Byron Mallott Lieutenant Governor State Capitol Juneau, Alaska 99811 907.465.3520 465.5400 Fax WWW.LTGOV.ALASKA.GOV



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OFFICE OF THE LIEUTENANT GOVERNOR ALASKA

MEMORANDUM

TO:	Jun Maiquis Department of Commerce, Community and Economic Development
FROM:	Scott Meriwether, Office of the Lieutenant Governor
DATE:	December 18, 2015
RE:	Filed Permanent Regulations: Board of Massage Therapists
	Regulations re: licensure, ethics, and definitions (12 AAC 79.100 - 12 AAC 79.130; 12 AAC 79.900 - 12 AAC 79.990)

Attorney General File:	JU2015200446 (Part 1)
Regulation Filed:	December 18, 2015
Effective Date:	January 17, 2016
Print:	217, April 2016

cc with enclosures:

Linda Miller, Department of Law Jesse Logan, Administrative Regulation Review Committee Judy Herndon, LexisNexis

ORDER CERTIFYING THE CHANGES TO REGULATIONS OF THE BOARD OF MASSAGE THERAPISTS

The attached eleven pages of regulations, dealing with licensing and practice of massage therapists, including initial license application, transitional license, criminal justice information, license renewal, continuing education requirements, audit and documentation, code of ethics and standards of practice, and definitions, are hereby certified to be a correct copy of the regulation changes that the Board of Massage Therapists adopted at its July 22-23, 2015 meeting, under the authority of AS 08.01.010, AS 08.01.065, AS 08.01.100, and AS 08.61 and after compliance with the Administrative Procedure Act (AS 44.62), specifically including notice under AS 44.62.190 and 44.62.200 and opportunity for public comment under AS 44.62.210.

This action is not expected to require an increased appropriation.

On the record, in considering public comments, the Board of Massage Therapists paid special attention to the cost to private persons of the regulatory action being taken.

The regulation changes described in this order take effect on the 30th day after they have been filed by the lieutenant governor, as provided in AS 44.62.180.

DATE:

Anchorage Alaska

Amanda Unser, LMT, Chair Board of Massage Therapists

FILING CERTIFICATION

I, Byron Mallott, Lieutenant Governor for the State of Alaska, certify that on ______, 2015 at ______, I filed the attached

regulations according to the provisions of AS 44.62.040 - 44.62.120.

Byron Mallott, Lieutenant Governor

Effective: January 17, 2016 Register: 217, April 2016.

Register <u>217</u>, <u>April</u> 2015 PROFESSIONAL REGULATIONS

12 AAC is amended by adding a new chapter to read:

Chapter 79. Massage Therapists.

Article

- 1. Licensing (12 AAC 79.100 12 AAC 79.130)
- 2. License Renewal and Continuing Education (12 AAC 79.200 12 AAC 79.220)
- 3. General Provisions (12 AAC 79.900 12 AAC 79.990)

Article 1. Licensing.

Section

- 100. Application for licensure by examination
- 110. Application for licensure by credentials
- 120. Application for transitional license
- 130. Criminal justice information

bold the

MUS

Under

12 AAC 79.100. Application for licensure by examination. (a) The board will issue a license by examination to practice massage therapy to an applicant who meets the requirements

of AS 08.61.030 and this section.

(b) An applicant for licensure by examination under this section shall submit

(1) a completed application, on a form provided by the department; the

completed application must include

- (A) the personal identification information requested on the form;
- (B) information related to the grounds of disciplinary sanctions as in

AS 08.61.060;

Register 217, April 201 PROFESSIONAL REGULATIONS

- (C) the applicant's fingerprint information described in 12 AAC 79.130;
- (D) the application fee, fingerprint processing fee, and the license fee

specified in 12 AAC 02.396;

(C: verification must consist of)

(2) verification of massage therapy education as follows:

(A) an official school transcript evidencing completion of a course of

study of at least 500 hours of in-class supervised instruction and clinical work from a

massage therapy school or program that FI(A) the Massage From (i) has authorization to operate under the Alaska Commission on and Bodywork Under AS 14.48 Licensing Examination from agency of administered by the Postsecondary Education or a similar antity from another state; or Federation of State Massage Therapy Boards; (ii) is accredited by a nationally recognized accrediting agency; or Or 9(B) the National (B) satisfactory evidence of completion of a board approved Certification Examination for Therapeutic apprenticeship program; Massage or the National (3) verification of having passed the Board Certification Examination for 2, each) Therapeutic Massage and Bodywork/administered and governed by the Federation of State Massage Therapy Boards; prior to February 1, 2015, the Board will accept verification from 2-Co if the applicant took the examination before National Certification Board for Therapeutic Massage and Bodywork & Federation of State Massage Therapy Boards; on or affor February 1, 2015, the Board will accept verification from the Federation of State Massage Therapy Boards only; -(4) verification of satisfactory completion of at least 500 hours of in class Q -supervised instruction and clinical work from an approved massage school, or verification of -satisfactory-completion of a board-approved apprenticeship program; From a current certification in cardiopulmonary resuscitation through the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent

Register 217, April 2015 PROFESSIONAL REGULATIONS

organization; and

(6) verification of having completed at least four hours of safety education in bloodborne pathogens and universal and standard precautions within two years preceding the application. (Eff. 1/17/2016, Register 217) Authority: AS 08.61.020 AS 08.61.030 AS 08.61.090

12 AAC 79.110. Application for licensure by credentials. (a) The board will issue a license by credentials to practice massage therapy to an applicant who meets the requirements of AS 08.61.040 and this section.

(b) An applicant for licensure by credentials under this section shall submit

(1) a completed application, on a form provided by the department; the

completed application must include

(A) the personal identification information requested on the form;

(B) information related to the grounds of disciplinary sanctions

AS 08.61.060;

- (C) the applicant's fingerprint information described in 12 AAC 79.130;
- (D) the application fee, fingerprint processing fee, and the license fee

specified in 12 AAC 02.396;

(2) verification that the applicant

(A) holds a current license to practice massage therapy in another state,

jurisdiction, or country where licensing requirements are substantially equal to or greater than the requirements of this state; or

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(B) certified by the American Massage Therapy Association of the

Register <u>217</u>, <u>April</u> 2011 PROFESSIONAL REGULATIONS

National Certification Board for Therapeutic Massage and Bodywork or other boardapproved credentialing entity; and

(3) current certification in cardiopulmonary resuscitation through the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent

organization. (Eff. 1/17/2016, Register 217)

 Authority:
 AS 08.61.020
 AS 08.61.040
 AS 08.61.090

AS 08.61.030

12 AAC 79.120. Application for transitional license. (a) The board will issue a

license under this section to an applicant who applies for licensure before July 1, 2017, and who

meets the requirements of AS 08.61.030(1), (2), (4) - (6), and (9) and this section.

- (b) An applicant for licensure under this section that submit
 - (1) a completed application, on a form provided by the department; the

completed application must include

- (A) the personal identification information requested on the form;
- (B) information related to the grounds of disciplinary sanctions as in

AS 08.61.060;

(C) the applicant's fingerprint information described in 12 AAC 79.130;

under

(D) the application fee, fingerprint processing fee, and the license fee

specified in 12 AAC 02.396;

(2) a current certification in cardiopulmonary resuscitation through the American

Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization; and

Register <u>217, April</u> 2015 PROFESSIONAL REGULATIONS

(3) verification that the applicant owned, operated, or worked for a massage therapy business and performed the practice of massage therapy before July 1, 2015, by submitting

(A) a copy of the applicant's signed federal tax income tax returns for one of the five years immediately preceding July 1, 2015, listing the person's occupation as massage therapist in this state;

(B) copies of the applicant's signed schedule C federal income tax returns for one of the five years immediately preceding July 1, 2015, demonstrating that the person has reported income from the practice of massage therapy in this state;

(C) a sworn statement from the applicant's employer in this state attesting that the applicant has practiced massage therapy within the five years immediately preceding July 1, 2015, a copy of the business license of the applicant's employer, and a copy of the applicant's Form W-2 or Form 1099-MISC from the same employer;

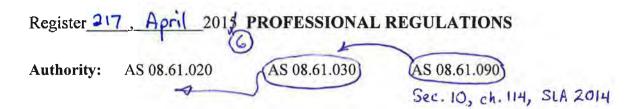
(D) a copy of the municipal occupational license that was current on the day before July 1, 2015, from a municipality in this state, stating the applicant's occupation as a massage therapist;

(E) documentation that the person has, for at least one year immediately preceding July 1, 2015, been an active member, as a massage therapist, in a national professional massage therapy association that was established before January 1, 2000, offers professional liability insurance as a benefit of membership, and has an established code of professional ethics; or

(F) other documentation satisfactory to the board. (Eff. <u>1/17/2016</u>, Register <u>217</u>)

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File#JU2015200446 (Adopted 7/23/15)



12 AAC 79.130. Criminal justice information. (a) An applicant for licensure under
12 AAC 79.100, 12 AAC 79.110, or 12 AAC 79.120 shall submit with the application the
applicant's fingerprints and other information required by the Department of Public Safety to
obtain state and national criminal justice information under AS 12.62 and AS 12.64.
(b) The board shall submit the fingerprints received under this section to the Department

of Public Safety and request the Department of Public Safety to

(1) submit the fingerprints to the Federal Bureau of Investigation for a report on national criminal justice information;

(2) perform a check for state criminal justice information; and

(3) report to the board the results of the criminal justice information checks

does

Stithdrawn.

under (1) and (2) of this subsection.

(c) The request under (b) of this section for a criminal justice information report shall not delay consideration of the applicant's license application. If criminal justice information that raises questions about an applicant's qualifications for licensure is received after a license has been issued to the applicant, the department and the board will take action under AS 08.61 and AS 44.62 as appropriate. (Eff. 1/17/20/6, Register 217)

Authority: AS 08.61.020 AS 08.61.030 AS 08.61.040

Article 2. License Renewal and Continuing Education.

Section-

200. License renewal.

Ele#IU2015200446 (Adopted 7/23/15)

210. Continuing education requirements

220. Audit and documentation

12 AAC 79.200. License renewal. (a) A massage therapy license must be renewed biennially on or before September 30 of odd-numbered years. A renewal reminder document will be mailed to each currently licensed massage therapist at least 30 days before the renewal date. Failure to receive a renewal notice does not relieve a licensee from the responsibility of renewing a license on time.

(b) An applicant for renewal of a massage therapy license must meet the requirements of AS 08.61.050 and this section. A massage therapist applying for license renewal shall submit

(1) a completed renewal application on a form provided by the department;

(2) the applicant's fingerprint information described in 12 AAC 79.130;

(3) the fingerprint processing fee and the license renewal fee specified in

12 AAC 02.396;

(4) a current certification in cardiopulmonary resuscitation through the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization; and

(5) the continuing education requirements in 12 AAC 79.210. (Eff.

Authority;

AS 08.61.050

12 AAC 79.210. Continuing education requirements. (a) An applicant for renewal of a massage therapy license.

7

-File#JU2015200446 (Adopted 7/23/15)

Register

AS 08.61.020

Register 217, April 2013 PROFESSIONAL REGULATIONS

(1) for a biennial-licensing period that begins on or after July 1, 2015, mustdocument at least six continuing education credits, all of which may be met through online education;

(2) for a biennial licensing period that begins on or after July 1, 2017, must document at least 16 continuing education credits, all of which may be met through online education.

(b) An applicant for renewal under (a)(2) of this section may receive two hours of continuing education credit for completion of hands-on cardiopulmonary resuscitation through the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization.

(c) An applicant for renewal under (a)(2) of this section may receive four hours of continuing education credit for completion of a blood borne pathogens course once every six years.

(d) All continuing education must be completed by a

(1) board-approved massage therapy or bodywork therapy school or training program;

(2) state institution of higher education as approved by the board;

(3) local, state, or national professional organization that serves the massage therapy profession including but not limited to:

(A) Associated Bodywork and Massage Professionals;

(B) The American Massage Therapy Association;

(C) The Federation of State Massage Therapy Boards;

(D) The National Certification Board for Therapcutic Massage and-

Register 217, April 2015 PROFESSIONAL REGULATIONS

Bodywork.

(e) For the purposes of this section,

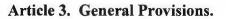
(1) one "contact hour" equals a minimum of 50 minutes of classroom instruction

between instructor and participant;

- (2) one academic semester credit equals 15 contact hours; and
- (3) one academic quarter credit equals 10 contact hours.

(f) An applicant for renewal is responsible for maintaining adequate and detailed records of all continuing education hours claimed and shall make the records available to the board upon request under 12 AAC 79.220. Records must be retained for four years from the date the contact hours were obtained. (Eff. __/__/ ____, Register ____) Authority: AS 08.61.020 AS 08.61.030 AS 08.61.050 Attudrawan 12/15/2015 AC

12 AAC 79.220. Audit and documentation. A licensee must comply with all applicable requirements of 12 AAC 02.960 and 12 AAC 02.965. If selected for an audit of continued competency activities, the licensee must cooperate with the department and must submit all requested verifications of continued competency activities claimed by the licensee. (Eff. / _ / _ _ , Register ____)
Authority: AS 08.61.020 AS 08.61.050



Section

900. Code of ethics and standards of practice

910. "Moral turpitude" defined

9



990. Definitions

12 AAC 79.900. Code of ethics and standards of practice. The Alaska Board of

Massage Therapists Code of Ethics and Standards of Practice, dated June 2015, is adopted by reference as the code of ethics for massage therapists in the state. In order to maintain a high standard of integrity in the profession and to safeguard the health and welfare of the public, massage therapists licensed in this state must adhere to the code of ethics. (Eff. 1/17/2006, Register 217)

Authority: AS 08.61.020

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Editor's note: A copy of the *Alaska Board of Massage Therapists Code of Ethics and Standards of Practice*, adopted by reference in 12 AAC 79.900, may be obtained from the Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing, Board of Massage Therapists, State Office Building, 9th Floor, 333 Willoughby Avenue, Juneau, Alaska 99801; phone (907) 465-3811; website at http://commerce.state.ak.us/dnn/cbpl/ProfessionalLicensing/BoardofMassageTherapists.aspx.

12 AAC 79.910. "Moral turpitude" defined. In AS 08.61.030, a crime involving

Under

moral turpitude includes

- (1) homicide;
- (2) manslaughter;
- (3) assault;
- (4) stalking;
- (5) kidnapping;

File#JU2015200446 (Adopted 7/23/15)

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(6) sexual assault;

(7) sexual abuse of a minor;

(8) unlawful exploitation of a minor, including possession or distribution of child

pornography;

(9) indecent exposure;

(10) unlawful distribution or possession for distribution of a controlled substance;

(11) prostitution;

(12) sex trafficking. (Eff. 1/17/2016, Register 217)

Authority: AS 08.61.020 AS 08.61.030

12 AAC 79.990 Definitions. In this chapter, unless the context requires otherwise,

(1) "board" means the Board of Massage Therapists;

(2) "criminal Mistory record information" has the meaning given in-

AS 12.62.900;

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"department" means the Department of Commerce, Community, and

Economic Development;

(3) "licensee" means a massage therapist licensed under AS 08.61. (Eff.

1/17/2016, Register 217)

Authority: AS 08.61.020

(a) In AS 08.61 and this chapter,

(1) "criminal justice information" has the meaning given in AS 12.62.900; (2) "universal precautions" means the infectious control precautions that are recommended by the United States Department of Health and Human Services, Centers for Disease Control and Prevention, to be used to prevent the transmission of bloodborne germs such as human immunodeficiency virus and hepatitis B virus.

MEMORANDUM

To: The Honorable Byron Mallott Lieutenant Governor

Steven C. Weaver

From: Steven C. Weaver Sr. Assistant Attorney General and Assistant Regulations Attorney Legislation and Regulations Section

State of Alaska Department of Law

Date: December 15, 2015

File No.: JU2015200446 (Part 1)

Tel. No.: 465-3600

Re: Regulations re: licensure, ethics, and definitions (12 AAC 79.100 - 12 AAC 79.130; 12 AAC 79.900 - 12 AAC 79.990)

We have reviewed the attached regulations from the Board of Massage Therapists against the statutory standards of the Administrative Procedure Act. I have reviewed this project under a specific delegation dated December 14, 2015 from the Regulations Attorney. Implementing, interpreting, and making specific AS 08.61, enacted under sec. 4, ch. 114, SLA 2014, and related temporary law transition provisions under sec. 10, ch. 114, SLA 2014, the regulations establish procedures and requirements for licensure of massage therapists, adopt by reference a code of ethics, and adopt related definitions.

We have received confirmation from agency staff to defer our review of 12 AAC 79.200 - 12 AAC 79.220 (license renewal and continuing education) to a Part 2 of this project, pending additional board work on those provisions. We find no legal problems with Part 1 of the regulations. This memorandum constitutes the written statement of approval under AS 44.62.060(b) and (c) that authorizes your office to file the attached regulations.

The June 17, 2015 public notice and the September 4, 2015 certification of adoption order both state that this action is not expected to require an increased appropriation. Therefore, a fiscal note under AS 44.62.195 is not required.

We have made some technical corrections to conform the regulations in accordance with AS 44.62.125. The corrections are shown on the attached copy of the regulations.

SCW

cc w/enc: (via email)

Sara Chambers, Director Division of Corporations, Business, and Professional Licensing Department of Commerce, Community, and Economic Development

MEMORANDUM

To: Amanda Unser, LMT, Chair Board of Massage Therapists (via email through Jun Maiquis)

From: Steven C. Weaver Sr. Assistant Attorney General and Assistant Regulations Attorney Legislation and Regulations Section

State of Alaska Department of Law

Date: December 15, 2015

File No.: JU2015200446 (Part 1)

Tel. No.: 465-3600

Re: Regulations re: licensure, ethics, and definitions (12 AAC 79.100 - 12 AAC 79.130; 12 AAC 79.900 - 12 AAC 79.990)

Under AS 44.62.060, we have reviewed the attached changes by the Board of Massage Therapists and approve the changes for filing by the lieutenant governor. I have reviewed this project under a specific delegation dated December 14, 2015 from the Regulations Attorney.

We have received confirmation from agency staff to defer our review of 12 AAC 79.200 - 12 AAC 79.220 (license renewal and continuing education) to a Part 2 of this project, pending additional board work on those provisions. You might wish to contact the lieutenant governor's office to confirm the filing date and effective date of the attached regulations changes.

The June 17, 2015 public notice and the September 4, 2015 certification of adoption order both state that this action is not expected to require an increased appropriation. Therefore, a fiscal note under AS 44.62.195 is not required.

Amanda Unser, LMT, Chair Board of Massage Therapists Our file: JU2015200446 (Part 1)

We have made some technical corrections to the regulations in accordance with AS 44.62.125, as shown on the attached copy.

SCW

cc w/enc: (via email)

Micaela Fowler, Regulations Contact Department of Commerce, Community, and Economic Development

Sara Chambers, Director Division of Corporations, Business, and Professional Licensing Department of Commerce, Community, and Economic Development

Jun Maiquis, Regulations Specialist Division of Corporations, Business, and Professional Licensing Department of Commerce, Community, and Economic Development

Karen Hudson, Licensing Supervisor Division of Corporations, Business, and Professional Licensing Department of Commerce, Community, and Economic Development

Todd J. Araujo, Assistant Attorney General Commercial and Fair Business Section

MEMORANDUM

то: Hon. Byron Mallott Lieutenant Governor



FROM: Susan R. Pollard Scholland Chief Assist Chief Assistant Attorney General & Regulations Attorney Legislation/Regulations Section-Juneau

State of Alaska Department of Law

DATE: December 14, 2015

FILE NO.: JU2015200446 (Part 1)

TELEPHONE NO.: 465-3600

SUBJECT: Specific delegation of authority regarding regulations review on Board of Massage Therapists regulations (12 AAC 79.100 -12 AAC 79.130; 12 AAC 79.900 - 12 AAC 79.990)

By this memorandum, I am delegating my authority as Regulations Attorney under AS 44.62 to Assistant Attorney General Steven C. Weaver for the above-referenced regulations project. Under this delegation of authority, Steven Weaver has my full authority under AS 44.62 to conduct the legal review under AS 44.62 and take necessary actions on this regulations project.

If you have questions, please let me know.

SRP:SCW

cc w/enc:

Scott C. Meriwether, AAC Coordinator Office of the Lieutenant Governor

Steven C. Weaver Sr. Assistant Attorney General Legislation/Regulations Section-Juneau STATE OF ALASKA

) ss.

FIRST JUDICIAL DISTRICT

AFFIDAVIT OF BOARD ACTION

I, Karen Hudson, Licensing Supervisor for the Board of Massage Therapists, being duly sworn, state the following:

The attached motion dealing with licensing and practice of massage therapists, including initial license application, transitional license, criminal justice information, license renewal, continuing education requirements, audit and documentation, code of ethics and standards of practice, and definitions was passed by the Board of Massage Therapists during its July 22-23, 2015 meeting.

Date: $\frac{9/14/15}{\text{Juneau, Alaska}}$

Karen Hudson, Licensing Supervisor

SUBSCRIBED AND SWORN TO before me this 14th day of September, 2015.



Notary Public in and for the State of Alaska My commission expires: with office

STATE OF ALASKA DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING BOARD OF MASSAGE THERAPISTS

MINUTES OF MEETING July 22-23, 2015

The staff of the Division of Corporations, Business & Professional Licensing repared these draft minutes. They have not been reviewed or approved by the Board.

By the authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled teleconference meeting of the Board Massage Therapists was held on June 15, 2015, at the State Office Building, 333 Willoughby, 9th floor, Conference Room B, Juneau, Al**as**ka.

WEDNESDAY, JJLY 22, 2015

AGENDA ITEM - CALL TO OLDER AND ROLL CALL

The meeting was called to order at 8:35 a.m. by Chairperson Actional Unser.

Those present, constituting a quorum of the

Amanda Unser, Licensed Massage Therapist Traci Gilmour, Licensed Massage Therapist Ron Gibbs, Licensed Massage Therapist David Edwards-Smith

Board member Shirley Nelson was unable to attend the meeting.

In attendance from the Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, were:

Janey Hovenden, Division Director Sata Chambers, Division Operations Manager Todd Araujo, Assistant Attorney General Jun Maiquis, Regulations Specialist Karen Hudson, Licensing Supervisor Susan Johnson, Licensing Examiner

In attendance as members of the public:

Elizabeth Pearch, Public Denali Daniels, Public Volker Hruby, Alaska Chapter AMTA Kim Royce, Public Amanda Williams, Public Dan Russell, Public Tara Lea, Public Cheryl Maney, Public M. Rose McCarson Sally Hutchings, Federation of State Massage Therapy Boards Brock Ingmire, Federation of State Massage Therapy Boards Jean Robinson, American Board of Massage Practitioners

Tim Chinn, Telephonic

YES	NO	ABSTAIN
Amanda Unser		
Traci Gilmour		
David Edwards-Smith		
		Ron Gibbs
		-

The Board recessed for lunch at 11:42 a.m. The Board went back on record at 1:00 p.m.

AGENDA ITEM - ORAL HEARING / PUBLIC TESTIMONY

Chairperson Unser asked the Board to introduce themselves to the members of the public that were in attendance. She explained the process of public testimony and that all comments would be considered by the Board.

Elizabeth Pearch thanked the Board and Staff for the source. She betwees that the lice of movement is positive and she is excited about the possibilities.

Kim Royce thanked the Board for establishing and creating standards for the program. Mer oership in ABMP does not make a person a massage therapist. She asked what the state will do to document and keep track of CEU's. Ms. Royce believes that the personal fitness questions should be more detailed and referenced Washington's application. She recommended that volunteers be used to assist the Board.

Volker Hruby spoke to the Board and introduced himself.

Amanda Williams spoke to the Board. Ms. Williams feels that the fingerprinting is an invasion of privacy. She believes that CEU's are too expensive to obtain out of state and hopes there will be better CE providers in the future. She is confused regarding the fees for fingerprinting.

Katie is all for the regulations of approvates that regulation will bring a higher quality of massage therapists to Alaska.

Daniel Russell spoke to the Board and asked for a waiver for people who live in villages and do not have many customers. Mr. Russell would like for the national exam to be in other languages other than English or Spanish or that applicants have the opportunity to bring in a translator for any required exams. Mr. Russell stated that no one in Alaska had been injured by a Massage Therapist and asked his Senator to repeal the Massage Therapist regulations that were passed in House Bill 328. He stated that he does not recognize the Board's authority.

Brock Ingmeyer spoke to the concerns of Mr. Russell regarding the exam. The exam is in line with the practitioners needs and the two recognized languages for the exam are English and Spanish. He encouraged practitioners to contact is TMB with further concerns.

Tara Lea spoke to the Board about her Massage Therapist history and feels that therapists in Alaska are unique and those therapists in Alaska do not injure people. She is Alaskan because she does not want her freedoms taken away from her and feels that the licensing program is taking away her freedom to practice due to proposed regulations.

There were no further comments and Chairman Unser closed the public comment period.

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AGENDA ITEM - DISCUSSION OF COMPLIANCE AND EXEMPTIONS

Ms. Unser wanted to clarify through AK Statute Sec. 08.61.080 that anyone performing massage therapy in conjunction with one of the exemptions listed in statute must still obtain a massage therapist license. If someone is performing one of the exemptions exclusively, then they will not need to obtain a license.

Ms. Unser stated that there are some therapists who may try to avoid licensure by becoming Chiropractic Assistants. Sec. 08.61.100 (5)(A)(B) define massage therapists as:

Sec 08.61.100 (5) "practice of massage therapy" means the provision, for compensation, of a service involving the systematic manipulation and treatment of the soft tissues, including the muscular and connective tissues of the human body, to enhance the functions of these tissues and promote relaxation and well-being; in this paragraph, "manipulation and treatment"

- (A) includes manual techniques applied with the intent to physically affect local soft tissues, such as pressure, friction, stroking, percussion, kneading, vibration, muscular assessment by palpation, range of motion for purposes of demonstrating muscle exertion for muscle flexibility, nonspecific stretching, and application of superficial heat, cold, water, lubricants, or salts;
- (B) does not include diagnosis, the prescription of drugs or medicines, the practice of physical therapy, attempts to manipulate any articulation of the body or spine, or mobilization of these articulations by use of a thrusting force.

Failure to obtain a license when performing maxime therapy may result in a misdemeanor.

Chairperson Unser will invite a member of the Chiropraed Board to speak with the Board at the next meeting.

AGENDA ITEM - DISCUSSION OF HYGIENE STANDARDS OF PRACTICE

The Board discussed hygiene standard of practice for massage therapists and need for review.

The Board went off record for break at 2:14 PM The Board went back on record of 2:29 PM

The Board continued discussion of possible hygiene requirements for practicing Massage Therapists and agreed to do some additional homework and review of OSHA requirements and standards of practice.

The Board recessed for the day at 3:35 PM.

Thursday, July 23, 2015

AGENDA ITEM - CALL TO ORDER AND ROLL CALL

The meeting was called to order at 9:00 a.m. by Chairperson Amanda Unser.

Those present, constituting a guorum of the Board:

Amanda Unser, Licensed Massage Therapist Traci Gilmour, Licensed Massage Therapist Ron Gibbs, Licensed Massage Therapist David Edwards-Smith, Licensed Massage Therapist

In attendance from the Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, were:

Susan Johnson, Licensing Examiner Karen Hudson, Records and License Supervisor Todd Araujo, Assistant Attorney General, telephonic Jun Maiquis, Regulations Specialist, telephonic

In attendance as members of the public:

Brock Ingmire, Federation of State Massage Therapy Boards Kevin Smith, Federation of State Massage Therapy Boards Jean Robinson, American Board of Massage Practitioners Tara Lea, Public Cheryl Maney, Public Sally Hutchings, Federation of State Massage Therapy Boards

AGENDA ITEM - DISCUSSION WITH FEDERATION OF STATE MASSAGE THERAPY BOARDS

Kevin Smith and Brock Ingmire joined the meeting telephonically at 9:05 AM. Mr. Smith reviewed the purpose and goals of FSMTB and described some of the activities of the national program. He explained that FSMTB administers the national exam, the MBLEX. The National meeting will be in New Mexico October 8-11, 2015.

AGENDA ITEM - REVIEW OF PUBLIC OMMENTS ORAL TESTIMON

Board members discussed written comments and oral testimony received in response to provosed regulations.

DISCUSSION OF PROPOSED REGULATIONS

Todd Araujo spoke with the Board regarding items that appear in statutes. The Board discussed obtaining transcripts from closed schools. The Board would consider a copy of the student's transcripts with an explanation from the student that the school is closed.

The Board went off record for a break at 10:15 AM The Board went back on record at 10:46 AM

The Board continued discussion the proposed regulations.

The Board recessed for lunch at 11:37 AM The Board went-back of record at 1:00 PM

The Board continued discussion of the proposed regulations. They reviewed the proposed Code of Ethics and Standards of Practice. The Board will discuss standards of hygiene at the September 7, 2015 meeting.

Upon a motion made by Amanda Uper and seconded by David Edwards-Smith, and approved unanimously, it was:

RESOLVED that the Board amend proposed regulation 12 AAC 79.100(b)(1)(B) and 12 AAC 79.100(b)(1)(C) to be combined to read:

"Information related to the grounds of disciplinary sanctions as in AS 08.61.060."

YES 🕷	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith		
Amanda Unser		
Ron Gibbs		

60

Upon a motion made by Amanda Unser and seconded by Ron Gibbs and approved unanimously, it was:

RESOLVED the Board amend proposed regulation 12 AAC 79.100(b)(2) to read:

"verification of massage therapy education as follows:

- (A) An official school transcript evidencing completion of a course of study of at least 500 hours of in-class supervised instruction and clinical work from a massage therapy school or program that
 - (i) Has authorization to operate under the Alaska Commission on post-secondary education or a similar entity from another state or
 - (ii) Is accredited by a nationally recognized accrediting agency; or

(B) Satisfactory evidence of completion of a Board approved apprenticeship program."

YES	NO	ABSTAIN
Traci Gilmour		2.2.
David Edwards-Smith		2
Amanda Unser		
Ron Gibbs	111	

Upon a motion made by David Edwards-Smith and seconded by Ron Gibbs and approved unanimously, it was:

RESOLVED that the Board amend proposed regulation 12 AAC 79.100(b)(6) to read:

"Verification of having completed at least four hours of safety education in blood borne pathogens, universal and standard precautions within two years preceding the application."

YES	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith		
Amanda Unser	7	
Ron Gibbs		

Upon a motion made Amanda Unser and seconded by David Edwards-Smith, and approved unanimously, it was:

RESOLVED to amend, roposed regulation 12 AAC 79.110 (b)(1)(B) and 12 AAC 79.110(b)(1)(c) to be combined to read:

"Information related to the grounds of disciplinary sanction as in AS 08.061.060."

YES	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith		
Amanda Unser		

Ron Gibbs	
KOII GIDDS	

Upon a motion made by Ron Gibbs and seconded by David Edwards-Smith and approved unanimously, it was:

RESOLVED to amend proposed regulation 12 AAC 79.110 (b)(2)(A) to read:

"Holds a current license to practice massage therapy in another *state*, jurisdiction or country where licensing requirements are substantially equal to or greater than the requirements of this state, or;"

YES	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith	143 A.	
Amanda Unser		
Ron Gibbs		

Upon a motion made by Amanda Unser and seconded by Ron Gibbs and approved unanimously, it was:

RESOLVED to amend proposed regulation 12 AAC 79.120 (b)(1)(B) and 12 AAC 79.120(b)(1)(C) to combine (B) and (C) to read:

"Information related to the grounds of disciplinary sanction as in AS 08.061.060;"

YES	NO	ABSTAIN
Traci Gilmóur	1 1	17
David Edwards-Smith	X A	7
Amanda Unser		
Ron Gibbs		

Upon a motion made by Amanda Unser and seconded by Ron Gibbs, it was:

RESOLVED to amend proposed regulation 12 AAC 79.210(a)(1) and (2) to read:

- (1) For a biennial licensing period that begins on or after July 1, 2015 must document at least six (6) continuing education credits, all of which may be met through online education
- (2) For a biennial licensing period that begins on or after July 1, 2017 must document at least sixteen (16) continuing education credits, all of which may be met through online education;

YES	NO	ABSTAIN
Traci Gilmour		
	David Edwards-Smith	
Amanda Unser		
Ron Gibbs		

The motion passed with a majority vote (3-1)

Upon a motion made by Amanda Unser and seconded by David Edwards-Smith and approved unanimously, it was:

RESOLVED to amend proposed regulation 12 AAC 79.210(d) to read:

"All continuing education must be provided by

- (a) Board approved massage therapy or bodywork therapy school or training program;
- (b) State institution of higher education as approved by the Board;
- (c) Local, state or national professional organization that serves the massage therapy profession including but not limited to: Associated Bodywork and Massage Professionals, The American Massage Therapy Association, The Federation of State Massage Therapy Boards and the National Certification Board for Therapeutic Massage and Bodywork;"

YES	NO	ABSTAIN
Traci Gilmour	10	
David Edwards-Smith	A	
Amanda Unser		
Ron Gibbs		

Upon a motion made by David Edwards-Smith and Fronded by Ron (hbbs and approved unanimously, it was:

RESOLVED to amend the Code of Ethics, number 2 to read:

"I will provide treatment only where there is reasonable expectation that it will be advantageous to the client and will acknowledge the limitations of and contraindication for massage therapy and refer clients to appropriate healthcare professionals when indicated."

YES	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith		
Amanda Unser		
Ron Gibbs		

Upon a motion made by David Edwards-Smith and seconded by Traci Gilmour and approved unanimously, it was

RESOLVED to amend the Standards of Practice, number 3 to read:

"Provide a setting that is safe and meets all applicable legal requirements for health safety sanitation hygiene, universal and standard precautions, in accordance with local, state and federal regulatory bodies including the guidelines set by the Center of Disease Control and Prevention (CDC), the National Institution of Health (NIH) and the Occupational Safety and Health Administration (OSHA)."

YES	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith		
Amanda Unser		
Ron Gibbs		

Upon a motion made by Ron Gibbs and seconded by David Edwards-Smithand approved unanimously, it was

RESOLVED to amend the Standards of Practice, number 4 to read:

"Therapists shall prominently display the State of Alaska massage license in his or her place of business; therapists will make available proof of licensure while practicing off-site."

YES	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith		
Amanda Unser		() / / / / / / / / / / / / / / / / / /
Ron Gibbs		

Upon a motion made by Ron Gibbs and seconded by Time Gilmour, and approved unanimously it was:

RESOLVED to amend the definition of Moral Turpitude to 12 AAC 79.910 to delete item #10,

Chairperson Unser opened the floor for discussion among the Board.

YES	NO ^{CA}	ABSTAIN
	Traci Gilmour	
	David Edwards-Smith	
17	Amanda Unser	
Ron Gibbs		

The motion did not pass.

The Board went off record for a break at 2:30 PM The Board went back on record at 2:37 PM

The Board discussed the **an extreme the program guidelines**. There will be further discussion at the next board meeting.

Upon a motion made by Traci Gilmour and seconded by David Edwards-Smith, and approved unanimously it was:

RESOLVED to table the discussion of the Apprenticeship Program regulations for future discussion.

YES	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith		

13

Amanda Unser	
Ron Gibbs	

Upon a motion made by Amanda Unser and seconded by Ron Gibbs and approved unanimously, it was

RESOLVED that the Alaska Board of Massage Therapists initiate membership with the Federation State Massage Therapy Boards and attend the annual meeting on October 8-10, 2015 by sending the Board Chairperson and Licensing Examiner as representatives of the Board.

YES	NO	ABSTAIN
Traci Gilmour		
David Edwards-Smith	A 14	1 de la compañía de
Amanda Unser	· · · · · · · · · · · · · · · · · · ·	A
Ron Gibbs		

The Board adjourned at 3:13 PM

Respectfully Submitted:

Susan Johnson, Licensing Example

Date

Amanda Unser, Chair

Date

STATE OF ALASKA) SS. SS.

AFFIDAVIT OF NOTICE OF PROPOSED ADOPTION OF REGULATIONS AND FURNISHING OF ADDITIONAL INFORMATION

I, Jun Maiquis, Regulations Specialist, of the Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing, being sworn, state the following:

As required by AS 44.62.190, notice of the proposed adoption of changes to 12 AAC 79, dealing with licensing and practice of massage therapists, to implement new state statute in AS 08.61, has been given by being:

- 1. published in a newspaper or trade publication;
- 2. furnished to interested persons;
- 3. furnished to appropriate state officials;
- 4. furnished to the Department of Law, along with a copy of the proposed regulations;
- 5. electronically transmitted to incumbent State of Alaska legislators;
- 6. furnished to the Legislative Affairs Agency, Legislative Legal and Research Services;
- 7. posted on the Alaska Online Public Notice System as required by AS 44.62.175(a)(1) and (b) and 44.62.190(a)(1);
- 8. furnished electronically, along with a copy of the proposed regulations, to the Legislative Affairs Agency, the chair of the Labor and Commerce Committee of the Alaska Senate and House of Representatives, the Administrative Regulation Review Committee, and the legislative council.

As required by AS 44.62.190(d), additional regulations notice information regarding the proposed adoption of the regulation changes described above has been furnished to interested persons and those in (5) and (6) of the list above. The additional regulations notice information also has been posted on the Alaska Online Public Notice System.

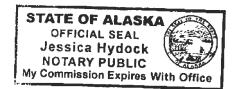
DATE:

ineau, Alaska

Jun Maiquis. **Regulations** Specialist

SUBSCRIBED AND SWORN TO before me this _44h

2015. day of



STATE OF ALASKA) ss. FIRST JUDICIAL DISTRICT

AFFIDAVIT OF ORAL HEARING

I, Karen Hudson, Licensing Supervisor for the Board of Massage Therapists, being sworn, state the following:

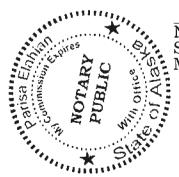
The Board of Massage Therapists presided over the following public hearing held in accordance with AS 44.62.210 for the purpose of taking testimony in connection with the adoption of changes to 12 AAC 79.100-12 AAC 79.990 dealing with licensing and practice of massage therapists. including initial license application, transitional license, criminal justice information, license renewal, continuing education requirements, audit and documentation, code of ethics and standards of practice, and definitions.

July 22, 2015, at 1:00 p.m., at the Atwood Building, 550 W. 7th Avenue, 1st Floor, Conference Room 104, Anchorage, Alaska.

Date: 91415 Juneau, Alaska

Karen Hudson, Licensing Supervisor

SUBSCRIBED AND SWORN TO before me this 14th day of September, 2015.



Notary Public in and for the State of Alaska My Commission Expires: with office

STATE OF ALASKA

) ss.

FIRST JUDICIAL DISTRICT

AFFIDAVIT OF AGENCY RECORD OF PUBLIC COMMENT

I, Jun Maiquis, Regulations Specialist for the Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing, being duly sworn, state the following:

In compliance with AS 44.62.215, the Board of Massage Therapists has kept a record of its use or rejection of factual or other substantive information that was submitted in writing and orally as public comment and that was relevant to the accuracy, coverage, or other aspect of the Board of Massage Therapists regulation on dealing with licensing and practice of massage therapists.

DATE: Juneau, Alaska

Jun Maiduis, Regulations Specialist

SUBSCRIBED AND SWORN TO before me this 30 day of 1 burnher, 2015.



Notary Public in and for the State of Alaska My commission expires: with office

LICENSING AND REGULATION OF MASSAGE THERAPISTS: NOTICE OF PROPOSED REGULATIONS CHANGES BOARD OF MASSAGE THERAPISTS

BRIEF DESCRIPTION: The Board of Massage Therapists proposes to adopt new regulations relating to the licensing and practice of massage therapists, to implement new state statute in AS 08.61 by Chapter 114, SLA 2014 (HB 328).

The Board of Massage Therapists (Board) proposes to adopt new regulations in Title 12 of the Alaska Administrative Code, dealing with all aspects of the licensing and practice of massage therapists under the authority of the Board. The proposed regulations address a wide range of subjects, including initial license application, transitional license, criminal justice information, license renewal, continuing education requirements, audit and documentation, code of ethics and standards of practice, definition of terms, and other provisions as necessary to implement Chapter 114, SLA 2014 (HB 328).

You may comment on the proposed regulation changes, including the potential costs to private persons of complying with the proposed changes, by submitting written comments to Jun Maiquis, Regulations Specialist, Division of Corporations, Business and Professional Licensing, P.O. Box 110806 Juneau, AK 99811-0806. Additionally, the Board will accept comments by facsimile at (907) 465-2974 and by electronic mail at jun.maiquis@alaska.gov. Comments may also be submitted through the Alaska Online Public Notice System, by accessing this notice on the system at http://notice.alaska.gov/177300, and using the "comment" link. The comments must be received no later than 4:30 p.m. on July 17, 2015.

Oral comments relevant to the proposed actions, including the potential costs to private persons of complying with the proposed action, may also be given at a hearing to be held during the July 22, 2015 meeting at the Atwood Building, 550 W. 7th Avenue, 1st Floor, Conference Room 104, Anchorage, Alaska. Written comments will not be accepted at the hearing. The hearing will begin at 1:00 p.m. and will end when those who have signed up before 1:00 p.m. to give oral testimony have had the opportunity to give oral comments. The chair of the Board may limit each participant's length of oral testimony to a time limit, determined by the chair before the hearing begins, to allow enough time for all those present and timely registered to give testimony. If you wish to give your comments via telephone, please call 1-800-315-6338 access code 52538.

You may submit written questions relevant to the proposed action to Karen Hudson, Licensing Supervisor, Division of Corporations, Business and Professional Licensing, P.O. Box 110806 Juneau, AK 99811-0806 or by e-mail at karen.hudson@alaska.gov. The questions must be received at least 10 days before the end of the public comment period. The Board will aggregate its response to substantially similar questions and make the questions and response available on the Board's website at http://commerce.state.ak.us/dnn/cbpl/ProfessionalLicensing/BoardofMassageTherapists.aspx or on the Alaska Online Public Notice System. The Board may, but is not required to, answer written questions received after the 10-day cut-off date and before the end of the comment period.

If you are a person with a disability who needs a special accommodation in order to participate in this process, please contact Jun Maiquis at (907) 465-2537 no later than July 10, 2015, to ensure that any necessary accommodations can be provided.

For a copy of the proposed regulation changes, contact Jun Maiquis at the address or phone number above, or go to http://commerce.state.ak.us/dnn/portals/5/pub/MAS-0615.pdf

A copy of material proposed for adoption by reference is available on the Board's website at http://commerce.state.ak.us/dnn/cbpl/ProfessionalLicensing/BoardofMassageTherapists.aspx

After the public comment period ends, the Board will either adopt these or other provisions dealing with the same subject, without further notice, or decide to take no action on them. The language of the final regulations may be different from that of the proposed regulations. You should comment during the time allowed if your interests could be affected. Written comments and questions received are public records and are subject to public inspection.

Statutory Authority: AS 08.01.010; AS 08.01.065; AS 08.01.100; AS 08.61 **Statutes Being Implemented, Interpreted, or Made Specific:** AS 08.01.010; AS 08.01.065; AS 08.01.100; AS 08.61

Fiscal Information: The proposed regulation changes are not expected to require an increased appropriation.

DATE: _ le/16/15

Jun Maiquis, Regulations Specialist Division of Corporations, Business and Professional Licensing

For each occupation regulated under the Division of Corporations, Business and Professional Licensing, the Division keeps a list of individuals or organizations who are interested in the regulations of that occupation. The Division automatically sends a Notice of Proposed Regulations to the parties on the appropriate list each time there is a proposed change in an occupation's regulations in Title 12 of the Alaska Administrative Code. If you would like your address added to or removed from such a list, please send your request to the Division of Corporations, Business and Professional Licensing at the address above and include your name, address, and the occupational area in which you are interested.

LICENSING AND REGULATION OF MASSAGE THERAPISTS: ADDITIONAL REGULATIONS NOTICE INFORMATION (AS 44.62.190(d))

- **1.** Adopting agency: Board of Massage Therapists Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing.
- **2. General subject of regulation:** Relating to the licensing and regulation of the Board of Massage Therapists.
- **3.** Citation of regulation: 12 AAC 79.100 12 AAC 79.990.
- 4. Department of Law file number: To be assigned.
- 5. Reason for the proposed action: Compliance with new state statute.
- 6. Appropriation/Allocation: Corporations, Business and Professional Licensing #2360.
- 7. Estimated costs in the aggregate to comply with the proposed action to:
 a. Private Persons: \$1,020 (application, initial biennial license, biennial license renewal, and fingerprint processing fees).
 b. Other State Agencies: None known.
 c. Municipalities: None known.
- 8. Cost of implementation to the state agency and available funding (in thousands of dollars): No costs are expected in FY 2015 or in subsequent years.
- 9. The name of the contact person for the regulations: Karen Hudson, Licensing Supervisor Division of Corporations, Business and Professional Licensing Department of Commerce, Community, and Economic Development Telephone: (907) 465-2691 E-mail: karen.hudson@alaska.gov
- 10. The origin of the proposed action: Board of Massage Therapists.

11. Date: 6/16/15

Prepared by: Jun Maiguis, Regulations Specialist

AFFIDAVIT OF PUBLICATION

STATE OF ALASKA

THIRD JUDICIAL DISTRICT

Leesa Little

being first duly sworn on oath deposes and says that he/she is a representative of the Alaska Dispatch News, a daily newspaper. That said newspaper has been approved by the Third Judicial Court, Anchorage, Alaska, and it now and has been published in the English language continually as a daily newspaper in Anchorage, Alaska, and it is now and during all said time was printed in an office maintained at the aforesaid place of publication of said newspaper. That the annexed is a copy of an advertisement as it was published in regular issues (and not in supplemental form) of said newspaper on

June 17, 2015

and that such newspaper was regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is not in excess of the rate charged private individuals.

Signed

Subscribed and sworn to before me this 17th day of June, 2015

nu

Notary Public in and for The State of Alaska. Third Division Anchorage, Alaska MY COMMISSION EXPIRES

Notary Public BRITNEY L. THOMPSON State of Alaska My Commission Expires Feb 23, 2019

LICENSING AND REGULATION OF MASSAGE THERAPISTS: NOTICE OF PROPOSED REGULATIONS CHANGES BOARD OF MASSAGE THERAPISTS

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Oral comments relevant to the proposed actions, including the potential costs to private persons of complying with the proposed action, may also be given at a hearing to be held during the July 22, 2015 meeting at the Atwood Building, 550 W. 7th Avenue, 1st Floor, Conference Room 104, Anchorage, Alaska. Written comments will not be accepted at the hearing. The hearing will begin at 1:00 p.m. and will end when those who have signed up before 1:00 p.m. to give oral testimony have had the opportunity to give oral comments. The chair of the Board may limit each participant's length of oral testimony to a time for all those present and timely registered to give testimony. If you wish to give your comments via telephone, please call 1-800-315-6338 access code 52538.

You may submit written questions relevant to the proposed action to karen Hudson, Licensing Supervisor, Division of Corporations, Business and Professional Licensing, P.O. Box 110806 Juneau, AK 99811-0806 or by e-mail at karen.hudson@alaska.gov. The questions must be received at least 10 days before the end of the public comment period. The Board will aggregate its response to substantially similar questions and make the questions and response available on the Board's website at http://commerce.state.ak.us/dnn/cbpi/ProfessionalLicensing/BoardofM assageTherapists.aspx or on the Alaska Online Public Notice System. The Board may, but is not required to, answer written questions received after the 10-day cut-off date and before the end of the comment period. comment period.

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For a copy of the proposed regulation changes, contact Jun Maiquis at the address or phone number above, or go to http://commerce.state.ak.us/dnn/portals/5/pub/MAS-0615.pdf

A copy of material proposed for adoption by reference is available on the Board's website at http://commerce.state.ak.us/dnn/cbpl/ProfessionalLicensing/BoardofM assageTherapists.aspx

After the public comment period ends, the Board will either adopt these or other provisions dealing with the same subject, without further notice, or decide to take no action on them. The language of the final regulations may be different from that of the proposed regulations. You should comment during the time allowed if your interests could be affected. Written comments and questions received are public records and are subject to public inspection.

