



State of Arizona Board of Chiropractic Examiners

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Preceptorship Training Program

This program has a two-part application. The first part of the application is to be completed by the student who will be the extern. The second part is to be completed by the Arizona licensed doctor who will be the preceptor.

The Board will mail the application directly to the doctor, after the extern's application is received in the Board's office. This will ensure that the doctor gets a copy of the rules and laws regarding the training program. The Arizona doctor must fill out an application each time there is a preceptor training in the office.

Before the Board of Chiropractic Examiners can review an application, all the information must be in the Board's office **30 days before the Board meeting**. Once all the information is compiled, the application the Board will review the application at their next regularly scheduled monthly meeting. The extern and the preceptor will be notified separately of the Board's decision.

You may NOT begin the program until you have the Boards approval! Acting as an extern or preceptor without Board approval is considered practicing without a license or allowing an unlicensed person to practice, and may result in denial of your chiropractic license, or disciplinary sanction.

The following must be on file at the Board office, prior to Board review:

- Extern Application
- Preceptor Application
- Extern's NBCE scores on official transcript for Part I and Part II, sent from NBCE
- Extern's College transcript, verified and sent directly from college
- \$75.00 application fee; by personal checks and/or money orders accepted. (no cash or credit cards)
- Proof of extern enrollment in an undergraduate or postgraduate Preceptor Program offered by an accredited chiropractic college.
- Letter of recommendation from the *Dean of Academic Affairs*, and one from the *Director of Clinics*, on their letterhead, send directly from them to us.
- Proof of preceptor participation as a preceptor at the Chiropractic College in which the extern is enrolled.

A copy of the rules governing the preceptorship program in Arizona is enclosed. You are responsible for acting within those rules. *The Board does site inspections for compliance of the rules, pertaining to the preceptor program.*

For additional information visit our website at, www.azchiroboard.us