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NOVA SCOTIA CHIROPRACTIC AND NATUROPATHIC REGULATOR (NSCNR)  
BYLAWS

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Approved by NSCC Board: May 09, 2026

Effective Date: May 27, 2026

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## 1. DEFINITIONS

1.1 All words used in these bylaws that are not otherwise defined in the bylaws have the same meaning as set out in the Act or Regulations, as applicable.

1.2 In these bylaws,

- (a) **“Act”** means the *Regulated Health Professions Act*, as such term is defined in subsection 2(1) of the *Regulated Health Professions General Regulations*;
- (b) **“Board”** has the same meaning as defined in the *Chiropractic and Naturopathic Regulations* and when used in these bylaws includes the Initial Board and Subsequent Boards, unless the Initial Board or Subsequent Board is specifically identified;
- (c) **“Board Code of Conduct”** means the code approved by the Board governing the conduct of Board members;
- (d) **“Chair”** means the Chair of the Initial Board or the Chair of a Subsequent Board or the Chair of a committee, as the context requires;
- (e) **“Chiropractic and Naturopathic Regulations”** means the *Regulations Respecting Chiropractic and Naturopathy* made pursuant to the Act;
- (f) **“competency matrix”** has the same meaning as defined in the *Regulated Health Professions General Regulations*;
- (g) **“drug”** has the same meaning as defined in the *Chiropractic and Naturopathic Regulations*;
- (h) **“Executive Committee”** has the meaning given to it in Article 20.1 of these bylaws;
- (i) **“good standing”** for purposes of appointment as a registrant Board member, means the status of a registrant who:
  - i. holds a practising licence or a conditional licence, unless there is a condition on the licence restricting the registrant from eligibility to serve on the Board;
  - ii. is current in their continuing competence requirements;
  - iii. is current in their practice hour requirements;
  - iv. does not owe any outstanding fees or costs to the Regulator; and
  - v. is not subject to any licensing sanction, legal proceeding, or ongoing regulatory process that in the opinion of the Board, impacts their ability to ethically and competently serve as a member of the Board, or would

otherwise be contrary to the objects of the Regulator;

- (j) **“Initial Board”** means the first board of the Regulator upon coming into existence as a regulatory body under the Act, consisting of:
  - i. the Legacy Board; and
  - ii. one (1) to three (3) licensed naturopaths in good standing who best fit the Board competency matrix;and includes at least two (2) public representatives;
- (k) **“Legacy Board”** means the Board of the College of Chiropractors of Nova Scotia in existence immediately prior to the repeal of the *Chiropractic Act*, with the exception of the sitting registrar of such Board;
- (l) **“Meeting Rules”** means such rules approved by the Board that govern the conduct of Board meetings that are not inconsistent with these bylaws;
- (m) **“naturopathy”** means the practice of naturopathic medicine and includes the assessment of diseases, disorders and dysfunctions and the naturopathic diagnosis and treatment of diseases, disorders and dysfunctions using naturopathic techniques to promote, maintain or restore health;
- (n) **“Nomination and Appointment Committee”** has the meaning given to it in Article 14.1 of these bylaws;
- (o) **“officer” or “officers”** means any one or more persons, respectively, who have been appointed as officers of the Regulator, and includes the Chair, Vice-Chair, Secretary, Treasurer, and where applicable, the joint position of Secretary/Treasurer;
- (p) **“professional association”** has the same meaning as in the Act, and is further defined herein to mean a professional association whose members are persons practicing chiropractic or naturopathy;
- (q) **“professional corporation permit”** means a permit issued and in force pursuant to Article 37 of these bylaws, permitting a corporation to engage in the practice of chiropractic or naturopathy;
- (r) **“registrant”** has the meaning set forth in the Act and is further defined herein to mean an individual entered into the official register of the Nova Scotia Chiropractic and Naturopathic Regulator;
- (s) **“registrant Board member”** means an individual appointed or elected to the Initial Board or Subsequent Board from any registrant designation of the Regulator;
- (t) **“registrar”** has the meaning set forth in the Act and is further defined herein to

mean the individual appointed to the office of registrar by the Board pursuant to the Act and the Regulations;

- (u) **“Registration and Licensing Committee”** means the registration and licensing committee appointed by the Board pursuant to the Act;
- (v) **“Regulated Health Professions General Regulations”** means the *Regulated Health Professions General Regulations* made pursuant to the Act;
- (w) **“Regulations”** means either or both of the Regulated Health Professions General Regulations and the Chiropractic and Naturopathic Regulations, as the context requires;
- (x) **“Regulator”** has the same meaning as defined in the Chiropractic and Naturopathic Regulations;
- (y) **“reserved practice”** has the same meaning as defined in the Chiropractic and Naturopathic Regulations;
- (z) **“Reserved Practice Permit”** means a permit issued by the registrar authorizing a registrant to perform specified restricted activities or reserved practices upon successful completion of Board approved training and competency requirements;
- (aa) **“scheduled drug”** has the same meaning as defined in the Chiropractic and Naturopathic Regulations;
- (bb) **“special meeting”** means a special meeting of the Board, to be called and held as determined by the Board;
- (cc) **“Subsequent Board”** includes each Board appointed after the expiry of the term of the Initial Board;
- (dd) **“Vice-Chair”** means the Vice-Chair of the Initial Board or the Vice-Chair of a Subsequent Board, as the context requires.

## 2. CORPORATE SEAL

- 2.1 The seal of the Regulator shall have the words “Nova Scotia Chiropractic and Naturopathic Regulator” endorsed thereon.

## 3. HEAD OFFICE

- 3.1 The head office of the Regulator shall be within the Province of Nova Scotia and located as to reasonably carry on the business of the Regulator.

## 4. FORMS

- 4.1 Any forms not already specified in the Act or Regulations and necessary for the administration of the affairs of the Regulator shall be as approved by the registrar.

## **5. COMPOSITION OF SUBSEQUENT BOARDS**

- 5.1 Each Subsequent Board following the expiry of the term of the Initial Board shall consist of nine (9) persons, including:
  - i. five (5) registrant members; and
  - ii. four (4) public representatives.
- 5.2 Registrant Board members of Subsequent Boards shall be appointed in accordance with the process set out in Article 15.
- 5.3 The officers of each Subsequent Board are the Chair, the Vice-Chair and the Secretary/Treasurer.
- 5.4 There shall be a minimum of one (1) registrant Board member of each of the regulated professions appointed to the Subsequent Board.
- 5.5 The officers of a Subsequent Board shall be appointed in accordance with the process set out in Article 19.
- 5.6 A Subsequent Board may approve revisions to the Board competency matrix from time to time on an as needed basis.

## **6. TERMS OF OFFICE FOR REGISTRANT BOARD MEMBERS ON A SUBSEQUENT BOARD**

- 6.1 The term of office of a registrant Board member on a Subsequent Board is three (3) years, excluding any term served on the Initial Board.
- 6.2 Subject to Article 8.4, a registrant Board member is eligible to be appointed to a Subsequent Board as a registrant Board member for two consecutive terms.
- 6.3 Subject to Article 8.4, a registrant Board member who has served two consecutive terms on a Subsequent Board is not eligible for appointment for an additional term as a registrant Board member unless one year has passed since last serving on the Board.
- 6.4 Incumbent registrant Board members who are eligible and seek appointment for an additional term will be subject to the same requirements and process as new candidates as set out in Article 15.

## **7. TERMS OF OFFICE FOR OFFICERS ON A SUBSEQUENT BOARD**

- 7.1 Subject to Articles 9.3 and 10.3 and 11.3, the term of office for the positions of Chair, Vice-Chair, and Secretary/Treasurer on a Subsequent Board is one year.
- 7.2 A person is eligible to serve a maximum of two consecutive terms as Chair, Vice-Chair, or Secretary/Treasurer.
- 7.3 Time served by a Board member in an officer position counts toward the term limit for Board members.

## **8. VACANCY OF REGISTRANT BOARD MEMBER ON A SUBSEQUENT BOARD**

- 8.1 A registrant Board member on a Subsequent Board shall be considered to have vacated that position in any of the following circumstances:
- i. the member resigns from office and provides notice of such resignation in writing to the Board;
  - ii. the Board removes the member in accordance with Article 13;
  - iii. the member ceases to be in good standing;
  - iv. the member dies;
  - v. the member becomes an employee of the Regulator; or
  - vi. subject to subsection 8(2) of the Act, the member becomes a board member of a professional association.
- 8.2 The expiration of a registrant Board member's term does not constitute a vacancy on the Board under this Article 8.
- 8.3 If a registrant Board member position on a Subsequent Board has been vacated, the Board shall review the Board competency matrix and shall appoint another registrant who is in good standing and who in the opinion of the Board best meets the requirements set out in the Board competency matrix to hold office for the unexpired portion of the term.
- 8.4 Where a registrant is appointed to fill a vacancy under Article 8.3, the unexpired term served to fill the vacancy does not count towards the term limits pursuant to Articles 6.2 and 6.3.
- 8.5 When filling a vacancy under Article 8.3, the Board may seek the assistance of the Nomination and Appointment Committee.

## **9. VACANCY OF CHAIR ON A SUBSEQUENT BOARD**

- 9.1 If the term of the Chair on a Subsequent Board is not completed, the Board shall appoint a replacement Chair from among serving Board members.
- 9.2 The replacement Chair will serve for the balance of the term of the outgoing Chair.
- 9.3 Notwithstanding Article 7.1, the Board may determine that the replacement Chair may serve an additional year as Chair in addition to the unexpired term of the outgoing Chair.
- 9.4 Where a person is appointed to fill a vacancy under Article 9.1, the unexpired term served to fill the vacancy does not count towards the term limit pursuant to Article 7.2.

## **10. VACANCY OF VICE-CHAIR ON A SUBSEQUENT BOARD**

- 10.1 If the term of the Vice-Chair on a Subsequent Board is not completed, the Board shall appoint a replacement Vice-Chair from among the serving Board members.
- 10.2 The replacement Vice-Chair shall serve for the balance of the unexpired term of the outgoing Vice-Chair.
- 10.3 Notwithstanding Article 7.1, the Board may determine that the replacement Vice-Chair may serve an additional year as Vice-Chair in addition to the unexpired term of the outgoing Vice-Chair.
- 10.4 Where a person is appointed to fill a vacancy under Article 10.1, the unexpired term served to fill the vacancy does not count towards the term limit pursuant to Article 7.2.

## **11. VACANCY OF SECRETARY/TREASURER ON A SUBSEQUENT BOARD**

- 11.1 If the term of the Secretary/Treasurer on a Subsequent Board is not completed, the Board shall appoint a replacement Secretary/Treasurer from among the serving Board members.
- 11.2 The replacement Secretary/Treasurer shall serve for the balance of the unexpired term of the outgoing Secretary/Treasurer.
- 11.3 Notwithstanding Article 7.1, the Board may determine that the replacement Secretary/Treasurer may serve an additional year as Secretary/Treasurer in addition to the unexpired term of the outgoing Secretary/Treasurer.
- 11.4 Where a person is appointed to fill a vacancy under Article 11.1, the unexpired term served to fill the vacancy does not count towards the term limit pursuant to Article 7.2.

## **12. BOARD MEETINGS**

- 12.1 The Chair of the Board shall call general meetings of the Board, with no less than four (4) general meetings in a fiscal year.
- 12.2 The registrar shall ensure notice of the Board meetings is given to Board members at least fourteen (14) days in advance of the meeting, stating the time and whether the meeting is in-person, virtual, or hybrid.
- 12.3 The quorum for a Board meeting including special meetings, is a majority of its members, including all vacancies, which must include at least one public representative.
- 12.4 The Chair of the Board may call a special meeting at any time required by the Chair or upon the written request of one-third of Board members indicating the subject(s) to be considered.

- 12.5 At least three (3) days prior to a special meeting, notice shall be issued to each Board member. The notice shall state the purpose of the meeting. No matter shall be discussed at any special meeting apart from that specified in the Notice.
- 12.6 Board meetings may be conducted by such electronic means as determined by the Board.
- 12.7 Notice of and voting at Board meetings may take place by such electronic means as determined by the Board.
- 12.8 Accidental omission to deliver notice of a Board meeting does not invalidate proceedings at the meeting.
- 12.9 Notice requirements for Board meetings may be waived by unanimous vote of those participating in the meeting.
- 12.10 Board meetings will be conducted in accordance with these bylaws and any Meeting Rules approved by the Board.
- 12.11 Where not inconsistent with the bylaws or Meeting Rules, the Chair may make procedural rulings or determinations on any matter relevant to the meeting.

### **13. REMOVAL OF MEMBERS OF BOARD AND OFFICERS**

- 13.1 Notwithstanding any other provisions of the bylaws, but subject to the Act and the Regulations, the Board may, by a two-thirds majority vote of the Board members participating at a special meeting called for the purpose, remove any registrant Board member or registrant officer before the expiration of their term of office, where the Board believes it is consistent with the objects of the Regulator to do so.
- 13.2 Where permitted pursuant to the Act and Regulations, the Board may, by a two-thirds majority vote of the Board participating at a special meeting called for the purpose, remove any public representative as an officer before the expiration of their term of office, where the Board believes it is consistent with the objects of the Regulator to do so.
- 13.3 Examples where the Board may believe it consistent with the objects of the Regulator to remove an officer or Board member (in the case of both registrant Board members and, where permitted, a public representative) include, but are not limited to:
  - i. failing to attend fifty percent of scheduled Board meetings in a year or failing to attend three (3) consecutive Board meetings, without sufficient cause accepted by the Board; or

- ii. acting contrary to the Board Code of Conduct.

13.4 A decision of the Board under this Article is final.

#### **14. NOMINATION AND APPOINTMENT COMMITTEE**

14.1 The Board shall establish a Nomination and Appointment Committee comprised of the following:

- i. one (1) Board member of the incumbent Board who is not seeking re-appointment;
- ii. one (1) to three (3) registrant(s) in good standing who meet the Committee competency matrix criteria;
- iii. at least one (1) public representative serving on the incumbent Board, provided that if there are insufficient public members on the incumbent Board available to serve on the committee, individuals who are not affiliated with the Regulator and who have sufficient knowledge and experience in the regulation of professions may be appointed; and
- iv. in the event that one or more of the roles described in Articles 14.1 (i) – (iii) cannot be filled by an individual as described therein, the Board shall appoint individuals deemed appropriate by the Board to fill the vacant role(s).

14.2 The members of the Nomination and Appointment Committee shall hold office for such term as set by the Board who appoints them, which shall not be longer than three (3) years. A member of the Nomination and Appointment Committee may be reappointed by the Board, provided that their cumulative consecutive service does not exceed six years.

14.3 The Board shall appoint one (1) of the members of the Nomination and Appointment Committee as Chair of the Nomination and Appointment Committee.

14.4 The Board shall approve the terms of reference of the Nomination and Appointment Committee.

14.5 The Nomination and Appointment Committee shall act in accordance with these bylaws and its terms of reference.

#### **15. APPOINTMENT OF REGISTRANT BOARD MEMBERS TO A SUBSEQUENT BOARD**

15.1 With respect to the appointment of registrant Board members to a Subsequent Board, the Nomination and Appointment Committee shall perform the following functions, in accordance with the process and timelines approved by the Board

that are not in conflict with these bylaws:

- i. compare the composition of the Board with the Board competency matrix and identify the competencies, qualities, diversity, and other criteria needed to fill identified vacancies;
- ii. seek candidates to fill current and/or anticipated registrant vacancies on the Board;
- iii. assess the degree to which candidates fill the desired competencies, qualities, and other criteria identified by the Nomination and Appointment Committee to align with the Board competency matrix;
- iv. make recommendations to the Board regarding candidates who, in the opinion of the Nomination and Appointment Committee, best meet the desired competencies, diversity, qualities and criteria identified by the Board competency matrix; and
- v. perform such other functions related to the appointment of registrant Board members as identified by the Board and the terms of reference approved by the Board.

15.2 In order for a candidate to be considered by the Nomination and Appointment Committee, the candidate must submit an application form approved by the Nomination and Appointment Committee signifying how the registrant meets the requirements for serving on the Board and a willingness to serve as a registrant Board member and to abide by the Act, Regulations, bylaws and policies of the Regulator.

15.3 A registrant is eligible to be appointed to the Board if the registrant:

- i. is in good standing;
- ii. has not had any conditions or restrictions imposed upon them for at least two (2) years which, in the opinion of the Board, would potentially negatively impact Board responsibilities;
- iii. is not a current board member of a professional association and has not served as a board member of a professional association within the preceding twenty-four (24) months;
- iv. if a previous member of the Board who had reached a Board term limit, at least twelve (12) months has passed since serving on the Board.

15.4 The application form must be submitted within such timelines as approved by the Nomination and Appointment Committee.

- 15.5 A decision of the Nomination and Appointment Committee is final.
- 15.6 Upon receipt from the Nomination and Appointment Committee of the names of candidates pursuant to Article 15.3, the Board must consider the names of the candidates in relation to the Board competency matrix and determine which candidates shall be appointed as registrant Board members to fill the number of anticipated vacancies on the Board.
- 15.7 The registrant Board members appointed under Article 15.8 shall be selected by a minimum two-thirds majority vote of the quorum participating at the Board meeting called for such purposes.

## **16. CHAIR**

- 16.1 The Chair shall:
- i. unless otherwise delegated, preside at all meetings of the Board;
  - ii. act as the official spokesperson for the Board, unless this function is otherwise delegated;
  - iii. perform all acts related to the office; and
  - iv. perform such other functions as directed by the Board.
- 16.2 The Chair shall not vote at any meeting of the Board, except in the case of a tie, where the Chair shall cast the deciding vote.

## **17. VICE-CHAIR**

- 17.1 The Vice-Chair shall:
- i. perform all duties of the Chair in the absence of the Chair;
  - ii. perform all acts related to the office; and
  - iii. perform other duties as delegated by the Chair.

## **18. SECRETARY/TREASURER**

- 18.1 The Secretary/Treasurer shall:
- i. perform financial oversight and review, preparation of budgets, and presentation of financial statements to the Board; and
  - ii. perform other functions as may be directed by the Board.

## **19. APPOINTMENT OF OFFICERS ON SUBSEQUENT BOARDS**

- 19.1 The Chair, Vice-Chair, and Secretary/Treasurer shall be appointed by the Board from among the eligible current Board members and incoming board members immediately prior to the expiry of the term of the incumbent Chair, Vice-Chair,

and Secretary/Treasurer.

19.2 The Chair, Vice-Chair and Secretary/Treasurer shall be appointed in the following manner:

- i. prior to the completion of the term of the incumbent Chair, Vice-Chair and Secretary/Treasurer, at such time as directed by the Board, the Nomination and Appointment Committee shall request and encourage expressions of interest from eligible members of the incumbent Board and the incoming Board members seeking to serve as the next Chair, Vice-Chair, or Secretary/Treasurer;
- ii. the Nomination and Appointment Committee shall:
  - a. vet the candidates using the Board competency matrix;
  - b. prepare a recommended slate for Chair, Vice-Chair and Secretary/Treasurer to the Board for approval;
- iii. if the Board approves the recommended candidate for the position of Chair, Vice-Chair, or Secretary/Treasurer, the candidate is deemed appointed, effective the day following the date the incumbent's term expires;
- iv. if the Board does not approve the recommended candidate for the position of Chair, Vice-Chair, or Secretary/Treasurer, the Nomination and Appointment Committee will prepare a new recommendation for the Board's consideration, and such process shall continue until a new Chair, Vice-Chair, or Secretary/Treasurer, as the case may be, is appointed;
- v. if there are no expressions of interest received regarding the positions of Chair, Vice-Chair or Secretary/Treasurer from eligible current or incoming Board members, the Board must appoint individuals from among the eligible current and incoming Board members to fill these positions in such manner as the Board determines.

19.3 For greater certainty, any member of the Board may be appointed as Chair, Vice-Chair, or Secretary/Treasurer during their Board term, including a public representative.

19.4 Notwithstanding any other provision of these bylaws, the Board may extend the term of a serving Chair, Vice-Chair or Secretary/Treasurer if no other Board member is willing to serve in these roles, for such time and on such conditions as the Board may determine.

19.5 The Board may make appointment rules and set such deadlines as it deems

appropriate, as long as such rules are not inconsistent with these bylaws.

19.6 Notwithstanding any other provisions to these bylaws, an appointed Board member continues to hold office until such time as they are reappointed, or until their successors are appointed, even if such appointment or re-appointment does not occur until after their specified term of office has expired.

19.7 A decision of the Board under this Article is final.

## **20. EXECUTIVE COMMITTEE**

20.1 The Executive Committee is comprised of the Chair, Vice-Chair, and Secretary/Treasurer.

20.2 The Executive Committee may exercise all of the powers, and shall perform all the duties, of the Board with respect to any matters that the Board may delegate to it or that, in the opinion of the Executive Committee, require immediate attention.

## **21. APPOINTMENT OF REGISTRANT COMMITTEE MEMBERS**

21.1 With respect to the appointment of registrants to committees of the Regulator, the Nomination and Appointment Committee shall:

- i. seek candidates who are in good standing with the Regulator to fill current and/or anticipated registrant vacancies on a committee of the Regulator;
- ii. make recommendations to the Board regarding candidates who, in the opinion of the Nomination and Appointment Committee, best meet the desired competencies, diversity, qualities and criteria identified by the committee competency matrix; and
- iii. perform such other functions related to the appointment of registrants to committees of the Regulator as identified by the Board.

21.2 In order for a registrant to be considered by the Nomination and Appointment Committee, the registrant must submit a form approved by the Nomination and Appointment Committee signifying how the registrant meets the requirements for serving on the committee and a willingness to serve as a committee member and to abide by the Act, Regulations, bylaws and policies of the Regulator.

21.3 The form must be submitted within such timelines as approved by the Nomination and Appointment Committee.

21.4 A decision of the Nomination and Appointment Committee to recommend names for Board consideration is final.

21.5 Upon receipt from the Nomination and Appointment Committee of the names of registrants pursuant to Article 21.2, the Board must consider the names of

the registrants and determine which registrants shall be appointed to fill the number of anticipated registrant vacancies on a committee of the Regulator.

21.6 A decision of the Board under this Article is final.

## **22. APPOINTMENT OF PUBLIC REPRESENTATIVE COMMITTEE MEMBERS**

22.1 Where the Board seeks to appoint public representatives to a committee of the Regulator, the Nomination and Appointment Committee shall:

- i. seek members of the public to fill current and/or anticipated public representative vacancies on a committee of the Regulator;
- ii. publicly advertise to invite expressions of interest in serving as a public representative on a committee of the Regulator for at least 30 days, except when the Board seeks to appoint a public representative from a pool established under subsection 25(1) of the Act and subsection 16(2) of the Regulated Health Professions General Regulations;
- iii. make recommendations to the Board regarding candidates who, in the opinion of the Nomination and Appointment Committee, best meet the desired competencies, diversity, qualities and criteria identified by the committee competency matrix; and
- iv. perform such other functions related to the appointment of public representative committee members as identified by the Board.

22.2 Except when the Board seeks to appoint a public representative from a pool established under subsection 25(1) of the Act, in order for a member of the public to be considered by the Nomination and Appointment Committee, the member of the public must submit a form approved by the Nomination and Appointment Committee signifying a willingness to serve as a Nomination and Appointment Committee member and to abide by the Act, regulations, bylaws and policies of the Regulator.

22.3 The form must be submitted within such timelines as prescribed by the Nomination and Appointment Committee.

22.4 Upon receipt from the Nomination and Appointment Committee of the recommendations pursuant to Article 22.1(iii) herein, the Board must consider the names and determine which members of the public shall be appointed to fill the number of anticipated public representative vacancies on a committee of the Regulator.

22.5 A decision of the Board under this Article is final.

## **23. COMMITTEES OF THE BOARD**

- 23.1 The Board may appoint any committees as the Board may consider necessary or advisable and may, by resolution and without the requirement of further bylaws, designate such further committees and the powers and duties of any committee.
- 23.2 Any committee formed by the Board shall, in the exercise of the powers so delegated, conform with any requirements that may be imposed by the Board so long as they do not contravene the Act, Regulations and these bylaws.

#### **24. CODE OF ETHICS**

- 24.1 The code of ethics approved by the Board of the Nova Scotia College of Chiropractors prior to the establishment of the Regulator under the Act shall remain in full force and effect and apply to all registrants until such time as it is amended or restated.
- 24.2 The Board may amend or restate the code of ethics at any time when it determines that such changes are necessary, provided that the amendment or restatement is approved by a majority vote of the Board.

#### **25. DESIGNATIONS AND LICENSING CATEGORIES**

- 25.1 The licence categories for registrants in the practice of chiropractic and naturopathy are set out in the Chiropractic and Naturopathic Regulations.
- 25.2 Pursuant to subsection 10(c) of the Chiropractic and Naturopathic Regulations, the following additional categories of practising licences for chiropractic are established:
- i. Chiropractor Direct Patient Care Practising Licence
  - ii. Chiropractor Indirect Patient Care Practising Licence
- 25.3 Pursuant to subsection 11(c) of the Chiropractic and Naturopathic Regulations, the following additional categories of conditional licences for chiropractic are established:
- i. Provisional Chiropractic Licence
- 25.4 Pursuant to subsection 10(c) of the Chiropractic and Naturopathic Regulations, the following additional categories of practising licences for naturopathy are established:
- i. Naturopath Direct Patient Care Practising Licence
  - ii. Naturopath Indirect Patient Care Practising Licence
- 25.5 Pursuant to subsection 11(c) of the Chiropractic and Naturopathic Regulations, the following additional categories of conditional licences for naturopathy are established:
- i. Provisional Naturopathic Licence

- 25.6 The Board may, in its discretion, approve competency frameworks, standards of practice, and practice guidelines necessary to establish:
- i. requirements of a continuing competence program for a specific licensing category;
  - ii. currency of practice requirements for a specific licensing category;
  - iii. any assessments or education required by the Board for a specific licensing category;
  - iv. any other requirements necessary for approval under a specific licensing category in addition to those provided by the Act and the Regulations.

## **26. LICENSING EXAMINATIONS**

- 26.1 The examinations required for licensing as a registered chiropractor are:
- i. the entry to practice examination(s) for chiropractors approved by the Board;
  - ii. the jurisprudence and ethics examination approved by the Board; and
  - iii. any other competency examination(s) as required by the Board.
- 26.2 The examinations required for licensing as a registered naturopathic doctor are:
- i. the entry to practice examination(s) for naturopathic doctors approved by the Board;
  - ii. the jurisprudence and ethics examination approved by the Board; and
  - iii. any other competency examination(s) as required by the Board.

## **27. SCOPE OF PRACTICE**

- 27.1 The competency frameworks, standards of practice, and practice guidelines approved by the Legacy Board immediately prior to the establishment of the Regulator are deemed to remain in force as Board-approved documents. Each of these instruments remain in effect until withdrawn by the Board and replaced with a newly approved scope of practice document.
- 27.2 The Board may amend or restate any competency frameworks, standards of practice, or practice guidelines document for either the practice of chiropractic or naturopathy at any time when it determines that such changes are necessary, provided that the amendment or restatement is approved by a majority vote of the Board.

## **28. NATUROPATHY RESERVED PRACTICE AREAS**

- 28.1 A naturopathic registrant may only engage in the following activity, procedure

or service with the approval of the registrar pursuant to subsection 8(5) of Chiropractic and Naturopathy Regulations:

- i. prescribing a scheduled drug listed in a schedule to these bylaws as may be approved by the Board;
- ii. compounding and administering any of the following as part of as in-office naturopathy procedures:
  - a. drugs;
  - b. autologous blood products;
- iii. administering vaccinations;
- iv. performing spinal manipulations;
- v. administering advanced injections or IV therapies;
- vi. conducting minor procedures;
- vii. administering ozone and oxidative therapies; or
- viii. any additional reserved practice areas as determined by the Board.

## **29. BOARD DETERMINATION AND APPROVAL OF RESERVED PRACTICE AREAS**

- 29.1 In addition to the naturopathic reserved practice areas set out in Article 28, the Board may identify any professional activity, procedure or service within the scope of the practice of chiropractic or naturopathy as a reserved practice area which is a restricted practice and requires additional education, training and competency to be carried out by a registrant.
- 29.2 Where the Board identifies a need to designate an activity or service as a reserved practice area under Article 29.1, the Board shall determine if additional practice standards are required to establish expectations for registrants in the performance of such restricted practice.
- 29.3 Where the Board determines that additional practice standards are required under Article 29.2, the Board shall develop and approve such practice standards.
- 29.4 Where the reserved practice area has been identified by the Board under Article 29.1, the Board shall develop and approve the additional requirements beyond entry to practice competencies that must be completed by a registrant before such registrant is allowed to engage in the reserved practice.

## **30. APPLICATION FOR RESERVED PRACTICE PERMIT**

- 30.1 A registrant must obtain the approval of the registrar prior to engaging in a reserved practice.

- 30.2 Reserved Practice Permits must be applied for and renewed annually in accordance with any requirements set out by the Board.
- 30.3 The registrar shall establish the procedures for applying for a Reserved Practice Permit or renewal of a permit to engage in a reserved practice.
- 30.4 On review of an application for a Reserved Practice Permit, the registrar may:
- i. approve the application;
  - ii. deny the application; or
  - iii. approve the application with conditions or restrictions specific to the registrant.
- 30.5 If the registrar denies an application from a registrant to engage in a reserved practice, the registrar shall advise the applicant of a right to seek review of the registrar's decision by the Registration and Licensing Committee, if the registrant provides a notice in writing to the registrar requesting such review within thirty (30) days of the registrar's decision.
- 30.6 The procedure for a review of a decision with respect to a Reserved Practice Permit under this Article 30 shall follow the procedure set out in sections 51-58 of the Act as nearly as possible with necessary adaptations.

### **31. TRANSCRIPTS**

- 31.1 A registrant who requests that a transcript be made of a regulatory process is responsible for paying the full cost of the transcript.

### **32. FINES AND PENALTIES**

- 32.1 The amount of the fine that may be imposed by the registrar or a committee of the Regulator under subsection 155-of the Act for any person who has practiced chiropractic or naturopathy without a licence shall be up to double the annual licensing fee.
- 32.2 For greater certainty, where a registrant fails to maintain professional liability insurance as may be prescribed by the Regulator while holding a licence to practice naturopathy or chiropractic, the registrar may impose a fine as set by the Board and outlined in the fee schedule or standard of practice.
- 32.3 The amount of the fine that may be imposed by the registrar for the reinstatement of a suspended licence in accordance with section 154 of the Act shall be up to double the annual licensing fee.

### **33. CONTINUING COMPETENCE PROGRAM**

- 33.1 The Board shall develop and approve a continuing competence program for

registrants.

- 33.2 The Board shall develop and approve reporting requirements for registrants respecting the continuing competence program.
- 33.3 A registrant must retain documentation and records related to continuing competence program activities for a minimum of five (5) years following the submission deadline, where applicable.
- 33.4 For the purpose of verifying a registrant's compliance with the continuing competence program, the Regulator may at any time conduct an audit of the documentation and records kept under Article 33.3.

#### **34. PRACTICE HOURS**

- 34.1 A registrant must keep a record of the hours that the registrant worked for at least the immediately previous five (5) years.
- 34.2 The Regulator may, at any time, conduct an audit of registrant records kept under Article 34.1.

#### **35. CURRENCY OF PRACTICE REQUIREMENTS**

- 35.1 An applicant for a licence or a renewal of a licence must provide satisfactory proof to the registration and licensing decision maker that the applicant meets one or more of the following currency of practice requirements:
  - i. current licensure in an equivalent category of licence in another Canadian jurisdiction; or
  - ii. graduated from an approved education program or accepted equivalent program for registered chiropractors or naturopathic doctors in the past three (3) years prior to applying to the Regulator and successfully passed an accepted entry to practice examination for registered chiropractors or naturopathic doctors approved by the Board in the past three (3) years prior to applying to the Regulator; or
  - iii. graduated from an approved education program or accepted equivalent program for registered chiropractors or naturopathic doctors and successfully passed an accepted entry to practice examination for registered chiropractors or naturopathic doctors approved by the Board and engaged in practice for a minimum of 1000 hours in a regulated jurisdiction in the past two (2) years prior to applying to the Regulator; or
  - iv. graduated from an approved education program or accepted equivalent program for registered chiropractors or naturopathic doctors and successfully completed a Board approved re-entry program or

competence assessment and/or bridging education in the past eighteen (18) months prior to applying to the Regulator.

### **36. LICENSING AND RENEWAL CRITERIA**

- 36.1 If proof of registration or licensing criteria was not submitted at the time of application for registration, licensing or renewal, a registration and licensing decision maker may request the registrant submit proof that they meet the criteria for registration, licensing or renewal, upon applying for a licence or renewal.

### **37. PROFESSIONAL CORPORATIONS**

- 37.1 A professional corporation may engage in the practice of chiropractic upon being issued a professional corporation permit pursuant to these bylaws and chiropractors may be employed by a professional corporation for the purpose of engaging in the practice of chiropractic.
- 37.2 A professional corporation may engage in the practice of naturopathy upon being issued a professional corporation permit pursuant to these bylaws and registrant naturopaths may be employed by a professional corporation for the purpose of engaging in the practice of naturopathy.

### **38. REQUIREMENT FOR PROFESSIONAL CORPORATION PERMIT**

- 38.1 Subject to Article 38.2, no registrant may engage in the practice of chiropractic or naturopathy as, through, or on behalf of a professional corporation unless that professional corporation has been issued a professional corporation permit to practice in the applicable profession in accordance with these bylaws.
- 38.2 The registrar may waive the requirement for a professional corporation permit when the registrar determines it is consistent with the objects of the Act to do so.

### **39. APPLICATION FOR PROFESSIONAL CORPORATION PERMIT**

- 39.1 An application or renewal for a professional corporation permit shall be made to the registrar.

### **40. ISSUANCE OF PROFESSIONAL CORPORATION PERMIT**

- 40.1 The registrar may issue a professional corporation permit to a professional corporation that:
- i. files a completed application in the form prescribed by the Regulator;
  - ii. pays the fees prescribed by the Regulator;
  - iii. provides the registrar with a certificate of incorporation of the company pursuant to the *Companies Act* (Nova Scotia) and satisfies the registrar that the company is in good standing pursuant to both the *Companies Act* and the *Corporations Registration Act* (Nova Scotia);

- iv. satisfies the registrar that the name of the corporation is not objectionable and is a fit and proper name for a professional corporation engaged in the practice of chiropractic or naturopathy and does not violate any practice standards or the code of ethics as approved by the Board, or policies established by the Regulator;
- v. where the professional corporation is engaged in the practice of chiropractic, satisfies the registrar that:
  - a. a majority of the issued shares of the corporation are legally and beneficially owned by one or more registrant chiropractor(s);
  - b. a majority of the issued voting shares of the corporation are legally and beneficially owned by one or more registrant chiropractor(s) licensed in Nova Scotia;
- vi. where the professional corporation is engaged in the practice of naturopathy, satisfies the registrar that:
  - a. a majority of the issued shares of the corporation are legally and beneficially owned by one or more registrant naturopath(s);
  - b. a majority of the issued voting shares of the corporation are legally and beneficially owned by one or more registrant naturopath(s) licensed in Nova Scotia;
- vii. where the professional corporation is engaged in the practice of chiropractic, satisfies the registrar that:
  - a. the majority of the directors and officers of the corporation are registrant chiropractor(s) licensed in Nova Scotia;
  - b. the president of the corporation is a registrant chiropractor licensed in Nova Scotia;
  - c. the professional corporation holds such liability insurance as may be prescribed by the Regulator;
- viii. where the professional corporation is engaged in the practice of naturopathy, satisfies the registrar that:
  - a. the majority of the directors and officers of the corporation are registrant naturopath(s) licensed in Nova Scotia;
  - b. the president of the corporation is a registrant naturopath licensed in Nova Scotia;
  - c. the professional corporation holds such liability insurance as may be prescribed by the Regulator; and

- ix. satisfies the registrar that the persons who will carry on the practice of chiropractic or naturopathy for or on behalf of the professional corporation are currently licensed registrants.
- 40.2 Subject to Article 40.1(v) and Article 40.1(vi), the spouse or child of a registrant or any other person may own, beneficially or legally, shares of a professional corporation.
- 40.3 Notwithstanding Article 40.1(v) and Article 40.1(vi), a person resident in Canada may hold legal title to issued shares of a professional corporation solely as trustee for the exclusive benefit of a registrant, or the spouse or child of a registrant, or a group of such individuals so long as no one other than a registrant, or the spouse or child of a registrant, acts as such a trustee without the written consent of the registrar.
- 40.4 The registrar may waive or vary any of the criteria under Article 40 when the registrar determines it is consistent with the objects of the Act to do so.

#### **41. TERM OF PROFESSIONAL CORPORATION PERMIT**

- 41.1 A professional corporation permit issued pursuant to Article 40, or any renewal of a professional corporation permit, is valid for the calendar year in which it is issued.

#### **42. RENEWAL OF PROFESSIONAL CORPORATION PERMIT**

- 42.1 A professional corporation permit may be renewed upon application to the registrar in accordance with a form approved by the registrar and upon satisfying the registrar that the professional corporation continues to meet the conditions specified in Article 40.1.
- 42.2 An application to renew a professional corporation permit shall be made not earlier than ninety (90) days and not later than thirty (30) days prior to the expiry date of the permit.
- 42.3 If an application to renew a professional corporation permit is not made within the period set out in Article 42.2, the applicant for the permit shall pay such additional fee as approved by the Board.

#### **43. SUSPENSION OR REVOCATION OF PROFESSIONAL CORPORATION PERMIT**

- 43.1 Where it appears to the registrar that the professional corporation fails to meet any of the requirements specified in Article 40.1, the registrar may, after giving written notice, suspend, revoke, or refuse to renew a permit issued under Article 40.1.
- 43.2 Reference to the specific requirements of Article 40.1 that appear to the registrar to have been contravened by the professional corporation shall be included in the notice.
- 43.3 Notwithstanding Article 43.1, the registrar may suspend the permit of a

professional corporation without notice or investigation where the registrar believes that the professional corporation has contravened any Regulation that requires it to pay a fee or assessment, file a document, or do any other act by a specified or ascertainable date.

#### **44. REVIEW OF DECISION TO SUSPEND OR REVOKE PROFESSIONAL CORPORATION PERMIT**

- 44.1 Where a professional corporation permit is suspended, revoked, or not renewed pursuant to Article 43.1, the registrar shall provide reasons in writing to the professional corporation and the professional corporation may, within fifteen (15) calendar days, request that the Registration and Licensing Committee review the registrar's decision.
- 44.2 Where a professional corporation requests a review by the Registration and Licensing Committee of a decision of the registrar made pursuant to Article 44.1, the procedure set out in sections 51-58 of the Act shall be followed as nearly as possible with necessary adaptation.

#### **45. RE-INSTATEMENT OF PROFESSIONAL CORPORATION PERMIT**

- 45.1 Where the Registration and Licensing Committee re-instates or re-issues a professional corporation permit suspended, revoked or not renewed pursuant to Article 43.1, the Board may prescribe terms and conditions upon which re-instatement or re-issuance of a permit may be granted.
- 45.2 A professional corporation permit suspended by the registrar pursuant to Article 43.3 may be re-instated by the registrar upon payment of the fee or assessment, or upon receipt of a document required to be filed, or upon any other required act being performed by the professional corporation.

#### **46. REGISTER OF PROFESSIONAL CORPORATIONS**

- 46.1 The registrar shall maintain a register of professional corporations and enter the name and address of the professional corporation upon issuance or re-issuance of a professional corporation permit.
- 46.2 The registrar shall publish on the Regulator's website or in such other public manner as the registrar determines, a list of all current professional corporation permits issued under these bylaws and shall include the name of the corporation and such other information as the registrar may determine.

#### **47. FEES PAYABLE TO TRUSTEE**

- 47.1 No fees or other remuneration shall be paid to any individual or company holding a non-voting share in a professional corporation or holding company as trustee except for fees payable to the trustee solely for services rendered as trustee in an amount not exceeding the fees which might be fixed by the Supreme Court of Nova Scotia pursuant to the *Trustee Act* (Nova Scotia), and in any such trust arrangement it shall

be stipulated that such fees shall be subject to review by the court for the purpose of determining whether the fees are reasonable in the circumstances.

**48. DISPLAY OF PROFESSIONAL CORPORATION PERMIT**

48.1 The professional corporation shall at all times display the current professional corporation permit issued to it in a conspicuous place at its premises.

**49. PROPOSED CHANGE OF NAME**

49.1 Where a professional corporation holding a professional corporation permit proposes to change its name or operate under a business name other than its own name, it shall first satisfy the registrar that the proposed name or business name is a fit and proper name for use by a professional corporation engaged in the practice of chiropractic or naturopathy.

**50. CHANGES TO MEMORANDUM OF ASSOCIATION**

50.1 The memorandum of association of the professional corporation shall not be changed without the written consent of the registrar.

**51. DEEMED REVOCATION OF PROFESSIONAL CORPORATION PERMIT**

51.1 Where a professional corporation practices chiropractic or naturopathy only through the services of one registrant and that registrant dies, retires, becomes incompetent or is no longer licensed pursuant to the Act, or is suspended under the Act, the professional corporation permit of such corporation is deemed to be revoked and such corporation shall cease to practice chiropractic or naturopathy.

51.2 Where a professional corporation practices through the services of more than one registrant and such professional corporation ceases to fulfil any requirement prescribed in Article 40.1 of these bylaws by reason of:

- i. the death of a registrant;
- ii. the incompetency of a registrant;
- iii. the revocation of the licence of a registrant pursuant to the Act;
- iv. the suspension of the licence of a registrant pursuant to the Act; or
- v. the retirement from practice by a registrant,

such professional corporation shall forthwith notify the registrar and shall fulfil the requirements in question within 120 days from the date of death, incompetency, revocation, retirement or other removal or the suspension of the registrant, as the case may be, failing which the professional corporation permit is deemed to be revoked and such professional corporation shall cease to practice chiropractic or naturopathy effective upon the expiration of the 120 day period.

51.3 Where a professional corporation permit is deemed to be revoked under these

bylaws and thereafter the professional corporation is able to demonstrate that it is in compliance with Article 40.1, the professional corporation may apply to the registrar to have its permit re-instated and the registrar may, in the registrar's discretion, re-instate the permit subject to such conditions as the registrar may direct.

## **52. CHANGE IN PROFESSIONAL CORPORATION**

- 52.1 Where the shares of a professional corporation are transferred or where there is a change in the shareholders, directors or officers of the professional corporation, or any change in the location where the professional corporation carries on business, the professional corporation shall, within fifteen (15) calendar days, notify the registrar of such change.

## **53. CONFLICT OF INTEREST**

- 53.1 No registrant shall cause or commit a professional corporation or a holding company to engage in or invest in any business that is contrary to the proper and ethical practice of chiropractic or naturopathy or that creates a conflict of interest for the professional corporation or its employees.

## **54. RIGHTS AND OBLIGATIONS UNDER PROFESSIONAL CORPORATION**

- 54.1 The relationship of a registrant to a professional corporation whether as a shareholder, director, officer or employee, does not affect, modify or diminish the application of the Act and the Regulations to the registrant.
- 54.2 All persons who carry on the practice of chiropractic or naturopathy by, through or on behalf of a professional corporation are liable in respect of acts or omissions done or omitted to be done by them in the course of the practice to the same extent and in the same manner as if such practice were carried on by them as an individual or a partnership, as the case may be, carrying on the practice of chiropractic or naturopathy.
- 54.3 No owner of voting shares of a professional corporation shall pledge, hypothecate, enter into a voting trust, proxy or any other type of agreement vesting in any other person who is not a registrant the authority to exercise the voting rights attached to any or all of the owner's shares.

- 54.4 The relationship between a professional corporation and a patient of the professional corporation is subject to all applicable laws relating to the confidential and ethical relationships between a registrant and a patient.
- 54.5 All rights and obligations pertaining to communications made to or information received by a registrant apply to the shareholders, directors, officers and employees of a professional corporation.
- 54.6 For the purpose of the Act, the practice of chiropractic or naturopathy shall not be carried on by or be deemed to be carried on by clerks, secretaries and other persons employed by the professional corporation to perform services that are not usually and ordinarily considered by law, custom and practice to be services that may be performed only by a chiropractor or naturopathic doctor.

## **55. CORPORATE RECORDS**

- 55.1 Every professional corporation shall:
- i. maintain current financial records in accordance with generally accepted accounting principles;
  - ii. cause financial statements to be prepared at the end of each fiscal year;
  - iii. maintain current patient records; and
  - iv. maintain, in accordance with generally accepted business standards, records with respect to its employees.
- 55.2 Upon seven (7) days' written notice, a professional corporation shall provide the registrar with access to the minute book records and such other business and financial records as may be reasonably required.

## **56. COMPOUNDING, DISPENSING, AND SALE OF DRUGS**

- 56.1 All naturopathic registrants shall comply with any competency frameworks, standards of practice, and practice guidelines regarding the compounding, dispensing, and sale of drugs as approved by the Board.

## **57. APPROVED SUBSTANCES AND DRUGS FOR IMMEDIATE IN-OFFICE USE**

- 57.1 All naturopathic registrants shall comply with any competency frameworks, standards of practice, and practice guidelines regarding in-office use of the drugs listed in Schedule A to these bylaws, 'Approved Substances and Drugs for Immediate In-Office Use', as approved by the Board.

## **58. SALE OF APPLIANCES**

- 58.1 All chiropractic registrants shall comply with any competency frameworks, standards of practice, and practice guidelines regarding the sale of appliances as approved by the Board.

**59. USE OF SPECIALIST TITLE**

59.1 No registrant shall use the term “specialist” or hold themselves out to be a specialist in connection with the practice of chiropractic or naturopathy unless the registrant is authorized to use the term “specialist” by the Regulator.

**60. AMENDMENTS TO BYLAWS**

60.1 The Board may propose amendments to these bylaws in accordance with the Act and Regulations as the Board considers necessary or advisable.

**61. SERVICE OF DOCUMENTS IN PROFESSIONAL CONDUCT PROCEEDING**

61.1 A document required to be served or provided to a respondent or other person in connection with a professional conduct proceeding pursuant to the Act is deemed to be served or provided if the document is:

- i. personally delivered to the recipient or their authorized representative;
- ii. electronically delivered to the last electronic address the recipient filed with the regulatory body; or
- iii. delivered by mail or courier to the last civic address the recipient filed with the regulatory body; or
- iv. delivery to the known place of employment of the recipient.

61.2 Where the Regulator is satisfied, on reasonable grounds, that a person is evading service or that service cannot be completed by the methods listed at 61.1 (i)–(iv) after reasonable efforts have been made, the Regulator may order service by alternative means, including any method reasonably likely to provide notice, or may deem the document served on a specified date.

**62. INITIAL BOARD**

62.1 The Initial Board shall consist of:

- i. the Legacy Board;
- ii. one (1) to three (3) licensed naturopaths in good standing who best fit the Board competency matrix;

and shall include at least two (2) public representatives.

62.2 The term of the Initial Board shall be twelve (12) months, or such earlier time as may be determined by the Initial Board.

62.3 A registrant’s term on the Initial Board does not count towards any term limit for Board members appointed to Subsequent Boards after the expiry of the term of the Initial Board.

62.4 Legacy members of the Initial Board shall assume the same position that they held

on the Legacy Board.

- 62.5 Where a vacancy occurs due to the resignation, removal or otherwise of a registrant member of the Initial Board who is not an officer, prior to the expiration of the term of the Initial Board, that vacancy may be filled with a registrant in good standing appointed by the Initial Board.
- 62.6 Where a vacancy occurs due to the resignation, removal or otherwise of an officer, that vacancy may be filled by the Initial Board with a member from amongst their number, in such manner as determined by the Initial Board.
- 62.7 A registrant appointed by the Initial Board to fill a vacant position of a registrant member on the Initial Board pursuant to Article 62.5 shall serve for the duration of the Initial Board's term. A registrant's replacement term on the Initial Board does not count towards any term limit for Board members appointed after the expiry of the term of the Initial Board.
- 62.8 The Initial Board shall develop and approve the Board competency matrix for the Subsequent Board prior to the expiry of the term of the Initial Board.
- 62.9 Notwithstanding Article 62.2, for the purpose of establishing a stagger in the terms of office for the registrant Board members appointed after the expiry of the term of the Initial Board, the Initial Board may establish a process to designate that, for one or more specified registrant Board member on the first Subsequent Board, their term of office is one (1) year, two (2) years, or three (3) years.
- 62.10 The designation by the Initial Board of a term of office for a registrant Board member under Article 62.9 is only effective if made:
- i. by a resolution of the Initial Board; and
  - ii. before the Initial Board appoints the registrant Board member.

## Schedule A - Approved Substances and Drugs for Immediate In-Office Use by those holding a Naturopath Direct Patient Care License (Bylaw 28.1.i)

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### Interpretation

Inclusion of a substance or drug on this Schedule does not, on its own, authorize a Registrant to obtain, possess, prepare, compound, dispense, or administer that substance or drug. The Registrant must also comply with all applicable legislation, NSCNR Standards of Practice, scope of practice requirements, Reserved Practice Permit requirements, manufacturer instructions, and individual competency requirements.

Where a substance appears with more than one route of administration, only those routes within the Registrant's authority, applicable permit, and competence may be used.

All substances and drugs listed in this Schedule are for immediate in-office use only, unless otherwise specified.

### Part 1 - IV Nutrients, Amino Acids, Vitamins, and Minerals

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
Amino Acid	Acetylcysteine	IV	IV nutrient infusion	Must be used with other amino acids.
Nutraceutical	Adenosine monophosphate	IV	IV nutrient infusion	
Nutraceutical	Adenosine triphosphate	IV	IV nutrient infusion	
Amino Acid	Alanine	IV	IV nutrient infusion	Must be used with other amino acids.
Nutraceutical	Alpha Lipoic Acid	IV	IV nutrient infusion	
Amino Acid	Arginine	IV	IV nutrient infusion	Must be used with other amino acids.
Vitamin	Ascorbic Acid (Vitamin C)	IV	IV nutrient infusion	
Amino Acid	Aspartic Acid	IV	IV nutrient infusion	Must be used with other amino acids.
Vitamin	Vitamin B1 (Thiamine)	IV or IM injection	IV/IM nutrient therapy	
Vitamin	Vitamin B2 (Riboflavin)	IV or IM injection	IV/IM nutrient therapy	
Vitamin	Vitamin B3 (Niacinamide)	IV or IM	IV/IM nutrient therapy	
Vitamin	Vitamin B5 (Pantothenic Acid)	IV or IM	IV/IM nutrient therapy	
Vitamin	Vitamin B6 (Pyridoxine)	IV or IM	IV/IM nutrient therapy	

<b>Drug / Substance Class</b>	<b>Name of Substance</b>	<b>Permitted Route(s) of Administration</b>	<b>Permitted In-Office Purpose</b>	<b>Additional Information</b>
Vitamin	Vitamin B12 in all forms	IV or IM or SC injection	IV/IM/SC nutrient therapy	
Vitamin	Biotin	IV	IV nutrient infusion	
Mineral	Calcium Chloride	IV	IV mineral therapy	
Nutraceutical	Calcium EDTA	IV	In-office procedural use	
Mineral	Calcium Gluconate	IV	IV mineral therapy	
Mineral	Calcium Glycerophosphate	IV	IV mineral therapy	
Nutraceutical	Choline	IV or IM	IV/IM nutrient therapy	
Mineral	Chromium	IV	IV mineral therapy	
Mineral	Copper Sulfate	IV	IV mineral therapy	
Mineral	Copper II Chloride	IV	IV mineral therapy	
Vitamin	Folate in all forms	IV or IM injection	IV/IM nutrient therapy	
Amino Acid	Glutamine	IV	IV nutrient infusion	Must be used with other amino acids.
Amino Acid	Glutamic Acid	IV	IV nutrient infusion	Must be used with other amino acids.
Nutraceutical	Glutathione	IV or IM	IV/IM nutrient therapy	
Amino Acid	Glycine	IV	IV nutrient infusion	Must be used with other amino acids.
Amino Acid	Histidine	IV	IV nutrient infusion	Must be used with other amino acids.
Nutraceutical	Inositol	IV or IM	IV/IM nutrient therapy	
Amino Acid	Isoleucine	IV	IV nutrient infusion	Must be used with other amino acids.
Amino Acid	L-Tryptophan	IV	IV nutrient infusion	
Amino Acid	Leucine	IV	IV nutrient infusion	Must be used with other amino acids.
Amino Acid	Levocarnitine and its salts	IV	IV nutrient infusion	
Amino Acid	Lysine	IV or IM	IV/IM nutrient therapy	Must be used with other amino acids.
Mineral	Magnesium Sulfate	IV or IM	IV/IM mineral therapy	
Mineral	Magnesium Chloride	IV or IM	IV/IM mineral therapy	

<b>Drug / Substance Class</b>	<b>Name of Substance</b>	<b>Permitted Route(s) of Administration</b>	<b>Permitted In-Office Purpose</b>	<b>Additional Information</b>
Mineral	Manganese	IV	IV mineral therapy	
Nutraceutical	Methionine	IV or IM	IV/IM nutrient therapy	
Mineral	Molybdenum	IV	IV mineral therapy	
Nutraceutical	MSM	IV	IV nutrient infusion	
Nutraceutical	Nicotinamide Adenine Dinucleotide	IV or SC injection	IV/SC nutrient therapy	
Amino Acid	Ornithine	IV	IV nutrient infusion	Must be used with other amino acids.
Amino Acid	Phenylalanine	IV	IV nutrient infusion	Must be used with other amino acids.
Nutraceutical	Phosphatidylcholine	IV	IV nutrient infusion	
Mineral	Potassium Chloride	IV	IV mineral therapy	Not more than 0.3 mEq/kg/hr; may not be administered on its own or by IV push.
Mineral	Potassium Phosphate	IV	IV mineral therapy	Not more than 0.3 mEq/kg/hr; may not be administered on its own or by IV push.
Amino Acid	Proline	IV	IV nutrient infusion	Must be used with other amino acids.
Mineral	Selenium	IV	IV mineral therapy	
Amino Acid	Serine	IV	IV nutrient infusion	Must be used with other amino acids.
Mineral	Sodium Bicarbonate	IV	IV mineral / buffer therapy	
Mineral	Sodium Iodide	IV	IV mineral therapy	Must be used with other minerals.
Mineral	Strontium and its salts	IV	IV mineral therapy	
Amino Acid	Taurine	IV	IV nutrient infusion	
Amino Acid	Threonine	IV	IV nutrient infusion	Must be used with other amino acids.
Amino Acid	Tyrosine	IV	IV nutrient infusion	Must be used with other amino acids.
Mineral	Vanadium	IV	IV mineral therapy	
Vitamin	Vitamin A	IV or IM	IV/IM vitamin therapy	
Vitamin	Vitamin D	IV or IM	IV/IM vitamin therapy	

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
Vitamin	Vitamin E	IV	IV vitamin therapy	
Vitamin	Vitamin K1	IM	IM vitamin therapy	
Mineral	Zinc Chloride	IV	IV mineral therapy	
Mineral	Zinc Sulphate	IV	IV mineral therapy	

## Part 2 - IV Fluids and Injection Fluids

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
IV Fluid	Dextrose	IV, IM, intra-articular, extra-articular, SC, intradermal	In-office procedural use	
Injection Fluid	Dextrose D50W	Intra-articular	Prolotherapy	
IV Fluid	Lactated Ringer's Solution	IV	IV fluid therapy	
Injection Fluid	Mannitol 25%	SC	Perineural injection fluid	
IV Fluid	Ringer's Solution (sodium, chloride, potassium and calcium)	IV	IV fluid therapy	
IV Fluid	Saline Solution	IV	IV fluid therapy	
IV Fluid	Sodium Chloride	IV	IV fluid therapy	IV with MAH.
Mineral	Sodium Citrate	SC, IM, IV, intra-articular	In-office procedural use	
IV Fluid	Sterile Water	IV	IV fluid therapy	Isotonic - must become hypertonic before injection.

## Part 3 - Iron Preparations

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
Iron	Ferric derisomaltose	IV	In-office iron infusion	
Iron	Ferric gluconate	IV	In-office iron infusion	
Mineral	Ferrous Sulphate	IM	Iron therapy	Use Z track.
Iron	Iron sucrose	IV	In-office iron infusion	

<b>Drug / Substance Class</b>	<b>Name of Substance</b>	<b>Permitted Route(s) of Administration</b>	<b>Permitted In-Office Purpose</b>	<b>Additional Information</b>
Iron	Saccharated Iron Oxide	IV	In-office iron infusion	Product-specific entry.
Iron	Ferric Sodium Gluconate Complex	IV	In-office iron infusion	Product-specific entry.
Iron	Ferric Derisomaltose	IV	In-office iron infusion	Product-specific entry.

#### **Part 4 - Corticosteroids and Procedural Injection Medications**

<b>Drug / Substance Class</b>	<b>Name of Substance</b>	<b>Permitted Route(s) of Administration</b>	<b>Permitted In-Office Purpose</b>	<b>Additional Information</b>
Medication / Corticosteroid	Betamethasone	IM or intra-articular	In-office corticosteroid injection	
Medication	Bupivacaine	IM	In-office procedural use	
Medication / Corticosteroid	Dexamethasone	IM and intra-articular	In-office corticosteroid injection	Prohibited from ophthalmic applications
Medication	Heparin	SC, IM, IV, intra-articular	In-office procedural use	Limited for use with PRP and MAH/Ozone with associated Reserved Practice Permit
Nutraceutical	Hyaluronidase	SC	In-office procedural use	
Medication / Corticosteroid	Hydrocortisone	IM and intra-articular	In-office corticosteroid injection	
Medication	Lidocaine	IV, IM, intra-articular, extra-articular, SC, intradermal	In-office procedural use	
Nutraceutical	Methylene Blue	IV	In-office procedural use	
Medication / Corticosteroid	Methylprednisolone / Methylprednisolone acetate	IM or intra-articular	In-office corticosteroid injection	
Medication	Ondansetron	IV	Nausea	
Nutraceutical	Phosphatidylcholine with Deoxycholate	SC	In-office procedural use	
Medication	Procaine	SC, IM, IV, intra-articular, extra-articular, intradermal	In-office procedural use	

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
Medication / Corticosteroid	Triamcinolone acetonide / Triamcinolone hexacetonide	IM and intra-articular	In-office corticosteroid injection	
Corticosteroids	Methylprednisolone acetate (Depo-Medrol®)	IM or intra-articular	In-office corticosteroid injection	Product-specific entry.
Corticosteroids	Triamcinolone acetonide (Kenalog®)	IM and intra-articular	In-office corticosteroid injection	Product-specific entry.
Corticosteroids	Triamcinolone hexacetonide (Aristospan® / Trispan®)	IM and intra-articular	In-office corticosteroid injection	Product-specific entry.
Corticosteroids	Betamethasone (Celestone Soluspan®)	IM or intra-articular	In-office corticosteroid injection	Product-specific entry.
Corticosteroids	Dexamethasone	IM and intra-articular	In-office corticosteroid injection	Product-specific entry.
Corticosteroids	Hydrocortisone	IM and intra-articular	In-office corticosteroid injection	Product-specific entry.

## Part 5 - Viscosupplementation / Hyaluronan Products

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
Nutraceutical / Hyaluronan	Hyaluronic Acid	IV and intra-articular	In-office viscosupplementation / procedural use	
Hyaluronan / Viscosupplementation	Durolane	Intra-articular	In-office viscosupplementation injection	Product-specific entry.
Hyaluronan / Viscosupplementation	Cingal	Intra-articular	In-office viscosupplementation injection	Product-specific entry.
Hyaluronan / Viscosupplementation	Monovisc	Intra-articular	In-office viscosupplementation injection	Product-specific entry.
Hyaluronan / Viscosupplementation	Synvisc / Synvisc-One	Intra-articular	In-office viscosupplementation injection	Product-specific entry.
Hyaluronan / Viscosupplementation	Orthovisc	Intra-articular	In-office viscosupplementation injection	Product-specific entry.

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
Hyaluronan / Viscosupplementation	SportVis	Intra-articular	In-office viscosupplementation injection	Product-specific entry.

## Part 6 - Emergency Medications

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
Emergency Medication	Atropine	IV	In-office emergency use	For use only during in-office emergency.
Emergency Medication	Diphenhydramine Hydrochloride	IV or IM	In-office emergency use	For use only during in-office emergency.
Emergency Medication	Epinephrine Hydrochloride	IM or SC	In-office emergency use	For use only during in-office emergency.

## Part 7 - Biologics / Specialized Procedures

Drug / Substance Class	Name of Substance	Permitted Route(s) of Administration	Permitted In-Office Purpose	Additional Information
Other	Autologous blood products (PRP)	IV, IM, intra-articular, extra-articular, SC, intradermal	In-office procedural use	Requires applicable Reserved Practice Permit.
Nutraceutical	DMPS	IV	In-office procedural use	
Nutraceutical	DMSA	IV	In-office procedural use	
Nutraceutical	DMSO	IV	In-office procedural use	
Nutraceutical	EDTA	IV	In-office procedural use	
Nutraceutical	Hydrochloric Acid	IV	In-office procedural use	
Nutraceutical	Hydrogen Peroxide 3%	IV	In-office procedural use	
Other	Ozone	IV, IM, intra-articular, extra-articular, SC, intradermal	In-office procedural use	Requires applicable Reserved Practice Permit.
Nutraceutical	Viscum Album	IV or SC injection or intra-articular	In-office procedural use	Used for arthritis.

