E.

A. The preceptor shall notify the board of any malpractice or disciplinary action that occurs subsequent to board approval of participation in the preceptorship training program.

B. The preceptor shall act as a teacher to the graduate within the practice environment.

C. The preceptor must be within the environment in which an extern is working at all times. Failure to maintain this requirement shall result in immediate dissolution of the preceptorship agreement. In the event of a vacation or illness of the preceptor, the extern may only continue with the extern's duties under the guidance of a licensed doctor of chiropractic who has been approved to serve as a preceptor.

D. The preceptor must direct the extern only in treatment care that is within the educational background and experience of the preceptor.

E. The preceptor must provide all patients with the following standard policy statement that informs them of the possibility of an extern performing various services:

Patient care, examinations, and treatment are administered by Dr. (the name of the board-approved chiropractic extern).

Dr. .... is a graduate of an accredited chiropractic college but has not yet completed requirements for Minnesota licensure. Please notify office staff if you have any questions or concerns regarding this Office Policy Statement. If you are in agreement with this statement, please sign your name and date on the space provide below.

Patient Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Statutory Authority:** *MS s 148.08*

**History:** *15 SR 2138; 25 SR 779*

**Published Electronically:** *August 24, 2011*