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REVISED STATEMENT OF POLICY REGARDING CONTINUING EDUCATION AUDITS
OCTOBER 12, 2021

Every renewal cycle, the Board's staff shall audit a percentage of the licensees for compliance with NRS 633.471(3). The goal for each licensee to be audited at least once every five (5) years, although the continuing education audit is random. It is possible, but not ensured, that those audited with successful audit results (no fines or disciplinary actions) in a current year, will not be audited the following year. This is a goal and not a guarantee. Due to the randomness of the audit, some licensees may be subject to the audit multiple times within a five-year time frame. When a licensee is selected for an audit, the Board's staff shall notify the licensee – along with the renewal letter--by mail addressed to the licensee's last known mailing address. The audit letter shall detail the audit requirements, along with detailed instructions about the evidence of continuing education for the prescribed period –the calendar year preceding the upcoming renewal year. After receipt of the evidence, the Board's staff shall review the information submitted to determine whether it complies with NRS 633.471 and NAC 633.250. If the Board's staff determines that the evidence demonstrates compliance with 633.471 and NAC 633.250, the licensee will be notified, either by mail or email, that the licensee had successfully completed the audit and the renewal application, if otherwise compliant, will be approved.

If the Board's staff determines that a licensee has not proven that he or she has met the requirements of any of the provisions of 633.471 and NAC 633.250 and does not qualify for the waiver exception under NRS 633.481(2), the Board's staff will **notify the licensee of the deficiency.**

By the 10th of January of each year, each audited licensee who has not complied with the CME

requirements for his or her license will be sent a notice by certified mail from the Board giving them 15 days within which to provide the requisite evidence of compliance under penalty that his or her license would not be renewed pursuant to NRS 633.481 and such a non-renewal would place the licensee in the status **“Expired: Non-Payment”** pursuant to **NAC 633.257(1)** and will notify the DEA per **NRS 633.481(1)**. **This action shall be publicly reported as “Expired: Non-Payment.”** Thereafter, the licensee could not lawfully serve patients until the license was validly renewed, which would involve a payment of all past-due renewal fees and a late-renewal fees, submittal of evidence of continuing education of at least the required number of continuing education units for the immediately preceding year and for each year succeeding the date of expiration (if the application is more than a year later), and a statement under oath that the licensee has not withheld information which, if disclosed, would constitute grounds for disciplinary action.

If a licensee is found to have practiced osteopathic medicine or as a physician assistant when his or her license is in “Expired: Non-Payment” status, then the Board will initiate disciplinary action pursuant to NRS 622.511(1)(g).

CME Audit Policy Approved by the Board on October 12, 2021