

ARKANSAS REGISTER

Proposed Rule Cover Sheet



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ARKANSAS STATE BOARD OF HEALTH



Adopted Rules & Regulations
For Massage Therapy in Arkansas
REVISED: August 201619

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Article One Section 1 Authority and Purpose

1. Authority - The following Rules ~~and Regulations~~ for Massage Therapy in Arkansas are duly adopted and promulgated by the Arkansas Board of Health pursuant to the authority expressly conferred by the laws of the State of Arkansas including, without limitation, the Massage Therapy Act, specifically Ark. Code Ann. § 17-86-203(a).

2. Purpose - These Rules are prepared for the purpose of establishing standards to regulate the vocation of massage therapy, to provide for the licensing of persons to carry on and to teach such vocation, to regulate the conduct and sanitation of massage therapy clinics, Massage Therapy schools, and Massage Therapy postsecondary schools so as to prevent the spreading of communicable diseases and, to provide penalties for violation thereof.

Article Two Section 2 Principles, Methods and Definitions

Terms found in Arkansas Code §17-86-102 are descriptive rather than limiting, and massage therapy includes those techniques which are utilized in all phases of massage and bodywork for the purposes of relaxation, stress reduction, pain relief, injury prevention, injury repair, postural improvement and/or health enhancement.

1. **Assist** ~~is defined as a means~~ acting as an aide to a master massage therapist or massage therapy instructor.
2. **Board** ~~refers to means~~ the Arkansas State Board of Health.
3. **Continuing Education** ~~is defined as means~~ education that is acquired after an individual has graduated and become licensed as a massage therapist.
4. **Cupping Therapy for massage** means a modality used to release rigid soft tissues, through the application of a non-heated device that creates suction to lift the tissue away from the body.
5. **Department** ~~refers to means~~ the Arkansas Department of Health.

6. **Direct supervision** ~~is defined as~~ means being in the physical presence of a licensed master massage therapist or massage therapy instructor.
7. **Guest Instructor** ~~is defined as~~ means a qualified speaker or presenter, ~~who does not teach more than sixteen (16) clock hours in a school curriculum.~~
8. **“Licensee”** means an individual licensed under the Massage Therapy Act and these Rules ~~and Regulations~~.
9. (A) **“Massage therapist”** means a person who has:
- (i) Earned a diploma from a Board-accepted school of massage therapy;
 - (ii) Passed an examination required or accepted by the Board; and
 - (iii) Become licensed and registered to practice massage therapy.
- (B) “Massage therapist” includes a person who has previously obtained the massage therapist license under prior state law.
- (C) A massage therapist may:
- (i) Instruct continuing education programs approved by the Department of Health; and
 - (ii) Assist in the instruction of the procedures listed in the definition of Massage Therapy under the direct supervision of a massage therapy instructor or master massage therapist.
10. (A) **“Massage therapy”** means the treatment of soft tissues, which may include skin, fascia, and muscles and their dysfunctions for therapeutic purposes of establishing and maintaining good physical condition, comfort, and relief of pain.
- (B) “Massage therapy” is a health care service that includes gliding, kneading, percussion, compression, vibration, friction, nerve strokes, and stretching the tissue.
- (C) “Massage therapy” also means to engage in the practice of any of the following procedures:
- (i) Massage therapy techniques and procedures, ~~either hands-on or with mechanical devices;~~
 - (ii) Therapeutic application and use of oils, herbal or chemical preparations, lubricants, nonprescription creams, lotions, scrubs, powders, and other spa services;
 - (iii) Therapeutic application of hot or cold packs;
 - (iv) Hydrotherapy techniques, which means the use of water in any form for therapeutic purposes and includes methods of full and partial immersion baths, whirlpools, sponging, sprays, body shampoos, body scrubs, body wraps, fomentations, compresses, poultices,

packs, masks, steam treatments, and sauna treatments.

(v) Heliotherapy, which may include mechanical devices, heat lamps, and other devices;

~~(a) Heliotherapy means~~ with the use of light for therapeutic purposes and may consist of the use of infrared radiation lamps and devices and the various uses of other light that might be approved by the Department.

(vi) Electrotherapy; which means the use of electrical devices for therapeutic purposes and may consist of the use of mechanical vibrators, electric stimulation, direct and alternating currents, interferential currents, micro currents, and Russian stimulation.

~~Therapists must demonstrate training in the use~~^[KK1] ~~of electrical devices other than simple mechanical vibrators and present qualifications acceptable to the Department before using such devices.~~

(vii) Any hands-on bodywork techniques and procedures rising to the level of the techniques and procedures intended to be regulated under ~~this chapter~~ the Massage Therapy Act and not covered under specific licensing laws of other boards;

(D) The following are not included in the scope of massage therapy practice:

(i) Colonic irrigation and other methods of internal hydrotherapy;

(ii) Depilation, waxing, extractions, and electrolysis;

(iii) Practices involving the use of ultrasound, unless the therapist can present educational qualifications acceptable to the Department and a licensed physician prescribes the treatment;

iv) Piercing, lancing, or penetrating the skin.

11. "Massage Therapy Act" means Arkansas Code § 17-86-101 et. seq.

10-12. **"Massage therapy clinic"** means a clinic, place, premises, building, or part of a building in which a branch or any combination of branches of massage therapy or the occupation of a massage therapist is practiced;

14-13. (A) **"Massage therapy instructor"** means a person who:

(i) Before July 1, 2010, has completed no less than two hundred fifty (250) hours of practical experience as a master massage therapist, which may be gained, in part or in whole, as an assistant to an instructor in a massage school or may be gained, in part or in whole, as a directed instructor in a massage school and has completed no less than two hundred fifty (250) continuing education hours as approved by the Department;

(ii) On or after July 1, 2010, has been an active and practicing licensee and registered as a master massage therapist for a period

of not less than three (3) years preceding the application for an upgrade to massage therapy instructor;
(iii) On or after July 1, 2010, in addition to the experience under subdivision (6)(A)(i) of this section, has completed no less than two hundred fifty (250) continuing education hours as approved by the Department as a licensed master massage therapist; and
(iv) Is determined by the Department to be qualified to be licensed and registered to practice massage therapy.

(B) "Massage therapy instructor" includes a person who has previously obtained the massage therapy instructor license under prior state law.

(C) Massage therapy instructors may:

- (i) Instruct continuing education programs approved by the Department;
- (ii) Instruct any of the procedures in subdivision (5) of this section; and
- (iii) Instruct basic curricula in a massage therapy school registered by the department as required by § 17-86-306(e);

12.14. "Massage Therapy School" means a registered and licensed facility that meets and follows the required educational standards as established by § 17-86-306 and all pertinent rules established by the State Board of Health.

13.15. "Massage Therapy Spa" means a site or premises, or portion of a site or premises, in which a massage therapist practices massage;

14.16. (A) "Master massage therapist" means a person who:

- (i) Before July 1, 2010, is a licensed and registered massage therapist who has completed no fewer than two hundred fifty (250) hours of practical experience as a massage therapist, which may be gained in part or in whole as an assistant to an instructor in a massage school and has completed no less than one hundred twenty-five (125) continuing education hours as approved by the Department of Health;
- (ii) On or after July 1, 2010, has been an active and practicing licensee and registered as a massage therapist for a period of not less than two (2) years preceding the application for an upgrade to master massage therapist;
- (iii) On or after July 1, 2010, in addition to the experience under subdivision (14) (A)(i) of this section, has completed no less than one hundred twenty-five (125) continuing education hours as approved by the Department of Health; and
- (iv) Is determined by the Department of Health to be qualified to be licensed and registered to practice massage therapy.

(B) “Master massage therapist” includes a person who has previously obtained the master massage therapist license under a prior state law.

(C) Master massage therapists may:

- (i) Instruct continuing education programs approved by the Department of Health;
- (ii) Instruct any of the procedures listed in the definition of massage therapy in this section; and
- (iii) Instruct, as directed by a massage therapy instructor, basic curricula in a massage therapy school registered by the Department of Health as required by § 17-86-306(e);

17. “NCBTMB” means National Certification Board of Therapeutic Massage and Bodywork....

18. “Passing grade” means a score of seventy (70%) percent or better.

~~**15. Postsecondary Massage Therapy School** means a massage therapy school that offers a postsecondary curriculum approved by the State Board of Health and whose enrollment is made up of only students with a high school diploma or its equivalent.⁴~~

19. “Postsecondary massage therapy school” means a massage therapy school that:

(A) Offers a postsecondary curriculum approved by the State Board of Health^{KK2}; and

(B) Has an enrollment in which no more than fifty percent (50%) of its students do not have a diploma or the recognized equivalent of a high school diploma.

~~**16-20. “Sexual misconduct” includes:**~~

(A) A range of behavior used to obtain sexual gratification against another's will, at the expense of another, without the client's knowledge, engaging in sexual activity for profit, or a combination of any of these activities;

(B) Massage of the genitalia, anus, and, except under specific circumstances, the breast; and

(C) Sexual activity with consent of a client or at the request of a client.

⁴~~The Definition of Postsecondary Massage Therapy Schools complies with 34 C.F.R. 600 and is required to ensure continued Title VI funding for Postsecondary Massage Therapy Schools in Arkansas.~~

Article ThreeSection 3

Policies & Procedures

1. The Department designates all forms and letters ~~_to accompany requests such as applications for licensure, licensing renewals, applications for upgrades to master, massage therapy instructor, continuing education program applications, school applications, satellite school applications, school renewals, school and/or clinic inspections, and any other such forms and letters,~~ as necessary.

2.

The Massage Therapy Technical Advisory Committee (MTTAC) may meet on a ~~pre-determined~~ quarterly basis and at other times as deemed necessary by the Department and follows all requirements of the Freedom of Information Act and all other applicable State laws in conducting such meetings.

- a. ~~The MTTAC may adopt Robert's Rules of _____ Order or such other procedures or methodologies, as it _____ deems necessary.~~

~~b(A).~~ The MTTAC shall consist of seven (7) members, who shall be appointed by the Board for a term of three (3) years. The composition of the MTTAC shall be as follows:

- (i) Six (6) shall be licensees under the Massage Therapy Act;
- (ii) Only one (1) shall be an owner of a massage therapy school; and
- (iii) One (1) member, to represent the public, shall not be engaged in or retired from the practice of massage therapy.

~~c(B).~~ The powers and duties of the MTTAC are as follows:

- (i) Recommend rule changes to the Board;
- (ii) Recommend CEU approval to the Department;
- (iii) Hold initial hearings and determinations ~~_for school and spa/clinic inspections~~ as described in ~~Article Four; Section 4.~~

3. ~~Applications to the Department continuing education program courses and all r~~Requests ~~from members of the public~~ for items to be placed on the MTTAC's agenda must be submitted to the Department of Health's Massage Therapy Section in writing ~~by mail or email and postmarked or sent~~ at least ~~thirty (30)~~fourteen (14) days prior to the applicable MTTAC meeting.

4. A copy of the Massage Therapy Act and a copy of the latest adopted Rules ~~and Regulations~~ shall be posted on the Department of Health's website and available for download.

5. An applicant applying as a new massage therapy licensee, an individual applying for a new massage therapy school license, or a licensee applying for an upgrade issued by the Department shall apply to the Identification Bureau of the Arkansas State Police for a state and federal criminal background check to be conducted by the Identification Bureau and the Federal Bureau of Investigation.

(A) The state and federal criminal background check shall conform to applicable federal standards and shall include the taking of fingerprints;

(B) The applicant shall sign a release of information to the Department and shall be responsible for the payment of any fees associated with the state and federal criminal background check;

(C) Each applicant who has resided outside of Arkansas shall provide a state and federal criminal background check, including the taking of fingerprints, issued by the state or states in which the applicant resided.

(D) Results shall be sent directly to the Department from the agency performing the state and federal criminal background check.

6. The MTTAC may deny, suspend, place on probation, or revoke a license if a licensee or applicant has pleaded guilty or nolo contendere to or been found guilty of any felony listed under Ark. Code Ann. §17-3-102.

7. Pre-Licensure Criminal Background Check

(A) Pursuant to Act 990 of 2019, an individual may petition for a pre-licensure determination of whether the individual's criminal record will disqualify the individual from licensure and whether a waiver may be obtained.

(B) The individual must obtain the pre-licensure criminal background check petition form from the Department.

(C) The Department will respond with a decision in writing to a completed petition within a reasonable time.

(D) The Department's response will state the reasons for the decision.

(E) All decisions of the Department in response to the petition will be determined by the information provided by the individual.

(F) Any and all decisions made by the Department in response to a pre-licensure criminal background check petition are not subject to appeal.

(G) The Department will keep and maintain a copy of the petition and response, which will be reviewed during the formal application process.

8. Waiver Request:

(A) If an individual has been convicted of a felony listed in A.C.A. § 17-2-102, the Department may waive disqualification of a potential applicant or revocation of a license based on the conviction if a request for a waiver is made by:

(i) An affected applicant for a license; or

(ii) An individual holding a license subject to revocation.

(B) The Department may grant a waiver upon consideration of the following, without limitation:

(i) The age at which the offense was committed;

(ii) The circumstances surrounding the offense;

(iii) The length of time since the offense was committed;

(iv) Subsequent work history since the offense was committed;

(v) Employment references since the offense was committed;

(vi) Character references since the offense was committed;

(vii) Relevance of the offense to the occupational license; and

—(viii) Other evidence demonstrating that licensure of the applicant does not pose a threat to the health and safety of the public.

(C) A request for a waiver, if made by an applicant, must be in writing and accompany the completed application and fees. A request for waiver, if made by a licensee, must be in writing.

(D) The Department will respond with a decision in writing and will state the reasons for the decision.

(E) Appeals under this section will be subject to the Administrative Procedures Act §25-15-201 et seq.

~~7. Unless waived by the Department of Health, no applicant is eligible to receive or hold a license issued by the Department if the applicant has pleaded guilty or nolo contendere to or been found guilty of a felony or Class A misdemeanor or any offense involving fraud, theft, dishonesty, sexual misconduct, sexual solicitation, lewd behavior, child abuse or molestation, statutory rape, sexual assault, human trafficking, or other violent crime.~~

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~~a. The Department, at its sole discretion, and upon written request from the applicant, may consider waiver of the bar to eligibility to licensure as provided in Ark. Code Ann. § 17-86-203(e)-(h).~~

~~b. If the Department waives the bar to eligibility, the Department must submit the reasons for waiving the bar to eligibility in writing, and the determination and reasons shall be made available to members of the Department for review.~~

~~8-9.~~ Applicants for licensure are considered who have completed and graduated with a minimum of five (500) in-classroom hours of massage therapy classes, or proof is given of completion of the specific classes and hours taken as required in Arkansas massage schools.

i. Each course must be a passing grade of seventy-five (75) percent or higher.

~~9. Individuals who perform "rubdowns" or apply tanning lotions, oils, or apply other substances over the body of clients must hold a current massage license or a license from another discipline and are allowed to use only such procedures as are within the limits of their respective licenses and scope of practice.~~

~~i. Each service performed without a massage license will constitute a violation of Ark. Code Ann. § 17-86-101 and may be subject to penalties under Ark. Code Ann. § 17-86-103.~~

~~10. As a part of the original approval process, the Department considers only U.S. State-approved medical doctors, nurse practitioners and departments of health, and their equivalents, as qualified health care providers for purposes of certifying health compliance. A copy of the verifiable statement or health card issued by such providers indicating that the holder is free from contagious tuberculosis must be provided and meet the requirements of Arkansas Code 17-86-303(a)(6).~~

Article Four Section 4 **Complaints & Proceedings Enforcement**

(A) Complaints against a person, a clinic/spa, or a massage therapy school or postsecondary massage therapy school.

1. Consumer Information:

(A) A copy of the most recent inspection sheet shall be posted in a conspicuous area.

(B) All Massage Therapy schools, Massage Therapy postsecondary schools, Massage therapist licenses, Master massage therapist license and Massage instructor licenses and spa and clinic registration letter shall be conspicuously posted in a designated place in reception areas, outside individual work rooms, or in the clinic area.

(C) A copy of the online complaint website and phone number for the Arkansas Department of Health Cosmetology and Massage Therapy Section shall be posted in a designated place in reception area, outside individual work rooms, or in the clinic area.

2. Inspections:

Initial, routine and complaint inspections are conducted to ensure compliance with the licensing law and rules. Any inspector shall have the authority to enter into and inspect any massage therapy spa, clinic or school at any time during business hours. Massage Therapy spas or clinics are inspected at least annually but not limited to, to ensure compliance with the licensing law and rules promulgated by the Board unless complaints are received by the Department. The inspectors examine licenses; inspect buildings and equipment; report violations of the law or rules; investigate complaints; - and perform initial inspections of new spas, clinics and schools.

3. Complaints:

~~(A1)~~ Any person may file a complaint against any of the following: a person who practices massage therapy, massage therapy clinic/spa, massage therapy school or postsecondary massage therapy school ~~licensed by the Board~~ on any of the grounds for disciplinary action provided in § 17-86-311(a) of the Massage Therapy Act.

~~(2B)~~ Official complaints must be made in writing within ninety (90)-days from the date of infraction. ~~The accusations must be in writing, signed by the accuser, and verified under oath.~~

~~(3C)~~ Complaints will be investigated by ~~one (1) member of the MMTAC with the assistance of~~ the Department and its staff.

~~(D).~~ The Department has the authority to investigate all such written complaints, investigate and refer to the MTTAC any information that comes to their attention constituting reasonable belief that a violation of law or rule has occurred.

(4) Hearings

(A) If findings are made against a licensee, clinic/spa, or massage therapy school or postsecondary massage therapy school, a hearing shall be held by the MTTAC.

(a(i)) The MTTAC will hold any necessary hearings at the regular quarterly meetings.

(b(ii)) Appeals of MTTAC findings may be heard by the State Board of Health.

~~(5)(B)~~ For the purpose of adjudicative hearings on complaints, the Department shall comply with the Arkansas Administrative Procedures Act, § 25-15-201 et. seq.

~~(6) The Department has the authority and obligation to investigate all such written~~^[KK3] ~~complaints, investigate and refer to the MTTAC any information that comes to their attention constituting reasonable belief that a violation of law or rule has occurred.~~

Article Five **Licensing Section 5 Examinations and Renewals**

1. The Department may administer an examination of its own preparation as the State licensing examination for Arkansas massage therapists, to be administered at the time and place the Department so designates.

2. The Department will accept ~~the Federation of State Massage Therapy Board Massage and Bodywork Licensing Exam (MBLEx)~~, in lieu of the State licensing examination provided that the applicant passes a Department examination that verifies their knowledge of the Massage Therapy Act and of these rules ~~and regulations~~ that govern the practice of massage therapy in the State;

(A) Federation of State Massage Therapy Board Massage and Bodywork Licensing Exam (MBLEx)

(B) National Certification Examination for Therapeutic Massage (NCETM)

(C) National Certification Examination for Therapeutic Massage & Bodywork (NCETMB)

2.3. In the instance of multiple exams, the Department reserves the right to ~~choose specific exams~~ approve additional exams that are equivalent to those listed in Section 5, number 2.

3.4. The Department may, at its discretion, require a practical examination and may publish guidelines for the examination so that applicants might have insight into what would be expected to be demonstrated.

~~a. The Department determines the location for practical examinations~~

~~b. Guidelines for massage and draping techniques will be tested at all locations.~~

- ~~1. The Department will be testing the draping of unclothed clients.~~
- ~~a. However, exceptions may be allowed for documented medical or religious reasons.~~
5. Every massage therapy license, active or inactive, is valid for a period of ~~KK4~~ two (2) years and expires on the licensee's birthday.
- a. The licensee must submit the following for renewal of his or her license: a completed license renewal application, payment of the appropriate fees and documented proof of no fewer than eighteen (18) hours of continuing education that have been approved in accordance with Article Six.
- b. A renewal application must be postmarked on or before the first day of the month preceding the month in which the licensee's birthday falls in the biennial renewal year.
- Example: Joe's birthday is June 14th and his license expires in 2011. His renewal application must be postmarked on or before May 1, 2011.*
- c. A renewal application postmarked after the first day of the month preceding the month in which the licensee's birthday falls shall be charged a late fee of twenty-five dollars (\$25.00) in addition to renewal fees.
- d. A license is expired if application is postmarked after the birthday of the licensee in the biennial renewal year.
- (1) Before the Department issues a new license to an applicant with an expired license, the applicant shall:
- (a) Submit a new application that requires the applicant to meet current requirements; and
- (b) Successfully complete an examination recognized by the Department of Health.
6. Renewal application forms will be mailed out the first of the month preceding the month they are due.
7. Any individual licensee who is currently not practicing and wishes to place his or her license on the inactive list shall:
- a. Submit a renewal application for inactive status every two (2) years, even if remaining inactive.

- b. Surrender his or her current license to the Department of Health office.
 - c. Not practice massage therapy during the time licensee is on the inactive list.
 - d. Not remain on the inactive list for a period to exceed four (4) years without reexamination.
 - e. An individual who has been placed on the inactive list for fewer than four (4) years and wishes to reactivate licensure shall follow the procedures for license renewal, present satisfactory evidence of completion of continuing education hours for the inactive period and pay all appropriate fees before resuming active practice of massage therapy.
 - f. An individual who passes the four (4) year time allotment shall be considered to have an expired license and must meet the current requirements for licensure and successfully complete an examination recognized by the Department before resuming active practice of massage therapy.
8. Persons practicing with an expired license may be referred for prosecution or civil action for practicing without a license and penalties of Arkansas Code § 17-86-103 may be applied.

Section 6

Reciprocity, Temporary Licensure and Military Licensure.

Reciprocity under Act 1011 of 2019.

1. Reciprocity

- (A) Required Qualifications. An applicant applying for reciprocal licensure shall meet the following requirements:
 - (i) The applicant shall hold a substantially similar license in another United States jurisdiction.
 - (a) A license from another state is substantially similar to an Arkansas Massage Therapy license if the other state's licensure qualifications require:
 - i. Completed and graduated with a minimum of five (500) in-classroom hours of massage therapy classes, or proof is given of completion of the specific classes and hours taken as required in Arkansas massage schools as required by Ark. Code Ann. § 17-86-306(e).

(b) The applicant shall hold his or her occupational licensure in good standing;

(c) The applicant shall not have had a license revoked for:

i. An act of bad faith; or

ii. A violation of law, rule, or ethics;

(d) The applicant shall not hold a suspended or probationary license in a United States jurisdiction;

(B) The applicant shall be sufficiently competent in the Massage Therapy and

(C) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination.

2. Required documentation. An applicant shall submit a fully-executed application, the required fee, and the documentation described below.

(A) As evidence that the applicant's license from another jurisdiction is substantially similar to Arkansas, the applicant shall submit the following information:

(i) Evidence of current and active licensure in that state. The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website and;

(ii) Evidence that the other state's licensure requirements match those listed in 1. (A) (i) (a) The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website.

(B) To demonstrate that the applicant meets the requirements in 1. (A) (i) (b) through (d), the applicant shall provide the Department with:

(i) The names of all states in which the applicant is currently licensed or has been previously licensed;

(ii) Letters of good standing or other information from each state in which the applicant is currently or has ever been licensed showing that the applicant has not had his license revoked for the reasons listed in 1. (A) (i) (c) and does not hold a license on suspended or probationary status as described in 1. (A) (i) (d) The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website.

(C) As evidence that the applicant is sufficiently competent in the field of Massage Therapy, an applicant shall:

(i) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination.

(ii) Submit three (3) letters of recommendation from former employers, former educators, or clients.

(D) Documents required to show compliance with least restrictive Requirements:

- (i) A valid photo identification or driver's license, or both; and
- (ii) A social security card issued in the same name as the applicant or licensee.
- (iii) Present a high school diploma, Certificate of General Educational Development, or college transcript and credentials issued by a department-accepted massage therapy school or a like institution with no less than five hundred (500) in-classroom hours of instruction.
- (iv) An applicant shall have the massage therapy school submit the transcript directly to the department office.

(a) If the applicant's transcript is not obtainable from the original school, the applicant shall submit a statement to explain why it may not be obtained.

(b) Other documentation of credentials may be submitted and accepted for licensure at

(v) Furnish to the department satisfactory proof of passing an examination recognized and approved by the department;

(E) (A) An out-of-state applicant holding a current massage therapy license issued by another state and after receiving an Arkansas massage therapy license may apply for an upgrade to master massage therapist or massage therapy instructor by providing appropriate continuing education credits and experience gained before Arkansas licensure for department approval.

(B) An upgrade request shall be made by submitting a complete application package and paying the fees required by this chapter.

2. Temporary License

(A) The Department shall issue a temporary license immediately upon receipt of the application, the required fee, and the documentation required under 2. (A) (i) and (ii).

(B) The temporary license shall be effective for 90 days, unless the Department determines that the applicant does not meet the requirements in Reciprocity sections (A), (B), (C), and (D) in which case the temporary license shall be immediately revoked.

(C) An applicant may provide the rest of the documentation required above in order to receive a license, or the applicant may only provide the information necessary for the issuance of a temporary license.

3. License for person from state that doesn't license profession pursuant to Act 1011 of 2019.

(A) Required Qualifications. An applicant from a state that does not license Massage Therapy shall meet the following requirements:

(i) The applicant shall be sufficiently competent in Massage Therapy; and

(ii) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination.

(iii) Submit three (3) letters of recommendation from former employers, former educators, or clients

(B) Required documentation. An applicant shall submit a fully-executed application, the required fee, and the documentation described below.

(i) As evidence that the applicant is sufficiently competent in the field of Massage Therapy an applicant shall:

(a) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination.

(b) Submit three (3) letters of recommendation from former employers, former educators, or clients

(ii) A valid photo identification or driver's license, or both; and

(iii) A social security card issued in the same name as the applicant or licensee.

(iv) Present a high school diploma, Certificate of General Educational Development, or college transcript and credentials issued by a department-accepted massage therapy school or a like institution with no less than five hundred (500) in-classroom hours of instruction.

(v) An applicant shall have the massage therapy school submit the transcript directly to the department office.

(a) If the applicant's transcript is not obtainable from the original school, the applicant shall submit a statement to explain why it may not be obtained.

(b) Other documentation of credentials may be submitted and accepted for licensure at

(vi) Furnish to the department satisfactory proof of passing an examination recognized and approved by the department;

4. Reciprocity and state-specific education pursuant to Act 1011 of 2019.

(A) The Department shall require an applicant to take no less than five hundred (500) in-classroom hours of instruction department-accepted massage therapy school or a like institution if the applicant is licensed in another state that does not offer reciprocity to Arkansas residents that is similar to reciprocity provided to out-of-state applicants in A.C.A. § 17-1-108.

(B) Reciprocity in another state will be considered similar to reciprocity under A.C.A. § 17-1-108 if the reciprocity provisions in the other state:

(i) Provide the least restrictive path to licensure for Arkansas applicants;

(ii) Do not require Arkansas applicants to participate in the apprenticeship, education, or training required as a prerequisite to licensure of a new professional in that state, except that the state may require Arkansas applicants to participate in continuing education or training that is required for all professionals in that state to maintain the licensure.

(iii) Do not require Arkansas applicants to take a state-specific education unless required to do so under the same conditions described in A.C.A. § 17-1-108.

5. Military licensure under Act 820 of 2019

(A) As used in this subsection, “returning military veteran” means a former member of the United States Armed Forces who was discharged from active duty under circumstances other than dishonorable.

(B) As used in this subsection “automatic licensure” means granting the occupational licensure without an individual having met occupational licensure requirements provided under this title or by the rules of the occupational licensing entity.

(C) The Department shall grant automatic licensure to an individual who holds a substantially equivalent license in another U.S. jurisdiction and is:

1. An active duty military service member stationed in the State of Arkansas;
2. A returning military veteran applying for licensure within one (1) year of his or her discharge from active duty; or
3. The spouse of a person under (B)1 or 2 above.

C. The Department shall grant such automatic licensure upon receipt of all the below:

1. Payment of the initial licensure fee;
2. Evidence that the individual holds a substantially equivalent license in another state; and
3. Evidence that the applicant is a qualified applicant under Section B.

Article Six **Section 7** **Continuing Education**

All courses for continuing education must fall ~~under~~ within the scope of practice of massage therapy. ~~practice as relates to the definition of massage therapy found in Article Two.~~

1. Courses, demonstrations and workshops offered within the State of Arkansas must be submitted to the Department for prior approval for continuing education credits unless approved by NCBTMB, AMTA, or ABMP.
- 2) For the purpose of renewing or upgrading a license, credits may be approved for courses that are:
 - a. Pre-approved by the Department; or
 - b. Officially transcribed ~~college level~~ courses from a U.S. Department of Education approved and accredited postsecondary institution completed with a passing grade ~~of C or higher~~ in anatomy, physiology, kinesiology, biomechanics, pathology, medical terminology or other related courses within the scope of practice ~~as of massage therapy; or defined in Article Two and accepted by the Department;~~
 - c. Out of state continuing education courses that fall within the scope of practice of massage therapy that are approved by ~~with prior~~

~~approval of another state agency that oversees of
massage therapy or certified professional massage therapy
agencies as relates to the definition of massage therapy in
Article Two. NCBTMB, AMTA, or ABMP.~~

d. Courses falling outside above guidelines may be submitted for consideration.

3) Home study and online courses may be approved by the Department providing all the following criteria are met:-

a) The course is pre-approved by the Department, NCBTMB, AMTA, or ABMP. ~~or another state agency regulating massage therapy or certified professional massage therapy agency.~~ The course must fall within the scope of practice ~~as defined in Article Two of massage therapy. of these rules and regulations.~~

b) The course content cannot be in a ~~must be in a non~~ hands-on subject matter.

c)

~~d)~~ The course or courses cannot comprise more than six (6) of the total eighteen (18) continuing education hours needed for biannual renewal and cannot be repeated for renewal or upgrade purposes.-

4) a) Each course requesting Department approval must present all required information on the forms prescribed by the Department ~~-i and be accompanied~~ with appropriate fees.

b) Courses must be relevant to the field of massage therapy as defined in ~~Article Two~~ Section 2- of these rules;

c) Courses must have the following: ~~written, clearly defined learning objectives~~ ~~subject matter and teaching methods.~~

i) proposed title

ii) schedule of course

iii) learning outcomes

iv) session description

v) relevance of course

vi) program content/time frame

vii) teaching strategies

viii) learning environment

d) Courses must be instructed by a person who meets one of the following:

i. Has completed specialized related training.

A. For every one hour of CE to be taught the instructor must have 5 hours of specialized related training.

A.B.

C. The Department may give credit for extensive experience teaching the course, related courses, or years employed in the field.

ii. ~~or~~ has obtained instructor credentials specific to the practice;;

iii. ~~or~~ has discovered and/or developed massage techniques; ~~and who~~ has a minimum of two (2) years practical experience related to the subject.

e) ~~, and who m~~Meets at least two (2) of the following criteria:

i. Holds a current Arkansas massage therapist license;

ii. Graduated from a massage therapy school or postsecondary massage therapy school approved by the Department or ~~one a school which has with~~ a comparable in-classroom five hundred (500) hours curriculum;

~~3. Graduated from a postsecondary massage therapy school approved by the Department or one which has a comparable in-classroom six hundred (600) hours curriculum;~~

iii. Holds a minimum of a bachelor's degree with a major in a subject related to the content of the program offered;

iv. Presents to the Department evidence of a substantial amount of education, training, and knowledge sufficient, in the discretion of the Department, to qualify their expertise in the field.

5) Pre-approved continuing education providers must comply with the following rules:

a. ~~Continuing education course providers must~~ retain an attendance ~~roster record~~ of participants with copies of course materials for at least three (3) years following the conclusion of the course.

b. ~~Continuing education course providers must~~ furnish each participant with a certificate of attendance or transcript verifying the participant's successful program completion;

1. The certificate shall not be issued until completion of the course.

~~and~~ 2. The certificate must contain the participant's name, instructor's name and signature, title of the course, dates the course was given, Department approval number, and number of credit hours earned.

- c. ~~Continuing education course providers must submit~~ course revisions to the Department for approval; ~~forms for approval for any substantial changes or additional subjects that they may wish to offer;~~
1. Course revisions are defined as changes to the following:
 - i) proposed title
 - ii) schedule of course
 - iii) learning outcomes
 - iv) relevance of course
 - v) program content/time frame
 - vi) teaching strategies
 - vii) learning environment
 2. Course revisions affecting less than ten (10) percent of the currently approved content may be approved by the Department.
 3. Course revisions exceeding ten (10) percent of the currently approved content may be approved by the Massage Therapy Technical Advisory Committee.
- d. One (1) hour of continuing education credit is defined as no less than fifty (50) minutes of uninterrupted in-classroom learning, practical demonstration, or practice of the technique in the presence of the instructor;
- e. Presenters/moderators/instructors of courses may not receive credit for the courses they present;
- f. The Department retains the right to ~~audit and/or monitor~~ review programs given by the provider; and may rescind provider status or reject individual programs given by provider if the provider has:
1. Disseminated any false or misleading information in connection with the continuing education program; or
 2. Failed to conform to and comply with the written agreement and rules of the Department;
 3. Failed to meet ethical standards; or
 4. Is not providing consistent quality educational benefits to participants.
- g. A written notice to rescind approval for continuing education courses will be sent to the course approval applicant and any person(s) approved to instruct the course.

1a. Instructors may request ~~administrative adjudication hearing~~ of a decision to rescind approval for continuing education course(s).

2. ~~which The hearing~~ shall be conducted according to ~~procedures adopted in~~ Article Four of these rules and ~~in accordance with~~ the Arkansas Administrative Procedures Act, § 25-15-201 et seq.

6) Officially transcribed ~~college-level~~ courses from a U.S. Department of Education approved and accredited postsecondary institution completed with a passing grade may be accepted at the rate of three (3) college-credit hours to equal forty (40) clock-hours of education.

7) For the purpose of upgrading a license, classes that repeat any of the applicant's specific entry-level five hundred (500) hour coursework will not be accepted.

8) For the purpose of upgrading a license, duplicated continuing education courses do not apply toward required hours for the upgrade.

~~9) Instructors may only teach courses that reflect a percentage level of their training consistent with hours of credit being offered by the instructor.~~

~~a. No more than twenty (20) percent of the hourly credit can be offered in relation to the training received by the instructor.~~

~~1. For example, if a trainer takes an approved thirty (30) hour continuing education program, he or she would qualify to teach a six (6) hour course in that particular subject.~~

~~b. At the Department's discretion, credit may be given for extensive experience teaching the course and/or related courses, and/or years employed in the field.~~

~~10)9)~~ The Department ~~may shall~~ audit ~~a five to ten~~ percentage of randomly-selected, active licensees ~~renewals, as determined by the Department,~~ for compliance with continuing education requirements annually.

a. Licensees who receive an audit form shall submit all appropriate documentation to substantiate compliance with the Department's continuing education requirements: within thirty days of receipt.

b. Each licensed massage therapist shall maintain records of continuing education for a period of (3) years from the date of attendance.

11) ~~Disciplinary action for violations of rules of the Conduct and Ethics will be conducted in accordance with the procedures adopted in Article Three of these rules.~~

Article SevenSection 8

Massage Clinics

1. ~~With the exception of treatments that are given at the location of a client, or treatments given at a temporary location lasting not more than 14 days such as a trade show, sporting event or community festival~~ Massage therapist working in bathhouses, clinics, spas, or other facilities must: ~~be given~~ have a adequate workspace:-

- a. The work area must be well ventilated, clean, and well equipped.
- b. There must be a sink for hand-washing with hot and cold running water and soap must be accessible
- c. Sanitize all body surface area(s) that come into contact with a client, prior to such contact, with a disinfecting solution that is bactericidal, capable of destroying bacteria; virucidal, capable of destroying viruses; and fungicidal, capable of destroying fungi. Disinfectants must be used according to manufacture labels to be safe and effective. Contact time listed on the manufacturers label must be adhered to at all times to effectively destroy pathogens
- d. Have accessible restrooms that are clean and sanitary without offensive odors and in working order at all times.
- e. Keep furniture, equipment, electrical equipment and other fixtures clean and in good repair at all times.
- f. Launder linens after each use.
- g. Have a separate receptacle for soiled and clean linens.
- h. Keep clean linens stored out of public use areas including but not limited to restrooms, reception area, hallways and other public traffic areas.
- i. Keep oils, lotions, or any other products that are used on clients in containers that are labeled and closed.
- n. Be compliant with all applicable city, state and local statutes and regulations.

~~2. o.~~ In-home massage clinics/offices must be located in a separate _____ room or rooms, used only for massage therapy services during _____ ordinary business operations.

~~a.p.~~ There must be no bed in a room used for massage therapy services.

~~3. -q.-~~ A school or clinic must be equipped with a massage table or tables _____ or a massage chair or chairs and equipped with such standard _____ equipment dictated by the practice of massage therapy as defined _____ in ~~Article Two Section 2.~~

~~4. A towel or sheet that has been used by one (1) client may not be used on another person unless the towel or sheet has been relaundered.~~

~~5. Therapists must comply with all city, county, and/or state regulations.~~

~~6 -q. Anyone who has an infectious, contagious, or communicable _____ disease which may be spread by airborne, droplet, contact, or _____ indirect methods and who is in contact with the public must not _____ practice until all risk of disease transmission is cleared. Any _____ employee with such a disease must be immediately relieved _____ from duty until all risk of disease transmission is cleared.~~

2. In-home massage clinics/offices must be located in a separate room or rooms, used only for massage therapy services during business operations.

3. Mobile clinics are not considered temporary.

4. Anyone who has an infectious, contagious, or communicable disease which may be spread by airborne, droplet, contact, or indirect methods and who is in contact with the public must not practice until all risk of disease transmission is cleared. Any employee with such a disease must be immediately relieved from duty until all risk of disease transmission is cleared.

Article Eight Section 9

Massage Therapy Schools and Postsecondary Massage Therapy Schools

General Requirements: School as used throughout this Section includes, unless otherwise indicated, both Massage Therapy Schools and Postsecondary Massage Therapy Schools.

1. Application for Massage Therapy School:

A. Any person, firm or corporation seeking to open a school of Massage Therapy shall submit an application with required forms to the Massage Therapy Section office and receive pre-approval from the Department.

The application shall include:

- 1. Completed application provided by the Department and available on the Department's website at www.healthy.arkansas.com.**
- 2. Describe the location of your school, type of structure, and furnish a detailed floor plan in compliance with Article 8 Section 2.**
- 3. List of proposed equipment used for instructional purposes in compliance with Article 8 Section 2.**
- 4. Submit proposed curriculum including name and addition of textbooks and any other material that will uses for instructional purposes.**
- 5. List of instructors and their qualifications.**
- 6. Submit samples of all forms to be used in the School, such as, contract, sign-in sheets, attendance records, transcripts, guest instructor log, etc.**
- 7. Submit a copy of your school's handbook- including refund policy. Postsecondary Schools must also include a disciplinary policy.**
- 8. Valid background checks for each owner.**
- 9. Application Fee**

B. A person shall not establish, operate, or maintains a massage therapy school without first having obtained a certificate of massage therapy school licensure issued by the Department.

C. Any Massage Therapy School wishing to teach both secondary and postsecondary students shall obtain both a license for a Massage Therapy School and a Postsecondary Massage Therapy School. The School shall also provide a procedure by which it will ensure that only students with a high school diploma or the equivalent are enrolled in the postsecondary school and receive Title IV funds.

D. After satisfactory completion of initial requirements, schools are required to undergo Department inspection before they can be licensed.

a. A Department staff member will perform an inspection of the school premises with required forms completed, and the results of such inspection will be returned to the Department for approval and/or adjustment recommendations.

- b. Facilities that do not pass the first inspection will be re-inspected within thirty (30) days of notification of corrections.
- E. Postsecondary Massage Therapy Schools must show proof that the school adopts and discloses to the students a complaint process substantially similar to the one outlined in Section Four of these Rules.

2. Facility and Sanitary Requirements

1. School facilities must:

- a. Be kept clean, sanitary and in good repair at all times.
- b. Clean equipment and tools thoroughly on a routine basis and sanitize them with a disinfecting solution that is bactericidal, capable of destroying bacteria; virucidal, capable of destroying viruses; and fungicidal, capable of destroying fungi. Disinfectants must be used according to manufacture labels to be safe and effective. Contact time listed on the manufacturers label must be adhered to at all times to effectively destroy pathogens.
- c. Have clinical workspace allowing for unrestricted movement around massage tables.
- d. Have adequately ventilated workspace to keep them free of excessive vapors, odors and fumes.
- e. Be heated and air-conditioned with adjustable temperature control.
- f. Have adequate space to accommodate all students during the theory and clinical instructional hours for which they are enrolled.
- g. Have an instructional classroom that is clean, in good repair and well ventilated.
- h. Have a minimum of one (1) massage table for every three (3) students in class.
- i. Have an accessible hand-washing sink supplied with hot and cold running water, a soap dispenser and a sanitary hand drying method. Common towels are not allowed.
- j. Have accessible restrooms that are clean and sanitary and in working order at all times. Restrooms shall not be used for storage of products used for servicing clients.
- k. Have trash containers that are durable and easily cleanable that do not leak. Trash containers must be emptied daily to prevent an accumulation of garbage and the development of odors.
- l. Dispose of all one time use towels, sheets and protective covering that cannot be disinfected immediately after use.
- m. Have furniture, equipment and other fixtures that are made of washable material and kept clean and in good repair. Electrical equipment shall be kept clean and in good repair at all times.
- n. Launder sheets and towels to disinfect after each use on client.
- o. Have a separate receptacle for soiled linens.

- p. Keep clean linens separate from public and/or covered in public use areas.
 - q. Keep oils, lotions or any products that are used on the public in containers that are labeled and sanitary.
 - r. Anyone who has an infectious, contagious, or communicable disease which may be spread by airborne, droplet, contact, or indirect methods and who is in contact with the public must not practice until all risk of disease transmission is cleared. Any employee or student with such a disease must be immediately relieved from duty until all risk of disease transmission is cleared.
- 4.2. Schools shall have an identifiable Massage Therapy Instructor who provides oversight and supervision under which other Master Massage Therapist or Massage Therapy Instructors can teach.
- 2.3. Schools must adhere to all state and local ordinance and provide a copy of the fire inspection, occupancy license, and/or business permits where required by law, and furnish copies to the Department upon request.
4. Schools must inform students regarding emergency evacuation procedures and clearly mark or post all routes and exits.

3. Curriculum

- 1. Schools have the discretion to grant CLEP credit for any previously obtained, successfully passed, and officially documented classroom education relevant to massage therapy.
 - a. Such credit may be granted at the rate of three (3) college credits to equal no more than forty (40) clock-hours.
 - b. Schools will maintain a file copy of all such examinations for Department inspection.
- 2. Schools must follow the curriculum outlined in Ark. Code Ann. § 17-86-306(e). The curriculum must be presented to and approved by the Department and will make further applications to the Department for any substantial modifications in the subjects, contents, or instructional methods offered to the students.
- 3. Schools must provide no less than three (3) clock-hours of HIV/AIDS and other basic communicable disease education within their twenty-five (25) hours of hygiene and infectious control as required by Arkansas Code § 17-86-306 (e)(4).

4. Schools that teach massage with students wearing swimsuits or underwear must instruct students at some time during their school on how to work on unclothed clients with a minimum of twenty (20) hours of classroom or student clinic massages on unclothed clients, unless there is a documented religious or medical objection made by the student.
5. Schools may not include more than five (5) percent of their total school curriculum of instruction with reiki, polarity, or other energy-based modalities.

4. Instruction Methods

1. Each specified course of study must be outlined with a syllabus that includes written learning objectives. Instructors will follow daily lesson plans and will provide active, organized learning sessions.
2. Recognized methods of instruction, such as, but not limited to, lecture, demonstration, and supervised hands-on practice will be utilized to ensure reasonable learning objectives and outcomes.
3. All classes must be instructed and supervised by qualified and approved personnel and consist of no less than fifty (50) minutes of active teaching per credit hour. In-school independent study time is limited to no more than five (5) percent of the total hours of a program.
4. Active teaching means qualified school personnel offering organized lecture, activities, demonstration, and/or direct and immediate supervision of students during hands-on practice.
5. Written and practical evaluations shall be conducted with all grades recorded and available for inspection.

5. Instructor Qualifications

1. All persons who instruct any portion of a curriculum within an approved massage therapy school must be a licensed master massage therapist or massage therapy instructor.
 - a. Each school must have on file such diplomas, transcripts, certifications, resumes, and/or other verifiable documents that attest to the person's qualifications and technical expertise.
 - b. Each school must be able to supply the Department with a list of instructors who have taught or who will be teaching at that school along with documentation of their qualifications and the subjects they have instructed or will instruct.
2. For the purposes of qualifying instructors for subjects required by Arkansas Code § 17-86-306, the following definitions will be used:
 - a. Technical subjects are those defined as massage therapy techniques, hydrotherapy, heliotherapy, electrotherapy, and any hands-on training that may occur under various related subjects.

b. Academic subjects include anatomy, physiology, pathology, and related human sciences; and

c. Non-technical subjects include massage therapy laws, ethics, and business management.

d. Persons to instruct technical subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor, and must have a minimum of two (2) consecutive years of active experience in the practice of massage therapy.

e. Persons to instruct academic subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor as defined in Arkansas Code § 17-86-102 (6)(A) or hold a minimum of a Bachelor's degree plus two (2) years practical experience in a subjects directly related to that being taught.

f. Persons to instruct non-technical subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor as defined in Arkansas Code § 17-86-102 (6)(A) or hold a minimum of a two (2) year associate's degree and two (2) years practical experience in a subject directly relates to that being taught.

3. Schools may invite guest instructors to teach within their program without Department pre-approval if such guest instructor instructs on no more than sixteen (16) hours per school curriculum. (Section 9), 5.1 and 2 show how guest instructors shall be qualified.

a. Schools may utilize guest instructors to provide no more than a total of twenty-five (25) hours per school curriculum. A Record of all hours of instruction provided in this manner must be maintained by the school and be made available for Department inspection upon request.

b. Schools must keep a log of guest instructors.

6. Student Clinical

1. The purpose of any student clinical is to provide advancing students, enrolled in approved schools, an opportunity to gain practical experience working with the public in a supervised setting.

2. The status of the practitioner must be made clearly evident to the recipient of student massage.

3. Any student to be considered eligible for clinical practice must have completed the following requirements:

a. one hundred (100) hours of anatomy, physiology, pathology, and contraindications for massage therapy, and one hundred (100) hours of technical training, and all portions of the school's curriculum pertaining to personal hygiene, sanitation, ethics, and professional standards;

b. provide proof of student liability insurance.

4. All clinical massages by a student must be documented and performed under the supervision of a qualified technical instructor who has access to the treatment area at all times.

5. No more than fifty (50) hours of student massage may be attained in this manner and applied to meet the requirements for licensure.

6. Students may not solicit payment in any form during clinical practice either on school premises, at chosen locations for field trips, or while practicing away from school facilities and direction.

a. This includes barters, donations and/or trades.

b. The student may accept gratuities during supervised clinical massage.

7. No student may leave classroom instruction to perform student-client massages.

7. Records

1. All student records must be maintained for a period of not less than five (5) years.

2. In the event of school closure or change of school ownership a copy of all current student records and all student records maintained for the previous five (5) years must be submitted to the Department.

3. Attendance records will be maintained and verified by the school and must be made available for inspection by the Department upon request. Such records must verify both the subject and the actual attendance in class of each student enrolled.

~~3.4.~~ Schools must require and maintain proof of CPR training for all students at the time of their graduation.

8. Mics.

1. Each school operated within the state shall be inspected during regular operations by the Department at least one (1) time each year.

2. Any school desiring to move the location of its license must notify the Department in writing at least thirty (30) days prior to any location change.

The Department will inspect the school's new location within thirty (30) days of receiving a relocation notice.

3. Schools providing off-site student massages shall be allowed only under the direct supervision of a Massage Therapy Instructor or Master Massage Therapist.

~~3. School applications will be complete in every aspect and verify compliance with the Massage Therapy Act, all relevant Rules and Regulations of the Department of Health, and sound educational principles.~~

~~4. Each school is required to furnish such information and documents as may be required by the Department and must comply with all valid requirements of the Department or be subject to suspension or revocation of licensure.~~

~~5. The Department may accept training hours submitted by applicants for licensure who graduated from out-of-state schools only upon verification that such education was received in a state with a reciprocal relationship with the Department of Health's Massage Therapy Section.~~

~~6. Each school operated within the state shall be inspected by the Department, to include, without limitation, proof of required forms completed and returned to the department with approval or recommendations. Student records for each school operating in the state shall be inspected by the Department at least one (1) time each year.~~

~~a. The Department or its authorized agent shall conduct such inspections during regular operations causing a minimum of disruption to any class that may be in session.~~

~~b. Schools shall have an identifiable Massage Therapy Instructor who provides oversight and supervision under which other Master Massage Therapists or Massage Therapy Instructors can teach.~~

~~7. A person shall not establish, operate, or maintains a massage therapy school without first having obtained a certificate of massage therapy school licensure issued by the Department.~~

~~8. Any Massage Therapy School wishing to teach both secondary and postsecondary students shall obtain both a license for a Massage Therapy School and a Postsecondary Massage Therapy School. The School shall also provide a procedure by which it will ensure that only students with a high school diploma or the equivalent are enrolled in the postsecondary school and receive Title IV funds.~~

- ~~9. Schools must adhere to all state and local ordinance and provide a copy of the fire inspection, occupancy license, and/or business permits where required by law, and furnish copies to the Department upon request.~~
- ~~10. After satisfactory completion of initial requirements, schools are required to undergo Department inspection before they can be licensed.~~
- ~~a. A Department staff member will perform an inspection of the school premises with required forms completed, and the results of such inspection will be returned to the Department for approval and/or adjustment recommendations.~~
- ~~b. Facilities that do not pass the first inspection are eligible for re-inspection.~~
- ~~1. When failures are corrected and the Department is advised that corrections are completed, a second inspection to determine the school's compliance with requirements for licensure will be made within thirty (30) days of notice that corrections have been made.~~
- ~~11. Any school desiring to move the location of its license must notify the Department in writing at least thirty (30) days prior to any location change.~~
- ~~a. The Department will inspect the school's new location within thirty (30) days of receiving a relocation notice.~~
- ~~12. Schools must inform students regarding emergency evacuation procedures and clearly mark or post all routes and exits.~~
- ~~a. Smoke detectors must be installed and maintained in working order.~~
- ~~b. Fire extinguishers must be easily accessible.~~
- ~~13. Postsecondary Massage Therapy Schools must show proof that the school adopts and discloses to the students a complaint process substantially similar to the one outlined in Article Four of these Rules.~~
- ~~14. Schools have the discretion to grant CLEP credit for any previously obtained, successfully passed, and officially documented classroom education only upon a student's passing such examinations as required by the school.~~
- ~~a. Such credit may be granted at the rate of three (3) college credits to equal no more than forty (40) clock hours.~~
- ~~b. Schools will maintain a file copy of all such examinations for Department inspection.~~

Facility Requirements

~~15. Schools must provide an atmosphere that is conducive to learning.~~

- ~~a. Space must be sufficient for unrestricted movement around massage tables.~~
- ~~b. Lighting, ventilation, and temperature control must be adequate.~~
- ~~c. Educational equipment must be in evidence, such as chalk or marker boards, charts, or other appropriate teaching aids.~~
- ~~d. School facilities and equipment must be maintained in clean and operable condition.~~

~~16. Schools must provide students with adequate workspace, such as desks, tables and/or chairs, to accommodate all students during the class hours for which they are enrolled.~~

- ~~a. The school facilities must include a minimum of one (1) massage table for every three (3) students in class.~~

~~17. A minimum of one hand-washing sink supplied with hot and cold running water, a filled soap dispenser and a sanitary hand drying method must be easily accessible.~~

~~18. Alcohol or illicit drug use is prohibited on school premises or at any school function.~~

~~19. A duplicate of all student records for the immediately preceding five (5) year period must be kept off the school premises.~~

- ~~a. This duplicate may be either a paper copy or in a form that may reproduce the copies by computer.~~

Instruction Methods

~~20. Schools must follow the curriculum outlined in Ark. Code Ann. § 17-86-306(e). The curriculum must be presented to and approved by the Department and will make further applications to the Department for any substantial modifications in the subjects, contents, or instructional methods offered to the students.~~

~~21. Each specified course of study must be outlined with a syllabus that includes written learning objectives. Instructors will follow daily lesson plans and will provide active, organized learning sessions.~~

- ~~a. Recognized methods of instruction, such as, but not limited to, lecture, demonstration, and supervised hands-on practice will be utilized to ensure reasonable learning objectives and outcomes.~~
- ~~22. All classes must be instructed and supervised by qualified and approved personnel and consist of no less than fifty (50) minutes of active teaching per credit hour. In-school study time is limited to no more than five (5) percent of the total hours of a program.~~
- ~~23. Active teaching means qualified school personnel offering organized lecture, activities, demonstration, and/or direct and immediate supervision of students during hands-on practice.~~
- ~~24. Written and practical evaluations shall be conducted with all grades recorded.~~
- ~~a. The Department of Health, upon request, may make such information available for inspection.~~
- ~~25. Attendance records will be maintained and verified by the school and must be made available for inspection by the Department upon request.~~
 - ~~a. Such records must verify both the subject and the actual attendance in class of each student enrolled.~~
- ~~26. Schools must maintain factual records of the first-time pass/fail rates on required Department examinations of all graduates of their program.~~
 - ~~a. Such records must be inspected each year, and any school whose graduates do not maintain a seventy-five percent (75%) first-time pass rate average on Department examinations is subject to probations, suspension, and/or revocation of licensure.~~
- ~~27. Schools must provide all students with knowledge of where to obtain a copy of his or her school record.~~
- ~~28. Schools must provide no less than three (3) clock-hours of HIV/AIDS and other basic communicable disease education within their twenty-five (25) hours of hygiene and infectious control as required by Arkansas Code § 17-86-306 (e)(4).~~
- ~~29. Schools must require and maintain proof of CPR training for all students at the time of their graduation.~~
- ~~30. Schools that teach massage with students wearing swimsuits or underwear must instruct students at some time during their school on how to work on unclothed clients with a minimum of twenty (20) hours of classroom or~~

~~student clinic massages on unclothed clients, unless there is a documented religious or medical objection made by the student.~~

~~31. Schools may not include more than five (5) percent of their total school curriculum of instruction with reiki, polarity, or other energy-based modalities.~~

Instructor Qualifications

~~32. All persons who instruct any portion of a curriculum within an approved massage therapy school must have received adequate training and experience to possess a high degree of knowledge and competency in any and all subjects they are to instruct.~~

~~33. Each school must have on file such diplomas, transcripts, certifications, resumes, and/or other verifiable documents that attest to the person's qualifications and technical expertise.~~

~~34. Each school must be able to supply the Department with a list of instructors who have taught or who will be teaching at that school along with documentation of their qualifications and the subjects they have instructed or will instruct.~~

~~35. For the purposes of qualifying instructors for subjects required by Arkansas Code § 17-86-306, the following definitions will be used:~~

~~a. Technical subjects are those defined as massage therapy techniques, hydrotherapy, heliotherapy, electrotherapy, and any hands-on training that may occur under various related subjects.~~

~~b. Academic subjects include anatomy, physiology, pathology, and related human sciences; and~~

~~c. Non-technical subjects include massage therapy laws, ethics, and business management.~~

~~36. Persons to instruct technical subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor, and must have a minimum of two (2) consecutive years of active experience in the practice of massage therapy.~~

~~37. Persons to instruct academic subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor as defined in Arkansas Code § 17-86-102 (6)(A) or hold a minimum of a Bachelor's degree plus two (2) years practical experience in a subjects directly related to that being taught.~~

~~38. Persons to instruct non-technical subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor as defined in Arkansas Code § 17-86-102 (6)(A) or hold a minimum of a two (2) year associate's degree and two (2) years practical experience in a subject directly relates to that being taught.~~

~~39. Massage therapy schools must use qualified licensed master massage therapists, massage therapy instructors, and/or medical personnel within the scope of their professional background as instructors, or may allow other licensed professionals to teach within their field of expertise.~~

~~40. Schools may invite guest instructors to teach within their program without Department pre-approval if such guest instructor instructs on no more than sixteen (16) hours per school curriculum. Article Eight), paragraph # 32, 33 and 34 show how guest instructors shall be qualified.~~

~~a. Schools may utilize guest instructors to provide no more than a total of twenty-five (25) hours per school curriculum.~~

~~1. A Record of all hours of instruction provided in this manner must be maintained by the school and be made available for Department inspection upon request.~~

~~b. Schools must keep a log of guest instructors.~~

Student Clinical

~~41. The purpose of any student clinical is to provide advancing students, enrolled in approved schools, an opportunity to gain practical experience working with the public in a supervised setting.~~

~~a. The school shall follow practices consistent with the above stated intent.~~

~~42. The status of the practitioner must be made clearly evident to the recipient of student massage.~~

~~43. Any student to be considered eligible for clinical practice must have completed the following requirements:~~

~~a. one hundred (100) hours of anatomy, physiology, pathology, and contraindications for massage therapy, and one hundred (100) hours of technical training, and all portions of the school's curriculum pertaining to personal hygiene, sanitation, ethics, and professional standards;~~

- ~~b. — received and filed with the school a recently issued statement by a physician declaring them to be in good health and negative for tuberculosis; and~~
 - ~~c. — provide proof of student liability insurance.~~
- ~~44. All clinical massages by a student must be documented and performed under the supervision of a qualified technical instructor who has access to the treatment area at all times.~~
 - ~~a. — No more than fifty (50) hours of student massage may be attained in this — manner and applied to meet the requirements for licensure.~~
- ~~45. Students may not solicit payment in any form during clinical practice either on school premises, at chosen locations for field trips, or while practicing away from school facilities and direction.~~
 - ~~a. — This includes barter, donations and/or trades.~~
 - ~~b. — The student may accept gratuities during supervised clinical massage.~~
- ~~46. Schools may charge a reduced fee for student clinical massages.~~
- ~~47. Schools must provide upon request by the Department all such evidence as may be required to determine compliance with these and all other rules of the Board of Health.~~
- ~~48. No student may leave classroom instruction to perform student-client massages.~~
- ~~49. Schools abusing the student-client massage relationship are subject to sanctions by the Board of Health.~~
- ~~50.4. Schools providing off-site student massages shall be allowed only under the direct supervision of a Massage Therapy Instructor or Master Massage Therapist.~~

Article Nine Section 10

Conduct & Ethics

1. It is the responsibility of the licensed massage therapist (therapists) to create and maintain a safe ~~and comfortable~~ environment ~~that engenders trust and mutual respect~~ during a massage session.
2. It is the therapist's responsibility to inform clients of their rights as recipients of massage therapy including but not limited to the following:
 - a. Their right to terminate the treatment at any time^{KK61};
 - b. Their right to modify the treatment at any time;
3. ~~Massage t~~Therapists shall ensure and safeguard the following rights of the clients:
 - a. Obtain necessary information from the client, to be held in confidence, regarding pertinent health history in order to assure safe treatment at all times;
 - b. ~~Inform the client of their right to terminate or modify their treatment at any time;~~
 - c. Stay within the scope of practice of massage therapy, performing only techniques for which they are appropriately and sufficiently trained; and
 - d. ~~Refer all clients to appropriate health care practitioners or other professionals as such need arises; and~~
 - e-d. Refrain, under all circumstances from initiating or engaging in any sexual conversation, sexual conduct, sexual behavior, or sexual activities involving a client, even if the client attempts to sexualize the relationship.
4. The licensed massage therapist adheres to the following practices:
 - a. Keeping licensure current;
 - b. Conducts all aspects of their massage practice in a legal, ethical, and responsible way;
 - c. ~~Upholds the highest standards of concern and respect for the well being of their clients;~~
 - d-c. Reports to the Department in writing and under oath any knowledge of violations of the Massage Therapy Act or the adopted Rules ~~and Regulations~~; and

e. ~~Wears proper and professional attire that is suitable and~~
~~consistent with accepted business and professional~~
~~practices.~~

5. Violations of any provision under this article may result in disciplinary action by the Board of Health, up to and including revocation of licensure.

~~6. Disciplinary action for violations of rules of Conduct and Ethics will be~~
~~conducted~~ in accordance with the procedures adopted in Article Four (4) of these rules.

Article Ten

Section 11 Draping & Miscellaneous Guidelines

1. ~~Draping and treatment~~ Massage Therapy must be provided in a way that ensures the safety, comfort, and privacy of the client and therapist.

~~2. Draping must take place during the massage, and the therapist shall~~
~~comply with the client's request to remain partially or fully clothed under~~
~~the drape.~~

~~3.2.~~ Clients receiving a massage must be draped or dressed to assure that the pubic area and genitals are not exposed.

~~4.3.~~ A licensee who engages in the practice of massage therapy of the anus and genitalia shall have his or her license revoked for a period of three (3) years. The licensee will receive a hearing in accordance with the process outlined in Article Four and the Arkansas Administrative Procedures Act, Ark. Code Ann. § 25-15-201 et seq.

~~5.4.~~ The breast of a ~~female~~ client may be treated under the following circumstances:

A. The massage of the breasts is for therapeutic and medical purposes including, without limitation, the reduction of scar tissue following a surgery on the breast, release of myofascial binding, or improving lymphatic flow;

B. The massage therapist has received at least forty-eight (48) hours of continuing education credits in lymphatic massage, myofascial massage, or oncology massage; and

C. there is a valid request from the client, the valid prescription is presented, or there is a referral from a qualified medical professional.

D. A ~~female~~ client's breast may not be exposed without first having obtained ~~her~~ prior written, signed consent.

E. A written description and explanation is ~~e~~ given to the ~~female~~ client before the massage begins and permission granted again before uncovering the breast.

F. Treatments must be noted on the client's assessment form.

~~6.5.~~ The MTTAC shall revoke the license for a period of three (3) years of a licensee who engages in the practice of massage therapy of the breast tissue without following the process outlined in Paragraph 5 above.

~~7.6.~~ Requirements for practicing cupping therapy:

A. The Massage Therapist must have a minimum of six (6) hours in-class, specialized training in cupping therapy which shall include indications, contraindications, hygiene, and hands on techniques.

B. When the six (6) hours of specialized training is provided as part of the curriculum in a massage therapy school or postsecondary massage therapy school, the transcript shall indicate course hours in cupping therapy or a certificate of successful completion shall be issued to the student.

Article Eleven

Renewals & Processes

~~1. — Every massage therapy license, active or inactive, is valid for a period of two (2) years and expires on the licensee's birthday.~~

~~a. — The licensee must submit the following for renewal of his or her license: a completed license renewal application, payment of the appropriate fees by cashiers check or money order, and documented proof of no fewer than eighteen (18) hours of continuing education that have been approved in accordance with Article Six.~~

~~b. — A renewal application must be postmarked on or before the first day of the month preceding the month in which the licensee's birthday falls in the biennial renewal year.~~

~~— Example: Joe's birthday is June 14th and his license expires in 2011. His renewal application must be postmarked on or before May 1, 2011.~~

~~c. — A renewal application postmarked after the first day of the month preceding the month in which the licensee's birthday falls shall be charged a late fee of twenty-five dollars (\$25.00) in addition to renewal fees.~~

- ~~d. A license is expired if application is postmarked after the birthday of the licensee in the biennial renewal year.~~
- ~~(1) Before the Department issues a new license to an applicant with an expired license, the applicant shall:~~
 - ~~(a) Submit a new application that requires the applicant to meet current requirements; and~~
 - ~~(b) Successfully complete an examination recognized by the Department of Health.~~
- ~~2. Renewal application forms will be mailed out the first of the month preceding the month they are due.~~
- ~~3. Any individual licensee who is currently not practicing and wishes to place his or her license on the inactive list shall:~~
 - ~~a. Submit a renewal application for inactive status~~
~~every two (2) years, even if remaining inactive.~~
 - ~~b. Surrender his or her current license to the Department~~
~~of Health office.~~
 - ~~c. Not practice massage therapy during the time licensee is on the inactive list.~~
 - ~~d. Not remain on the inactive list for a period to exceed four~~
~~(4) years without reexamination.~~
 - ~~e. An individual who has been placed on the inactive list for fewer than four (4) years and wishes to reactivate licensure shall follow the procedures for license renewal, present satisfactory evidence of completion of continuing education hours for the inactive period and pay all appropriate fees before resuming active practice of massage therapy.~~
 - ~~f. An individual who passes the four (4) year time allotment shall be considered to have an expired license and must meet the current requirements for licensure and successfully complete an examination recognized by the Department before resuming active practice of massage therapy.~~
- ~~4. Persons practicing with an expired license may be prosecuted for~~
~~practicing without a license and penalties of Arkansas Code § 17-86-~~
~~103 may be applied.~~

Article Twelve

Reciprocity

~~a. (1) The Department may enter into reciprocal relations with other states and territories whose licensure requirements are much the same as those provided in the Massage Therapy Act and these Rules and Regulations.~~

~~—(2)(A) If the applicant's transcript is not obtainable from the original school, the applicant shall submit a statement to explain why it may not be obtained.~~

~~—(B) Other documentation of credentials may be submitted and accepted for licensure at the discretion of the Department.~~

~~b. (1) An out-of-state applicant holding a current massage therapy license issued by another state and after receiving an Arkansas massage therapy license may apply for an upgrade to master massage therapist or massage therapy instructor by providing appropriate continuing education credits and experience gained before Arkansas licensure for department approval.~~

~~—(2) An upgrade request shall be made by submitting a complete application package and paying the fees required by this chapter.~~

CERTIFICATION

I hereby certify that the foregoing Rules for Massage Therapy in Arkansas were adopted by the Arkansas State Board of Health on the _____ day of _____ 2019 at Little Rock, Arkansas.

Nathaniel Smith, MD, MPH
Secretary, Arkansas State Board of Health

ARKANSAS STATE BOARD OF HEALTH



**Adopted Rules
For Massage Therapy in Arkansas
REVISED: August 2019**



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Section 1

Authority and Purpose

1. Authority - The following Rules for Massage Therapy in Arkansas are duly adopted and promulgated by the Arkansas Board of Health pursuant to the authority expressly conferred by the laws of the State of Arkansas including, without limitation, the Massage Therapy Act, specifically Ark. Code Ann. § 17-86-203(a).

2. Purpose - These Rules are prepared for the purpose of establishing standards to regulate the vocation of massage therapy, to provide for the licensing of persons to carry on and to teach such vocation, to regulate the conduct and sanitation of massage therapy clinics, Massage Therapy schools, and Massage Therapy postsecondary schools so as to prevent the spreading of communicable diseases and, to provide penalties for violation thereof.

Section 2

Principles, Methods and Definitions

Terms found in Arkansas Code §17-86-102 are descriptive rather than limiting, and massage therapy includes those techniques which are utilized in all phases of massage and bodywork for the purposes of relaxation, stress reduction, pain relief, injury prevention, injury repair, postural improvement and/or health enhancement.

- 1. Assist** means acting as an aide to a master massage therapist or massage therapy instructor.
- 2. Board** means the Arkansas State Board of Health.
- 3. Continuing Education** means education that is acquired after an individual has graduated and become licensed as a massage therapist.
- 4. Cupping Therapy for massage** means a modality used to release rigid soft tissues, through the application of a non-heated device that creates suction to lift the tissue away from the body.
- 5. Department** means the Arkansas Department of Health.
- 6. Direct supervision** means being in the physical presence of a licensed master massage therapist or massage therapy instructor.
- 7. Guest Instructor** means a qualified speaker or presenter.

8. **“Licensee”** means an individual licensed under the Massage Therapy Act and these Rules.
9. (A) **“Massage therapist”** means a person who has:
- (i) Earned a diploma from a Board-accepted school of massage therapy;
 - (ii) Passed an examination required or accepted by the Board; and
 - (iii) Become licensed and registered to practice massage therapy.
- (B) “Massage therapist” includes a person who has previously obtained the massage therapist license under prior state law.
- (C) A massage therapist may:
- (i) Instruct continuing education programs approved by the Department of Health; and
 - (ii) Assist in the instruction of the procedures listed in the definition of Massage Therapy under the direct supervision of a massage therapy instructor or master massage therapist.
10. (A) **“Massage therapy”** means the treatment of soft tissues, which may include skin, fascia, and muscles and their dysfunctions for therapeutic purposes of establishing and maintaining good physical condition, comfort, and relief of pain.
- (B) “Massage therapy” is a health care service that includes gliding, kneading, percussion, compression, vibration, friction, nerve strokes, and stretching the tissue.
- (C) “Massage therapy” also means to engage in the practice of any of the following procedures:
- (i) Massage therapy techniques and procedures either hands-on or with mechanical devices;
 - (ii) Therapeutic application and use of oils, herbal or chemical preparations, lubricants, nonprescription creams, lotions, scrubs, powders, and other spa services;
 - (iii) Therapeutic application of hot or cold packs;
 - (iv) Hydrotherapy techniques, which means the use of water in any form for therapeutic purposes and includes methods of full and partial immersion baths, whirlpools, sponging, sprays, body shampoos, body scrubs, body wraps, fomentations, compresses, poultices, packs, masks, steam treatments, and sauna treatments.
 - (v) Heliotherapy, which may include mechanical devices, heat lamps, and other devices with the use of light for therapeutic purposes and may consist of the use of infrared radiation lamps and devices and the various uses of other light that might be approved by the Department.

(vi) Electrotherapy; which means the use of electrical devices for therapeutic purposes and may consist of the use of mechanical vibrators, electric stimulation, direct and alternating currents, interferential currents, micro currents, and Russian stimulation.

(vii) Any hands-on bodywork techniques and procedures rising to the level of the techniques and procedures intended to be regulated under the Massage Therapy Act and not covered under specific licensing laws of other boards;

(D) The following are not included in the scope of massage therapy practice:

- (i) Colonic irrigation and other methods of internal hydrotherapy;
- (ii) Depilation, waxing, extractions, and electrolysis;
- (iii) Practices involving the use of ultrasound, unless the therapist can present educational qualifications acceptable to the Department and a licensed physician prescribes the treatment;
- (iv) Piercing, lancing, or penetrating the skin.

11. **“Massage Therapy Act”** means Arkansas Code § 17-86-101 *et. seq.*

12. **“Massage therapy clinic”** means a clinic, place, premises, building, or part of a building in which a branch or any combination of branches of massage therapy or the occupation of a massage therapist is practiced;

13. (A) **“Massage therapy instructor”** means a person who:

- (i) Before July 1, 2010, has completed no less than two hundred fifty (250) hours of practical experience as a master massage therapist, which may be gained, in part or in whole, as an assistant to an instructor in a massage school or may be gained, in part or in whole, as a directed instructor in a massage school and has completed no less than two hundred fifty (250) continuing education hours as approved by the Department;
- (ii) On or after July 1, 2010, has been an active and practicing licensee and registered as a master massage therapist for a period of not less than three (3) years preceding the application for an upgrade to massage therapy instructor;
- (iii) On or after July 1, 2010, in addition to the experience under subdivision (6)(A)(i) of this section, has completed no less than two hundred fifty (250) continuing education hours as approved by the Department as a licensed master massage therapist; and
- (iv) Is determined by the Department to be qualified to be licensed and registered to practice massage therapy.

(B) “Massage therapy instructor” includes a person who has previously obtained the massage therapy instructor license under prior state law.

(C) Massage therapy instructors may:

- (i) Instruct continuing education programs approved by the Department;
- (ii) Instruct any of the procedures in subdivision (5) of this section; and
- (iii) Instruct basic curricula in a massage therapy school registered by the department as required by § 17-86-306(e);

14. “Massage Therapy School” means a registered and licensed facility that meets and follows the required educational standards as established by § 17-86-306 and all pertinent rules established by the State Board of Health.

15. “Massage Therapy Spa” means a site or premises, or portion of a site or premises, in which a massage therapist practices massage;

16. (A) “Master massage therapist” means a person who:

- (i) Before July 1, 2010, is a licensed and registered massage therapist who has completed no fewer than two hundred fifty (250) hours of practical experience as a massage therapist, which may be gained in part or in whole as an assistant to an instructor in a massage school and has completed no less than one hundred twenty-five (125) continuing education hours as approved by the Department of Health;
- (ii) On or after July 1, 2010, has been an active and practicing licensee and registered as a massage therapist for a period of not less than two (2) years preceding the application for an upgrade to master massage therapist;
- (iii) On or after July 1, 2010, in addition to the experience under subdivision (14) (A)(i) of this section, has completed no less than one hundred twenty-five (125) continuing education hours as approved by the Department of Health; and
- (iv) Is determined by the Department of Health to be qualified to be licensed and registered to practice massage therapy.

(B) “Master massage therapist” includes a person who has previously obtained the master massage therapist license under a prior state law.

(C) Master massage therapists may:

- (i) Instruct continuing education programs approved by the Department of Health;
- (ii) Instruct any of the procedures listed in the definition of massage therapy in this section; and
- (iii) Instruct, as directed by a massage therapy instructor, basic curricula in a massage therapy school registered by the Department of Health as required by § 17-86-306(e);

17. “NCBTMB” means National Certification Board of Therapeutic Massage and Bodywork.

18. “Passing grade” means a score of seventy (70%) percent or better.

19. “Postsecondary massage therapy school” means a massage therapy school that:

(A) Offers a postsecondary curriculum approved by the State Board of Health; and

(B) Has an enrollment in which no more than fifty percent (50%) of its students do not have a diploma or the recognized equivalent of a high school diploma.

20. “Sexual misconduct” includes:

(A) A range of behavior used to obtain sexual gratification against another's will, at the expense of another, without the client's knowledge, engaging in sexual activity for profit, or a combination of any of these activities;

(B) Massage of the genitalia, anus, and, except under specific circumstances, the breast; and

(C) Sexual activity with consent of a client or at the request of a client.

Section 3

Policies & Procedures

1. The Department designates all forms and letters as necessary.

2.

The Massage Therapy Technical Advisory Committee (MTTAC) may meet on a quarterly basis and at other times as deemed necessary by the Department and follows all requirements of the Freedom of Information Act and all other applicable State laws in conducting such meetings.

(A)The MTTAC shall consist of seven (7) members, who shall be appointed by the Board for a term of three (3) years. The composition of the MTTAC shall be as follows:

(i) Six (6) shall be licensees under the Massage Therapy Act;

(ii) Only one (1) shall be an owner of a massage therapy school; and

(iii) One (1) member, to represent the public, shall not be engaged in or retired from the practice of massage therapy.

(B)The powers and duties of the MTTAC are as follows:

- (i) Recommend rule changes to the Board;
- (ii) Recommend CEU approval to the Department;
- (iii) Hold initial hearings and determinations as described in Section 4.

3. Requests for items to be placed on the MTTAC's agenda must be submitted to the Department of Health's Massage Therapy Section in writing at least fourteen (14) days prior to the applicable MTTAC meeting.

4. A copy of the Massage Therapy Act and a copy of the latest adopted Rules shall be posted on the Department of Health's website and available for download.

5. An applicant applying as a new massage therapy licensee, an individual applying for a new massage therapy school license, or a licensee applying for an upgrade issued by the Department shall apply to the Identification Bureau of the Arkansas State Police for a state and federal criminal background check to be conducted by the Identification Bureau and the Federal Bureau of Investigation.

(A) The state and federal criminal background check shall conform to applicable federal standards and shall include the taking of fingerprints;

(B) The applicant shall sign a release of information to the Department and shall be responsible for the payment of any fees associated with the state and federal criminal background check;

(C) Each applicant who has resided outside of Arkansas shall provide a state and federal criminal background check, including the taking of fingerprints, issued by the state or states in which the applicant resided.

(D) Results shall be sent directly to the Department from the agency performing the state and federal criminal background check.

6. The MTTAC may deny, suspend, place on probation, or revoke a license if a licensee or applicant has pleaded guilty or nolo contendere to or been found guilty of any felony listed under Ark. Code Ann. §17-3-102.

7. Pre-Licensure Criminal Background Check

(A) Pursuant to Act 990 of 2019, an individual may petition for a pre-licensure determination of whether the individual's criminal record will disqualify the individual from licensure and whether a waiver may be obtained.

(B) The individual must obtain the pre-licensure criminal background check petition form from the Department.

(C) The Department will respond with a decision in writing to a completed petition within a reasonable time.

(D) The Department's response will state the reasons for the decision.

(E) All decisions of the Department in response to the petition will be determined by the information provided by the individual.

(F) Any and all decisions made by the Department in response to a pre-licensure criminal background check petition are not subject to appeal.

(G) The Department will keep and maintain a copy of the petition and response, which will be reviewed during the formal application process.

8. Waiver Request:

(A) If an individual has been convicted of a felony listed in A.C.A. § 17-2-102, the Department may waive disqualification of a potential applicant or revocation of a license based on the conviction if a request for a waiver is made by:

- (i) An affected applicant for a license; or
- (ii) An individual holding a license subject to revocation.

(B) The Department may grant a waiver upon consideration of the following, without limitation:

- (i) The age at which the offense was committed;
- (ii) The circumstances surrounding the offense;
- (iii) The length of time since the offense was committed;
- (iv) Subsequent work history since the offense was committed;
- (v) Employment references since the offense was committed;
- (vi) Character references since the offense was committed;
- (vii) Relevance of the offense to the occupational license; and
- (viii) Other evidence demonstrating that licensure of the applicant does not pose a threat to the health and safety of the public.

(C) A request for a waiver, if made by an applicant, must be in writing and accompany the completed application and fees. A request for waiver, if made by a licensee, must be in writing.

(D) The Department will respond with a decision in writing and will state the reasons for the decision.

(E) Appeals under this section will be subject to the Administrative Procedures Act §25-15-201 *et seq.*

9. Applicants for licensure are considered who have completed and graduated with a minimum of five (500) in-classroom hours of massage therapy classes, or proof is given of completion of the specific classes and hours taken as required in Arkansas massage schools.
- i. Each course must be a passing grade of seventy-five (75) percent or higher.

Section 4 **Enforcement**

1. Consumer Information:

(A) A copy of the most recent inspection sheet shall be posted in a conspicuous area.

(B) All Massage Therapy schools, Massage Therapy postsecondary schools, Massage therapist licenses, Master massage therapist license and Massage instructor licenses and spa and clinic registration letter shall be conspicuously posted in a designated place in reception areas, outside individual work rooms, or in the clinic area.

(C) A copy of the online complaint website and phone number for the Arkansas Department of Health Cosmetology and Massage Therapy Section shall be posted in a designated place in reception area, outside individual work rooms, or in the clinic area.

2. Inspections:

Initial, routine and complaint inspections are conducted to ensure compliance with the licensing law and rules. Any inspector shall have the authority to enter into and inspect any massage therapy spa, clinic or school at any time during business hours. Massage Therapy spas or clinics are inspected at least annually but not limited to, to ensure compliance with the licensing law and rules promulgated by the Board unless complaints are received by the Department. The inspectors examine licenses; inspect buildings and equipment; report violations of the law or rules; investigate complaints; - and perform initial inspections of new spas, clinics and schools.

3. Complaints:

A Any person may file a complaint against any of the following: a person who practices massage therapy, massage therapy clinic/spa, massage therapy school

or postsecondary massage therapy school on any of the grounds for disciplinary action provided in § 17-86-311(a) of the Massage Therapy Act.

B Official complaints must be made in writing within ninety (90) days from the date of infraction.

C Complaints will be investigated by the Department and its staff. **(D).** The Department has the authority to investigate all such written complaints, investigate and refer to the MTTAC any information that comes to their attention constituting reasonable belief that a violation of law or rule has occurred.

(4) Hearings

(A) If findings are made against a licensee, clinic/spa, or massage therapy school or postsecondary massage therapy school, a hearing shall be held by the MTTAC.

((i)) The MTTAC will hold any necessary hearings at the regular quarterly meetings.

((ii)) Appeals of MTTAC findings may be heard by the State Board of Health.

(B) For the purpose of adjudicative hearings on complaints, the Department shall comply with the Arkansas Administrative Procedures Act, § 25-15-201 et. seq.

Section 5 **Licensing and Renewals**

1. The Department may administer an examination of its own preparation as the State licensing examination for Arkansas massage therapists, to be administered at the time and place the Department so designates.
2. The Department will accept ,in lieu of the State licensing examination provided that the applicant passes a Department examination that verifies their knowledge of the Massage Therapy Act and of these rules that govern the practice of massage therapy in the State;
 - (A) Federation of State Massage Therapy Board Massage and Bodywork Licensing Exam (MBLEx)
 - (B) National Certification Examination for Therapeutic Massage (NCETM)
 - (C) National Certification Examination for Therapeutic Massage & Bodywork (NCETMB)
3. In the instance of multiple exams, the Department reserves the right to approve additional exams that are equivalent to those listed in Section 5, number 2.

4. The Department may, at its discretion, require a practical examination and may publish guidelines for the examination so that applicants might have insight into what would be expected to be demonstrated.
5. Every massage therapy license, active or inactive, is valid for a period of two (2) years and expires on the licensee's birthday.
 - a. The licensee must submit the following for renewal of his or her license: a completed license renewal application, payment of the appropriate fees and documented proof of no fewer than eighteen (18) hours of continuing education that have been approved in accordance with Article Six.
 - b. A renewal application must be postmarked on or before the first day of the month preceding the month in which the licensee's birthday falls in the biennial renewal year.

Example: Joe's birthday is June 14th and his license expires in 2011. His renewal application must be postmarked on or before May 1, 2011.
 - c. A renewal application postmarked after the first day of the month preceding the month in which the licensee's birthday falls shall be charged a late fee of twenty-five dollars (\$25.00) in addition to renewal fees.
 - d. A license is expired if application is postmarked after the birthday of the licensee in the biennial renewal year.
 - (1) Before the Department issues a new license to an applicant with an expired license, the applicant shall:
 - (a) Submit a new application that requires the applicant to meet current requirements; and
 - (b) Successfully complete an examination recognized by the Department of Health.
6. Renewal application forms will be mailed out the first of the month preceding the month they are due.
7. Any individual licensee who is currently not practicing and wishes to place his or her license on the inactive list shall:
 - a. Submit a renewal application for inactive status every two (2) years, even if remaining inactive.

- b. Surrender his or her current license to the Department of Health office.
 - c. Not practice massage therapy during the time licensee is on the inactive list.
 - d. Not remain on the inactive list for a period to exceed four (4) years without reexamination.
 - e. An individual who has been placed on the inactive list for fewer than four (4) years and wishes to reactivate licensure shall follow the procedures for license renewal, present satisfactory evidence of completion of continuing education hours for the inactive period and pay all appropriate fees before resuming active practice of massage therapy.
 - f. An individual who passes the four (4) year time allotment shall be considered to have an expired license and must meet the current requirements for licensure and successfully complete an examination recognized by the Department before resuming active practice of massage therapy.
8. Persons practicing with an expired license may be referred for prosecution or civil action for practicing without a license and penalties of Arkansas Code § 17-86-103 may be applied.

Section 6

Reciprocity, Temporary Licensure and Military Licensure.

Reciprocity under Act 1011 of 2019.

1. Reciprocity

- (A) Required Qualifications. An applicant applying for reciprocal licensure shall meet the following requirements:
 - (i) The applicant shall hold a substantially similar license in another United States jurisdiction.
 - (a) A license from another state is substantially similar to an Arkansas Massage Therapy license if the other state's licensure qualifications require:
 - i. Completed and graduated with a minimum of five (500) in-classroom hours of massage therapy classes, or proof is given of completion of the specific classes and hours taken as required in Arkansas massage schools as required by Ark. Code Ann. § 17-86-306(e).

- (b) The applicant shall hold his or her occupational licensure in good standing;
- (c) The applicant shall not have had a license revoked for:
 - i. An act of bad faith; or
 - ii. A violation of law, rule, or ethics;
- (d) The applicant shall not hold a suspended or probationary license in a United States jurisdiction;

(B) The applicant shall be sufficiently competent in the Massage Therapy and

(C) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination.

2. Required documentation. An applicant shall submit a fully-executed application, the required fee, and the documentation described below.

(A) As evidence that the applicant's license from another jurisdiction is substantially similar to Arkansas, the applicant shall submit the following information:

- (i) Evidence of current and active licensure in that state. The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website and;
- (ii) Evidence that the other state's licensure requirements match those listed in 1. (A) (i) (a) The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website.

(B) To demonstrate that the applicant meets the requirements in 1. (A) (i) (b) through (d), the applicant shall provide the Department with:

- (i) The names of all states in which the applicant is currently licensed or has been previously licensed;
- (ii) Letters of good standing or other information from each state in which the applicant is currently or has ever been licensed showing that the applicant has not had his license revoked for the reasons listed in 1. (A) (i) (c) and does not hold a license on suspended or probationary status as described in 1. (A) (i) (d) The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website.

(C) As evidence that the applicant is sufficiently competent in the field of Massage Therapy, an applicant shall:

- (i) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination.
- (ii) Submit three (3) letters of recommendation from former employers, former educators, or clients.

(D) Documents required to show compliance with least restrictive

Requirements:

- (i) A valid photo identification or driver's license, or both; and
- (ii) A social security card issued in the same name as the applicant or licensee.
- (iii) Present a high school diploma, Certificate of General Educational Development, or college transcript and credentials issued by a department-accepted massage therapy school or a like institution with no less than five hundred (500) in-classroom hours of instruction.
- (iv) An applicant shall have the massage therapy school submit the transcript directly to the department office.
 - (a) If the applicant's transcript is not obtainable from the original school, the applicant shall submit a statement to explain why it may not be obtained.
 - (b) Other documentation of credentials may be submitted and accepted for licensure at
- (v) Furnish to the department satisfactory proof of passing an examination recognized and approved by the department;
- (E) (A) An out-of-state applicant holding a current massage therapy license issued by another state and after receiving an Arkansas massage therapy license may apply for an upgrade to master massage therapist or massage therapy instructor by providing appropriate continuing education credits and experience gained before Arkansas licensure for department approval.

(B) An upgrade request shall be made by submitting a complete application package and paying the fees required by this chapter.

2. Temporary License

(A) The Department shall issue a temporary license immediately upon receipt of the application, the required fee, and the documentation required under 2. (A) (i) and (ii).

(B) The temporary license shall be effective for 90 days, unless the Department determines that the applicant does not meet the requirements in Reciprocity sections (A), (B), (C), and (D) in which case the temporary license shall be immediately revoked.

(C) An applicant may provide the rest of the documentation required above in order to receive a license, or the applicant may only provide the information necessary for the issuance of a temporary license.

3. License for person from state that doesn't license profession pursuant to Act 1011 of 2019.

(A) Required Qualifications. An applicant from a state that does not license Massage Therapy shall meet the following requirements:

- (i) The applicant shall be sufficiently competent in Massage Therapy; and
- (ii) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination.

- (iii) Submit three (3) letters of recommendation from former employers, former educators, or clients

(B) Required documentation. An applicant shall submit a fully-executed application, the required fee, and the documentation described below.

- (i) As evidence that the applicant is sufficiently competent in the field of Massage Therapy an applicant shall:
 - (a) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination.
 - (b) Submit three (3) letters of recommendation from former employers, former educators, or clients
- (ii) A valid photo identification or driver's license, or both; and
- (iii) A social security card issued in the same name as the applicant or licensee.
- (iv) Present a high school diploma, Certificate of General Educational Development, or college transcript and credentials issued by a department-accepted massage therapy school or a like institution with no less than five hundred (500) in-classroom hours of instruction.
- (v) An applicant shall have the massage therapy school submit the transcript directly to the department office.
 - (a) If the applicant's transcript is not obtainable from the original school, the applicant shall submit a statement to explain why it may not be obtained.
 - (b) Other documentation of credentials may be submitted and accepted for licensure at
- (vi) Furnish to the department satisfactory proof of passing an examination recognized and approved by the department;

4. Reciprocity and state-specific education pursuant to Act 1011 of 2019.

(A) The Department shall require an applicant to take no less than five hundred (500) in-classroom hours of instruction department-accepted massage therapy school or a like institution if the applicant is licensed in another state that does not offer reciprocity to Arkansas residents that is similar to reciprocity provided to out-of-state applicants in A.C.A. § 17-1-108.

(B) Reciprocity in another state will be considered similar to reciprocity under A.C.A. § 17-1-108 if the reciprocity provisions in the other state:

- (i) Provide the least restrictive path to licensure for Arkansas applicants;
- (ii) Do not require Arkansas applicants to participate in the apprenticeship, education, or training required as a prerequisite to licensure of a new professional in that state, except that the state may require Arkansas applicants to participate in continuing education or training that is required for all professionals in that state to maintain the licensure.
- (iii) Do not require Arkansas applicants to take a state-specific education unless required to do so under the same conditions described in A.C.A. § 17-1-108.

5. Military licensure under Act 820 of 2019

(A) As used in this subsection, “returning military veteran” means a former member of the United States Armed Forces who was discharged from active duty under circumstances other than dishonorable.

(B) As used in this subsection “automatic licensure” means granting the occupational licensure without an individual having met occupational licensure requirements provided under this title or by the rules of the occupational licensing entity.

(C) The Department shall grant automatic licensure to an individual who holds a substantially equivalent license in another U.S. jurisdiction and is:

1. An active duty military service member stationed in the State of Arkansas;
2. A returning military veteran applying for licensure within one (1) year of his or her discharge from active duty; or
3. The spouse of a person under (B)1 or 2 above.

C. The Department shall grant such automatic licensure upon receipt of all the below:

1. Payment of the initial licensure fee;
2. Evidence that the individual holds a substantially equivalent license in another state; and
3. Evidence that the applicant is a qualified applicant under Section B.

Section 7 **Continuing Education**

1. All courses for continuing education must fall within the scope of practice of massage therapy. Courses, demonstrations and workshops offered within the State of Arkansas must be submitted to the Department for prior approval for continuing education credits unless approved by NCBTMB, AMTA, or ABMP.
- 2) For the purpose of renewing or upgrading a license, credits may be approved for courses that are:
 - a. Pre-approved by the Department; or
 - b. Officially transcribed courses from a U.S. Department of Education approved and accredited postsecondary institution completed with a passing grade in anatomy, physiology, kinesiology, biomechanics, pathology, medical terminology or other related courses within the scope of practice of massage therapy; or
 - c. Out of state continuing education courses that fall within the scope of practice of massage therapy that are approved by NCBTMB, AMTA, or ABMP.
 - d. Courses falling outside above guidelines may be submitted for consideration.

- 3) Home study and online courses may be approved by the Department providing all the following criteria are met:
 - a) The course is pre-approved by the Department, NCBTMB, AMTA, or ABMP. . The course must fall within the scope of practice of massage therapy.
 - b) The course content cannot be in a hands-on subject matter.
 - c)
The course or courses cannot comprise more than six (6) of the total eighteen (18) continuing education hours needed for biannual renewal and cannot be repeated for renewal or upgrade purposes.
- 4)
 - a) Each course requesting Department approval must present all required information on the forms prescribed by the Department with appropriate fees.
 - b) Courses must be relevant to the field of massage therapy as defined in Section 2 of these rules;
 - c) Courses must have the following:
 - i) Proposed title
 - ii) Schedule of course
 - iii) Learning outcomes
 - iv) Session description
 - v) Relevance of course
 - vi) Program content/time frame
 - vii) Teaching strategies
 - viii) Learning environment
 - d) Courses must be instructed by a person who meets one of the following:
 - i. Has completed specialized related training.
 - A. For every one hour of CE to be taught the instructor must have 5 hours of specialized related training.
 - B.
 - C. The Department may give credit for extensive experience teaching the course, related courses, or years employed in the field.
 - ii. Has obtained instructor credentials specific to the practice.
 - iii. Has discovered and/or developed massage techniques and has a minimum of two (2) years practical experience related to the subject.
 - e) Meet at least two (2) of the following criteria:
 - i. Holds a current Arkansas massage therapist license;
 - ii. Graduated from a massage therapy school or postsecondary massage therapy school approved by the Department or a school with a comparable curriculum;

- iii. Holds a minimum of a bachelor's degree with a major in a subject related to the content of the program offered;
 - iv. Presents to the Department evidence of a substantial amount of education, training, and knowledge sufficient, in the discretion of the Department, to qualify their expertise in the field.
- 5) Pre-approved continuing education providers must comply with the following rules:
 - a. retain an attendance record of participants with copies of course materials for at least three (3) years following the conclusion of the course.
 - b. furnish each participant with a certificate of attendance or transcript verifying the participant's successful program completion
 - 1. The certificate shall not be issued until completion of the course.
 - 2. The certificate must contain the participant's name, instructor's name and signature, title of the course, dates the course was given, Department approval number, and number of credit hours earned.
 - c. submit course revisions to the Department for approval:
 - 1. Course revisions are defined as changes to the following:
 - i) Proposed title
 - ii) Schedule of course
 - iii) Learning outcomes
 - iv) Relevance of course
 - v) Program content/time frame
 - vi) Teaching strategies
 - vii) Learning environment
 - 2. Course revisions affecting less than ten (10) percent of the currently approved content may be approved by the Department.
 - 3. Course revisions exceeding ten (10) percent of the currently approved content may be approved by the Massage Therapy Technical Advisory Committee.
 - d. One (1) hour of continuing education credit is defined as no less than fifty (50) minutes of uninterrupted in-classroom learning, practical demonstration, or practice of the technique in the presence of the instructor

- e. Presenters/moderators/instructors of courses may not receive credit for the courses they present
 - f. The Department retains the right to review programs given by the provider; and may rescind provider status or reject individual programs given by provider if the provider has:
 - 1. Disseminated any false or misleading information in connection with the continuing education program; or
 - 2. Failed to conform to and comply with the written agreement and rules of the Department;
 - 3. Failed to meet ethical standards; or
 - 4. Is not providing consistent quality educational benefits to participants.
 - g. A written notice to rescind approval for continuing education courses will be sent to the course approval applicant and any person(s) approved to instruct the course.
 - 1. Instructors may request hearing of a decision to rescind approval for continuing education course(s).
 - 2. The hearing shall be conducted according to Article Four of these rules and the Arkansas Administrative Procedures Act, § 25-15-201 et seq.
- 6) Officially transcribed courses from a U.S. Department of Education approved and accredited postsecondary institution completed with a passing grade may be accepted at the rate of three (3) college-credit hours to equal forty (40) clock-hours of education.
 - 7) For the purpose of upgrading a license, classes that repeat any of the applicant's specific entry-level five hundred (500) hour coursework will not be accepted.
 - 8) For the purpose of upgrading a license, duplicated continuing education courses do not apply toward required hours for the upgrade.
 - 9) The Department shall audit five to ten percent of randomly-selected, active license renewals, for compliance with continuing education requirements annually.
 - a. Licensees who receive an audit form shall submit all appropriate

documentation to substantiate compliance with the Department's continuing education requirements within thirty days of receipt.

- b. Each licensed massage therapist shall maintain records of continuing education for a period of (3) years from the date of attendance.

Section 8

Massage Clinics

1. With the exception of treatments that are given at the location of a client, or treatments given at a temporary location lasting not more than 14 days such as a trade show, sporting event or community festival Massage therapist clinics, spas, or other facilities must: have a adequate workspace:

- a. The work area must be well ventilated, clean, and well equipped.
- b. There must be a sink for hand-washing with hot and cold running water and soap must be accessible
- c. Sanitize all body surface area(s) that come into contact with a client, prior to such contact, with a disinfecting solution that is bactericidal, capable of destroying bacteria; virucidal, capable of destroying viruses; and fungicidal, capable of destroying fungi. Disinfectants must be used according to manufacture labels to be safe and effective. Contact time listed on the manufacturers label must be adhered to at all times to effectively destroy pathogens
- d. Have accessible restrooms that are clean and sanitary without offensive odors and in working order at all times.
- e. Keep furniture, equipment, electrical equipment and other fixtures clean and in good repair at all times.
- f. Launder linens after each use.
- g. Have a separate receptacle for soiled and clean linens.
- h. Keep clean linens stored out of public use areas including but not limited to restrooms, reception area, hallways and other public traffic areas.
- i. Keep oils, lotions, or any other products that are used on clients in containers that are labeled and closed.

- n. Be compliant with all applicable city, state and local statutes and regulations.
 - o. In-home massage clinics/offices must be located in a separate room or rooms, used only for massage therapy services during ordinary business operations.
 - p. There must be no bed in a room used for massage therapy services.
 - q. A school or clinic must be equipped with a massage table or tables, a massage chair or chairs and equipped with such standard equipment dictated by the practice of massage therapy as defined in Section 2.
2. In-home massage clinics/offices must be located in a separate room or rooms, used only for massage therapy services during business operations.
 3. Mobile clinics are not considered temporary.
 4. Anyone who has an infectious, contagious, or communicable disease which may be spread by airborne, droplet, contact, or indirect methods and who is in contact with the public must not practice until all risk of disease transmission is cleared. Any employee with such a disease must be immediately relieved from duty until all risk of disease transmission is cleared.

Section 9

Massage Therapy Schools and Postsecondary Massage Therapy Schools

General Requirements: School as used throughout this Section includes, unless otherwise indicated, both Massage Therapy Schools and Postsecondary Massage Therapy Schools.

1. Application for Massage Therapy School:

- A. Any person, firm or corporation seeking to open a school of Massage Therapy shall submit an application with required forms to the Massage Therapy Section office and receive pre-approval from the Department.

The application shall include:

1. Completed application provided by the Department and available on the Department's website at www.healthy.arkansas.com.

2. Describe the location of your school, type of structure, and furnish a detailed floor plan in compliance with Article 8 Section 2.
 3. List of proposed equipment used for instructional purposes in compliance with Article 8 Section 2.
 4. Submit proposed curriculum including name and addition of textbooks and any other material that will uses for instructional purposes.
 5. List of instructors and their qualifications.
 6. Submit samples of all forms to be used in the School, such as, contract, sign-in sheets, attendance records, transcripts, guest instructor log, etc.
 7. Submit a copy of your school's handbook- including refund policy. Postsecondary Schools must also include a disciplinary policy.
 8. Valid background checks for each owner.
 9. Application Fee
- B. A person shall not establish, operate, or maintains a massage therapy school without first having obtained a certificate of massage therapy school licensure issued by the Department.
- C. Any Massage Therapy School wishing to teach both secondary and postsecondary students shall obtain both a license for a Massage Therapy School and a Postsecondary Massage Therapy School. The School shall also provide a procedure by which it will ensure that only students with a high school diploma or the equivalent are enrolled in the postsecondary school and receive Title IV funds.
- D. After satisfactory completion of initial requirements, schools are required to undergo Department inspection before they can be licensed.
- a. A Department staff member will perform an inspection of the school premises with required forms completed, and the results of such inspection will be returned to the Department for approval and/or adjustment recommendations.
 - b. Facilities that do not pass the first inspection will be re-inspected within thirty (30) days of notification of corrections.
- E. Postsecondary Massage Therapy Schools must show proof that the school adopts and discloses to the students a complaint process substantially similar to the one outlined in Section Four of these Rules.

2. Facility and Sanitary Requirements

1. School facilities must:
 - a. Be kept clean, sanitary and in good repair at all times.
 - b. Clean equipment and tools thoroughly on a routine basis and sanitize them with a disinfecting solution that is bactericidal, capable

of destroying bacteria; virucidal, capable of destroying viruses; and fungicidal, capable of destroying fungi. Disinfectants must be used according to manufacture labels to be safe and effective. Contact time listed on the manufacturers label must be adhered to at all times to effectively destroy pathogens. c. Have clinical workspace allowing for unrestricted movement around massage tables.

- d. Have adequately ventilated workspace to keep them free of excessive vapors, odors and fumes.
 - e. Be heated and air-conditioned with adjustable temperature control.
 - f. Have adequate space to accommodate all students during the theory and clinical instructional hours for which they are enrolled.
 - g. Have an instructional classroom that is clean, in good repair and well ventilated.
 - h. Have a minimum of one (1) massage table for every three (3) students in class.
 - i. Have an accessible hand-washing sink supplied with hot and cold running water, a soap dispenser and a sanitary hand drying method. Common towels are not allowed.
 - j. Have accessible restrooms that are clean and sanitary and in working order at all times. Restrooms shall not be used for storage of products used for servicing clients.
 - k. Have trash containers that are durable and easily cleanable that do not leak. Trash containers must be emptied daily to prevent an accumulation of garbage and the development of odors.
 - l. Dispose of all one time use towels, sheets and protective covering that cannot be disinfected immediately after use.
 - m. Have furniture, equipment and other fixtures that are made of washable material and kept clean and in good repair. Electrical equipment shall be kept clean and in good repair at all times.
 - n. Launder sheets and towels to disinfect after each use on client.
 - o. Have a separate receptacle for soiled linens.
 - p. Keep clean linens separate from public and/or covered in public use areas.
 - q. Keep oils, lotions or any products that are used on the public in containers that are labeled and sanitary.
 - r. Anyone who has an infectious, contagious, or communicable disease which may be spread by airborne, droplet, contact, or indirect methods and who is in contact with the public must not practice until all risk of disease transmission is cleared. Any employee or student with such a disease must be immediately relieved from duty until all risk of disease transmission is cleared.
2. Schools shall have an identifiable Massage Therapy Instructor who provides oversight and supervision under which other Master Massage Therapist or Massage Therapy Instructors can teach.

3. Schools must adhere to all state and local ordinance and provide a copy of the fire inspection, occupancy license, and/or business permits where required by law, and furnish copies to the Department upon request.
4. Schools must inform students regarding emergency evacuation procedures and clearly mark or post all routes and exits.

3. Curriculum

1. Schools have the discretion to grant CLEP credit for any previously obtained, successfully passed, and officially documented classroom education relevant to massage therapy.
 - a. Such credit may be granted at the rate of three (3) college credits to equal no more than forty (40) clock-hours.
 - b. Schools will maintain a file copy of all such examinations for Department inspection.
2. Schools must follow the curriculum outlined in Ark. Code Ann. § 17-86-306(e). The curriculum must be presented to and approved by the Department and will make further applications to the Department for any substantial modifications in the subjects, contents, or instructional methods offered to the students.
3. Schools must provide no less than three (3) clock-hours of HIV/AIDS and other basic communicable disease education within their twenty-five (25) hours of hygiene and infectious control as required by Arkansas Code § 17-86-306 (e)(4).
4. Schools that teach massage with students wearing swimsuits or underwear must instruct students at some time during their school on how to work on unclothed clients with a minimum of twenty (20) hours of classroom or student clinic massages on unclothed clients, unless there is a documented religious or medical objection made by the student.
5. Schools may not include more than five (5) percent of their total school curriculum of instruction with reiki, polarity, or other energy-based modalities.

4. Instruction Methods

1. Each specified course of study must be outlined with a syllabus that includes written learning objectives. Instructors will follow daily lesson plans and will provide active, organized learning sessions.

2. Recognized methods of instruction, such as, but not limited to, lecture, demonstration, and supervised hands-on practice will be utilized to ensure reasonable learning objectives and outcomes.
3. All classes must be instructed and supervised by qualified and approved personnel and consist of no less than fifty (50) minutes of active teaching per credit hour. In-school independent study time is limited to no more than five (5) percent of the total hours of a program.
4. Active teaching means qualified school personnel offering organized lecture, activities, demonstration, and/or direct and immediate supervision of students during hands-on practice.
5. Written and practical evaluations shall be conducted with all grades recorded and available for inspection.

5. Instructor Qualifications

1. All persons who instruct any portion of a curriculum within an approved massage therapy school must be a licensed master massage therapist or massage therapy instructor.
 - a. Each school must have on file such diplomas, transcripts, certifications, resumes, and/or other verifiable documents that attest to the person's qualifications and technical expertise.
 - b. Each school must be able to supply the Department with a list of instructors who have taught or who will be teaching at that school along with documentation of their qualifications and the subjects they have instructed or will instruct.
2. For the purposes of qualifying instructors for subjects required by Arkansas Code § 17-86-306, the following definitions will be used:
 - a. Technical subjects are those defined as massage therapy techniques, hydrotherapy, heliotherapy, electrotherapy, and any hands-on training that may occur under various related subjects.
 - b. Academic subjects include anatomy, physiology, pathology, and related human sciences; and
 - c. Non-technical subjects include massage therapy laws, ethics, and business management.
 - d. Persons to instruct technical subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor, and must have a minimum of two (2) consecutive years of active experience in the practice of massage therapy.
 - e. Persons to instruct academic subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor as defined in Arkansas Code § 17-86-102 (6)(A) or hold a minimum of a Bachelor's degree plus two (2) years practical experience in a subjects directly related to that being taught.

- f. Persons to instruct non-technical subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor as defined in Arkansas Code § 17-86-102 (6)(A) or hold a minimum of a two (2) year associate's degree and two (2) years practical experience in a subject directly relates to that being taught.
- 3. Schools may invite guest instructors to teach within their program without Department pre-approval if such guest instructor instructs on no more than sixteen (16) hours per school curriculum. (Section 9), 5.1 and 2 show how guest instructors shall be qualified.
 - a. Schools may utilize guest instructors to provide no more than a total of twenty-five (25) hours per school curriculum. A Record of all hours of instruction provided in this manner must be maintained by the school and be made available for Department inspection upon request.
 - b. Schools must keep a log of guest instructors.

6. Student Clinical

- 1. The purpose of any student clinical is to provide advancing students, enrolled in approved schools, an opportunity to gain practical experience working with the public in a supervised setting.
- 2. The status of the practitioner must be made clearly evident to the recipient of student massage.
- 3. Any student to be considered eligible for clinical practice must have completed the following requirements:
 - a. one hundred (100) hours of anatomy, physiology, pathology, and contraindications for massage therapy, and one hundred (100) hours of technical training, and all portions of the school's curriculum pertaining to personal hygiene, sanitation, ethics, and professional standards;
 - b. provide proof of student liability insurance.
- 4. All clinical massages by a student must be documented and performed under the supervision of a qualified technical instructor who has access to the treatment area at all times.
- 5. No more than fifty (50) hours of student massage may be attained in this manner and applied to meet the requirements for licensure.

6. Students may not solicit payment in any form during clinical practice either on school premises, at chosen locations for field trips, or while practicing away from school facilities and direction.

- a. This includes barters, donations and/or trades.

- b. The student may accept gratuities during supervised clinical massage.

7. No student may leave classroom instruction to perform student-client massages.

7. Records

1. All student records must be maintained for a period of not less than five (5) years.
2. In the event of school closure or change of school ownership a copy of all current student records and all student records maintained for the previous five (5) years must be submitted to the Department.
3. Attendance records will be maintained and verified by the school and must be made available for inspection by the Department upon request. Such records must verify both the subject and the actual attendance in class of each student enrolled.
4. Schools must require and maintain proof of CPR training for all students at the time of their graduation.

8. Mics.

1. Each school operated within the state shall be inspected during regular operations by the Department at least one (1) time each year.
2. Any school desiring to move the location of its license must notify the Department in writing at least thirty (30) days prior to any location change. The Department will inspect the school's new location within thirty (30) days of receiving a relocation notice.
3. Schools providing off-site student massages shall be allowed only under the direct supervision of a Massage Therapy Instructor or Master Massage Therapist.

Article Section 10 **Conduct & Ethics**

1. It is the responsibility of the licensed massage therapist (therapists) to create and maintain a safe environment during a massage session.

2. It is the therapist's responsibility to inform clients of their rights as recipients of massage therapy including but not limited to the following:
 - a. Their right to terminate the treatment at any time;
 - b. Their right to modify the treatment at any time;
3. Therapists shall ensure and safeguard the following rights of the clients:
 - a. Obtain necessary information from the client, to be held in confidence, regarding pertinent health history in order to assure safe treatment at all times;
 - b. Stay within the scope of practice of massage therapy, performing only techniques for which they are appropriately and sufficiently trained; and
 - c. Refrain, under all circumstances from initiating or engaging in any sexual conversation, sexual conduct, sexual behavior, or sexual activities involving a client, even if the client attempts to sexualize the relationship.
4. The licensed massage therapist adheres to the following practices:
 - a. Keeping licensure current;
 - b. Conducts all aspects of their massage practice in a legal, ethical, and responsible way;
 - c. Reports to the Department in writing and under oath any knowledge of violations of the Massage Therapy Act or the adopted Rules; and
5. Violations of any provision under this article may result in disciplinary action by the Board of Health, up to and including revocation of licensure in accordance with the procedures adopted in Article Four (4) of these rules.

Section 11

Miscellaneous Guidelines

1. Massage Therapy must be provided in a way that ensures the safety, comfort, and privacy of the client and therapist.
2. Clients receiving a massage must be draped or dressed to assure that the pubic area and genitals are not exposed.
3. A licensee who engages in the practice of massage therapy of the anus and genitalia shall have his or her license revoked for a period of three

(3) years. The licensee will receive a hearing in accordance with the process outlined in Article Four and the Arkansas Administrative Procedures Act, Ark. Code Ann. § 25-15-201 et seq.

4. The breast of a client may be treated under the following circumstances:

A. The massage of the breasts is for therapeutic and medical purposes including, without limitation, the reduction of scar tissue following a surgery on the breast, release of myofascial binding, or improving lymphatic flow;

B. The massage therapist has received at least forty-eight (48) hours of continuing education credits in lymphatic massage, myofascial massage, or oncology massage; and

C. there is a valid request from the client, the valid prescription is presented, or there is a referral from a qualified medical professional.

D. A client's breast may not be exposed without first having obtained prior written, signed consent.

E. A written description and explanation is given to the client before the massage begins and permission granted again before uncovering the breast.

F. Treatments must be noted on the client's assessment form.

5. The MTTAC shall revoke the license for a period of three (3) years of a licensee who engages in the practice of massage therapy of the breast tissue without following the process outlined in Paragraph 5 above.

6. Requirements for practicing cupping therapy:

A. The Massage Therapist must have a minimum of six (6) hours in-class, specialized training in cupping therapy which shall include indications, contraindications, hygiene, and hands on techniques.

B. When the six (6) hours of specialized training is provided as part of the curriculum in a massage therapy school or postsecondary massage therapy school, the transcript shall indicate course hours in cupping therapy or a certificate of successful completion shall be issued to the student.

CERTIFICATION

I hereby certify that the foregoing Rules for Massage Therapy in Arkansas were adopted by the Arkansas State Board of Health on the ____ day of _____ 2019 at Little Rock, Arkansas.

Nathaniel Smith, MD, MPH
Secretary, Arkansas State Board of Health

QUESTIONNAIRE FOR FILING PROPOSED RULES WITH THE
ARKANSAS LEGISLATIVE COUNCIL

DEPARTMENT/AGENCY: Arkansas Department of Health
DIVISION: Health Systems Licensing and Regulation/Cosmetology and Massage Therapy Section
DIVISION DIRECTOR: Connie Melton
CONTACT PERSON: Kelli Kersey
ADDRESS: 4815 West Markham, Slot 8, Little Rock, AR 72205
PHONE NO.: 501-661-2171 **FAX NO.:** 501-661-2055 **E-MAIL:** kelli.kersey@arkansas.gov
NAME OF PRESENTER AT COMMITTEE MEETING: Laura Shue
PRESENTER E-MAIL: laura.shue@arkansas.gov

INSTRUCTIONS

- A. Please make copies of this form for future use.
- B. Please answer each question completely using layman terms. You may use additional sheets, if necessary.
- C. If you have a method of indexing your rules, please give the proposed citation after "Short Title of this Rule" below.
- D. Submit two (2) copies of this questionnaire and financial impact statement attached to the front of two (2) copies of the proposed rule and required documents. Mail or deliver to:

Jessica C. Sutton
Administrative Rules Review Section
Arkansas Legislative Council
Bureau of Legislative Research
One Capitol Mall, 5th Floor
Little Rock, AR 72201

- 1. What is the short title of this rule? Rules for Massage Therapy in Arkansas
- 2. What is the subject of the proposed rule? Rule revision to update language of Rule to mirror Act 315, Act 426, Act 820, Act 990, Act 426 and Act 1011 of 2019. To Clean up the Rules for more clarification.
- 3. Is this rule required to comply with a federal statute, rule, or regulation? Yes____No x _____
If yes, please provide the federal rule, regulation, and/or statute citation. _____
- 4. Was this rule filed under the emergency provisions of the Administrative Procedure Act? Yes____ No x_____
If yes, what is the effective date of the emergency rule? _____
When does the emergency rule expire? _____
Will this emergency rule be promulgated under the permanent provisions of the Administrative Procedure Act? Yes____ No x_____
5. Is this a new rule? Yes____ No x____ If yes, please provide a brief summary explaining the rule.

Does this repeal an existing rule? Yes _____ No x _____ If yes, a copy of the repealed rule is to be included with your completed questionnaire. If it is being replaced with a new rule, please provide a summary of the rule giving an explanation of what the rule does.

Is this an amendment to an existing rule? Yes x _____ No _____ If yes, please attach a mark-up showing the changes in the existing rule and a summary of the substantive changes. **Note: The summary should explain what the amendment does, and the mark-up copy should be clearly labeled “mark-up.”**

6. Cite the state law that grants the authority for this proposed rule? If codified, please give the Arkansas Code citation. Act 530 of 2017, codified at A.C.A. § 17-86-102 (3) et seq.
7. What is the purpose of this proposed rule? Why is it necessary? To update language of Rule to mirror Act 315, Act 426, Act 820, Act 990, Act 426 and Act 1011 of 2019. To Clean up the Rules for more clarification.
8. Please provide the address where this rule is publicly accessible in electronic form via the Internet as required by Arkansas Code § 25-19-108(b). www.healthy.arkansas.gov
9. Will a public hearing be held on this proposed rule? Yes x _____ No _____
If yes, please complete the following:
Date: 8/27/2020
Time: 9:00 a.m.
Place: Freeway Medical Tower, 5800 W. 10th St., Room 906, Little Rock, Arkansas
10. When does the public comment period expire for permanent promulgation? (Must provide a date.)
August 27, 2020
11. What is the proposed effective date of this proposed rule? (Must provide a date.)
October 1, 2020
12. Please provide a copy of the notice required under Ark. Code Ann. § 25-15-204(a), and proof of the publication of said notice.
13. Please provide proof of filing the rule with the Secretary of State as required pursuant to Ark. Code Ann. § 25-15-204(e).
14. Please give the names of persons, groups, or organizations that you expect to comment on these rules? Please provide their position (for or against) if known.
Massage Therapist – For

FINANCIAL IMPACT STATEMENT

PLEASE ANSWER ALL QUESTIONS COMPLETELY

DEPARTMENT: Arkansas Department of Health

DIVISION: Health Systems Licensing and Regulation/Cosmetology and Massage Therapy Section

PERSON COMPLETING THIS STATEMENT: Kelli Kersey

TELEPHONE NO.: 501-682-2171 **FAX NO.:** 501-682-5640 **EMAIL:** kelli.kersey@arkansas.gov

To comply with Ark. Code Ann. § 25-15-204(e), please complete the following Financial Impact Statement and file two copies with the questionnaire and proposed rules.

SHORT TITLE OF THIS RULE: Rules for Massage Therapy of Arkansas

1. Does this proposed, amended, or repealed rule have a financial impact?
Yes _____ No x _____
2. Is the rule based on the best reasonably obtainable scientific, technical, economic, or other evidence and information available concerning the need for, consequences of, and alternatives to the rule?
Yes x _____ No _____
3. In consideration of the alternatives to this rule, was this rule determined by the agency to be the least costly rule considered? Yes x _____ No _____

If an agency is proposing a more costly rule, please state the following:

- (a) How the additional benefits of the more costly rule justify its additional cost;
 - (b) The reason for adoption of the more costly rule;
 - (c) Whether the more costly rule is based on the interests of public health, safety, or welfare, and if so, please explain; and
 - (d) Whether the reason is within the scope of the agency's statutory authority, and if so, please explain.
4. If the purpose of this rule is to implement a federal rule or regulation, please state the following:
 - (a) What is the cost to implement the federal rule or regulation?

Current Fiscal Year

General Revenue: 0
Federal Funds: 0
Cash Funds: 0
Special Revenue _____

Next Fiscal Year

General Revenue: 0
Federal Funds: 0
Cash Funds: 0
Special Revenue _____

Other (Identify)_____

Other (Identify)_____

Total: _____0_____

Total: _____0_____

(b) What is the additional cost of the state rule?

Current Fiscal Year

Next Fiscal Year

General Revenue: _____0_____

General Revenue: _____0_____

Federal Funds: _____0_____

Federal Funds: _____0_____

Cash Funds: _____0_____

Cash Funds: _____0_____

Special Revenue_____

Special Revenue_____

Other (Identify)_____

Other (Identify)_____

Total: _____0_____

Total: _____0_____

5. What is the total estimated cost by fiscal year to any private individual, entity and business subject to the proposed, amended, or repealed rule? Identify the entity(ies) subject to the proposed rule and explain how they are affected.

Current Fiscal Year

Next Fiscal Year

\$_____0_____

\$_____0_____

6. What is the total estimated cost by fiscal year to state, county, and municipal government to implement this rule? Is this the cost of the program or grant? Please explain how the government is affected.

Current Fiscal Year

Next Fiscal Year

\$_____0_____

\$_____0_____

7. With respect to the agency's answers to Questions #5 and #6 above, is there a new or increased cost or obligation of at least one hundred thousand dollars (\$100,000) per year to a private individual, private entity, private business, state government, county government, municipal government, or to two (2) or more of those entities combined?

Yes_____No x

If YES, the agency is required by Ark. Code Ann. § 25-15-204(e)(4) to file written findings at the time of filing the financial impact statement. The written findings shall be filed simultaneously with the financial impact statement and shall include, without limitation, the following:

- (1) a statement of the rule's basis and purpose;
- (2) the problem the agency seeks to address with the proposed rule, including a statement of whether a rule is required by statute;
- (3) a description of the factual evidence that:
 - (a) justifies the agency's need for the proposed rule; and
 - (b) describes how the benefits of the rule meet the relevant statutory objectives and justify the rule's costs;
- (4) a list of less costly alternatives to the proposed rule and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (5) a list of alternatives to the proposed rule that were suggested as a result of public comment and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (6) a statement of whether existing rules have created or contributed to the problem the agency seeks to address with the proposed rule and, if existing rules have created or contributed to the problem, an explanation of why amendment or repeal of the rule creating or contributing to the problem is not a sufficient response; and
- (7) an agency plan for review of the rule no less than every ten (10) years to determine whether, based upon the evidence, there remains a need for the rule including, without limitation, whether:
 - (a) the rule is achieving the statutory objectives;
 - (b) the benefits of the rule continue to justify its costs; and
 - (c) the rule can be amended or repealed to reduce costs while continuing to achieve the statutory objectives.

Summary of Proposed Changes
Rules for Massage Therapy in Arkansas

REVISION by Section	Supporting Information
§1 Massage Therapy Section	
<p>§ 1. Remove language "regulation"</p> <p>§ 2. Add language "Purpose – These Rules are prepared for the purpose of establishing standards to regulate the vocation of massage therapy, to provide for the licensing of persons to carry on and to teach such vocation, to regulate the conduct and sanitation of massage therapy clinics, Massage Therapy schools, and Massage Therapy postsecondary schools to prevent the spreading of communicable diseases and to provide penalties for violation thereof."</p>	<p>Correct Rule to meet requirements of Act 315</p> <p>Better clarification of the Rules</p>
§2 Principles, Methods and Definitions	
<p>§ 1. – 7. Replace language "is defined as to means"</p> <p>§ 7. Remove language "who does not teach more than sixteen (16) clock hours in school curriculum"</p> <p>§ 8. Remove language "and Regulation."</p> <p>§ 10. C. (v) Replace language "(a) Heliotherapy means to with" (vi) Move language "Therapist must demonstrate training in the use of electrical devices other than simple mechanical vibrators and present qualifications acceptable to the Department before using such devices." (vii) Replace language "this chapter to the Massage Therapy Act"</p> <p>§ 10. D. (iv) Add language " Piercing, lancing, or penetrating the skin"</p> <p>§ Add language "11. "Massage Therapy Act" means Arkansas Code § 17-86-101 et. Seq."</p> <p>§ Add language "17. "NCBTMB" means National Certification Board of Therapeutic Massage and BodyWork."</p> <p>§ Add language "18. "Passing grade" means score of seventy (70%) percent or better."</p> <p>§ Add language "19. "Postsecondary massage therapy school" means a massage therapy school that: (A) Offers a postsecondary curriculum approved by the State Board of Health; and (B) Has an enrollment in which no more than fifty percent (50%) of its students do not have a diploma or the recognized equivalent of a high school diploma."</p>	<p>Better Clarification of the definition</p> <p>Industry Concerns raised by subcommittee</p> <p>Correct Rule to meet requirements of Act 315</p> <p>Better Clarification of the definition</p> <p>Moved to educational requirements</p> <p>Better Clarification of the definition</p> <p>Better Clarification of the definition</p> <p>Better Clarification of the Rules</p> <p>Better Clarification of the Rules</p> <p>Better Clarification of the Rules</p> <p>Correct Rule to match Statute § 17-86-102</p>

Governor's summary

§3 Policies and Procedures	
<p>§ 1. Remove language “to accompany requests such as applications for licensure, licensing renewals, applications for upgrades to master, massage therapy instructor, continuing education program applications, school renewals, school and/or clinic inspections, and any other such forms and letters,”</p>	<p>Remove restrictive language</p>
<p>§ 2. Remove language “pre-determined” a. The MTTAC may adopt Robert’s Rules of Order or such procedures or methodologies, as it deems necessary.”</p> <p>§ 2. c. Remove language “for school and spa/clinic inspections”</p> <p>§ 2. c. Replace language “Article Four to Section 4.”</p>	<p>Remove restrictive language</p>
<p>§ 3. Remove language “Applications to the Department continuing education program courses and all r” “from members of the public” “by mail or email and postmarked or sent”</p> <p>Replace language “thirty (30) to fourteen (14)”</p>	<p>Remove restrictive language</p>
<p>§ 4. Remove language “and Regulations”</p>	<p>Correct Rule to meet requirements of Act 315</p>
<p>Add language § 6. “The MTTAC may deny, suspend, place on probation, or revoke a license if a licensee or applicant has pleaded guilty or nolo contendere to or been found guilty of any felony listed under Ark. Code Ann. § 17-2-102</p>	<p>Correct Rule to Statute § 17-2-102</p>
<p>§ 7. Replace language “Unless waived by the Department of Health, no applicant is eligible to receive or hold a license issued by the Department if the applicant has pleaded guilty or nolo contendere to or been found guilty of a felony or Class A misdemeanor or any offense involving fraud, theft, dishonesty, sexual misconduct, sexual solicitation, lewd behavior, child abuse or molestation, statutory rape, sexual assault, human trafficking, or other violent crime.</p> <p>a. The Department, at its sole discretion, and upon written request from the applicant, may consider waiver of the bar to eligibility to licensure as provided in Ark. Code Ann. § 17-86- 203(e)-(h).</p> <p>b. If the Department waives the bar to eligibility, the Department must submit the reasons for waiving the bar to eligibility in writing, and the determination and reasons shall be made available to members of the Department for review.</p> <p>To Pre-Licensure Criminal Background Check</p> <p>(A) Pursuant to Act 990 of 2019, an individual may petition for a pre-licensure determination of whether the individual’s criminal record will disqualify the individual from licensure and whether a waiver may be obtained.</p> <p>(B) The individual must obtain the pre-licensure criminal background check petition form from the Department.</p> <p>(C)The Department will respond with a decision in writing to a completed petition within a reasonable time.</p>	<p>Correct Rule to meet requirements of Act 990</p>

Governor's summary

(D) The Department's response will state the reasons for the decision.
(E) All decisions of the Department in response to the petition will be determined by the information provided by the individual.
(F) Any and all decisions made by the Department in response to a pre-licensure criminal background check petition are not subject to appeal.
(G) The Department will keep and maintain a copy of the petition and response, which will be reviewed during the formal application process.

Add language § 8. Waiver Request:

(A) If an individual has been convicted of a felony listed in A.C.A. § 17-2-102, the Department may waive disqualification of a potential applicant or revocation of a license based on the conviction if a request for a waiver is made by:

- (i) An affected applicant for a license; or
- (ii) An individual holding a license subject to revocation.

(B) The Department may grant a waiver upon consideration of the following, without limitation:

- (i) The age at which the offense was committed;
- (ii) The circumstances surrounding the offense;
- (iii) The length of time since the offense was committed;
- (iv) Subsequent work history since the offense was committed;
- (v) Employment references since the offense was committed;
- (vi) Character references since the offense was committed;
- (vii) Relevance of the offense to the occupational license; and
- (viii) Other evidence demonstrating that licensure of the applicant does not pose a threat to the health and safety of the public.

(C) A request for a waiver, if made by an applicant, must be in writing and accompany the completed application and fees. A request for waiver, if made by a licensee, must be in writing.

(D) The Department will respond with a decision in writing and will state the reasons for the decision.

(E) Appeals under this section will be subject to the Administrative Procedures Act §25-15-201 *et seq.*

§ 9. Remove language "Individuals who perform "rubdowns" or apply tanning lotions, oils, or apply other substances over the body of clients must hold a current massage license or a license from another discipline and are allowed to use only such procedures as are within the limits of their respective licenses and scope of practice. i. Each service performed without a massage license will constitute a violation of Ark. Code Ann. § 17-86-101 and may be subject to penalties under Ark. Code Ann. § 17-86-103.

Correct Rule to Statute § 17-2-102

Industry Concerns raised by subcommittee

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<p>§ 10. As a part of the original approval process, the Department considers only U.S. State-approved medical doctors, nurse practitioners and departments of health, and their equivalents, as qualified health care providers for purposes of certifying health compliance. A copy of the verifiable statement or health card issued by such providers indicating that the holder is free from contagious tuberculosis must be provided and meet the requirements of <i>Arkansas Code</i> 17-86-303(a) (6).</p>	<p>Industry Concerns raised by subcommittee</p>
<p>§ 4 Enforcement</p>	
<p>§ (A) Remove language "Complaint against a person, a clinic/spa, or massage therapy school or postsecondary massage therapy school."</p> <p>§ Add language 1. "Consumer Information: (A) A copy of the most recent inspection sheet shall be posted in a conspicuous area. (B) All Massage Therapy schools, Massage Therapy postsecondary schools, Massage therapist licenses, Master massage therapist license and Massage instructor licenses and spa and clinic registration letter shall be conspicuously posted in a designated place in reception areas, outside individual work rooms, or in the clinic area. (C) A copy of the online complaint website and phone number for the Arkansas Department of Health Cosmetology and Massage Therapy Section shall be posted in a designated place in reception area, outside individual work rooms, or in the clinic area."</p> <p>§ Add language 2. "Inspections: Initial, routine and complaint inspections are conducted to ensure compliance with the licensing law and rules. Any inspector shall have the authority to enter into and inspect any massage therapy spa, clinic or school at any time during business hours. Massage Therapy spas or clinics are inspected at least annually but not limited to, to ensure compliance with the licensing law and rules promulgated by the Board unless complaints are received by the Department. The inspectors examine licenses; inspect buildings and equipment; report violations of the law or rules; investigate complaints; - and perform initial inspections of new spas, clinics and schools."</p> <p>§ Add language 3. "Complaints:"</p> <p>§ Add language 3. " (A) and who practices massage therapy, massage therapy"</p> <p>§ Remove language 3. (A) "licensed by the Board"</p> <p>§ Remove language 3. (B) "The accusations must be in writing, signed by the accuser, and verified under oath."</p> <p>§ Remove language 3. (C) "one (1) member of the MTTAC with assistance of"</p> <p>§ Add language 3. (D) " The Department has the authority to investigate all such written complaints, investigate and refer to MTTAC any information that comes to their attention</p>	<p>Remove repetitive language</p> <p>Rule for transparency of health and safety consumer information</p> <p>Clarification of Rule for better understanding</p> <p>Clarification of Rule for better understanding</p> <p>Clarification of Rule for better understanding</p> <p>Clarification of Rule for better understanding</p> <p>Moved for clarification of Rule for better understanding</p>

Governor's summary

constituting reasonable belief that a violation of the Law or rule has occurred.”	
§ Add language 4. “Hearings”	Clarification of Rule for better understanding
§ 5 Licensing and Renewals	
§ Remove language 2. “the Federation of the State Massage Therapy Board Massage Therapy and Bodywork Licensing Exam (MBLEx)	Better flow and ease for reciprocity candidates
§ Add language 2. “(A) Federation of State Massage Therapy Board Massage and Bodywork Licensing Exam (MBLEx) (B)National Certification Examination for Therapeutic Massage (NCETM) (C) National Certification Examination for Therapeutic Massage & Bodywork (NCETMB)”	Clarification of Rule for better understanding
§ Replace language 3. “choose specific exams to approve additional exams that are equivalent to those listed in Section 5, number 2.”	Clarification of Rule for better understanding
§ Remove language 4. A., b., 1. a., “a. The Department determines the location for practical examinations b. Guidelines for massage and draping techniques will be tested at all locations. 1. The Department will be testing the draping of unclothed clients. a. However, exceptions may be allowed for documented medical or religious reasons.”	Clarification of Rule for better understanding
§ Move language 5. “Every massage therapy license, active or inactive, is valid for a period of two (2) years and expires on the licensee’s birthday. a. The licensee must submit the following for renewal of his or her license: a completed license renewal application, payment of the appropriate fees and documented proof of no fewer than eighteen (18) hours of continuing education that have been approved in accordance with Article Six. b. A renewal application must be postmarked on or before the first day of the month preceding the month in which the licensee’s birthday falls in the biennial renewal year. <i>Example: Joe’s birthday is June 14th and his license expires in 2011. His renewal application must be postmarked on or before May 1, 2011.</i> c. A renewal application postmarked after the first day of the month preceding the month in which the licensee’s birthday falls shall be charged a late fee of twenty-five dollars (\$25.00) in addition to renewal fees. d. A license is expired if application is postmarked after the birthday of the licensee in the biennial renewal year. (1) Before the Department issues a new license to an applicant with an expired license, the applicant shall: (a) Submit a new application that requires the applicant to meet current requirements; and (b) Successfully complete an examination recognized by the Department of Health.	Moved Rule for better understanding and flow

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<p>§ Move language 6. Renewal application forms will be mailed out the first of the month preceding the month they are due.</p> <p>§ Move language 7. Any individual licensee who is currently not practicing and wishes to place his or her license on the inactive list shall: a. Submit a renewal application for inactive status every two (2) years, even if remaining inactive. b. Surrender his or her current license to the Department of Health office. c. Not practice massage therapy during the time licensee is on the inactive list. d. Not remain on the inactive list for a period to exceed four (4) years without reexamination. e. An individual who has been placed on the inactive list for fewer than four (4) years and wishes to reactivate licensure shall follow the procedures for license renewal, present satisfactory evidence of completion of continuing education hours for the inactive period and pay all appropriate fees before resuming active practice of massage therapy. f. An individual who passes the four (4) year time allotment shall be considered to have an expired license and must meet the current requirements for licensure and successfully complete an examination recognized by the Department before resuming active practice of massage therapy.</p> <p>8. Persons practicing with an expired license may be referred for prosecution or civil action for practicing without a license and penalties of Arkansas Code § 17-86-103 may be applied.</p>	<p>Moved Rule for better understanding and flow</p> <p>Moved Rule for better understanding and flow</p>
<p>§ 6 Reciprocity, Temporary Licensure and Military Licensure.</p>	
<p>§ Add language "Reciprocity under Act 1011 of 2019 1. Reciprocity (A) Required Qualifications. An applicant applying for reciprocal licensure shall meet the following requirements: (i) The applicant shall hold a substantially similar license in another United States jurisdiction. (a) A license from another state is substantially similar to an Arkansas Massage Therapy license if the other state's licensure qualifications require: i. Completed and graduated with a minimum of five (500) in-classroom hours of massage therapy classes, or proof is given of completion of the specific classes and hours taken as required in Arkansas massage schools as required by Ark. Code Ann. § 17-86-306(e). (b) The applicant shall hold his or her occupational licensure in good standing; (c) The applicant shall not have had a license revoked for: i. An act of bad faith; or ii. A violation of law, rule, or ethics; (d) The applicant shall not hold a suspended or probationary license in a United States jurisdiction; (B) The applicant shall be sufficiently competent in the Massage Therapy and (C) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination. 2. Required documentation. An applicant shall</p>	<p>Correct Rule to meet requirements of Act 1011</p>

Governor's summary

submit a fully-executed application, the required fee, and the documentation described below. (A) As evidence that the applicant's license from another jurisdiction is substantially similar to Arkansas, the applicant shall submit the following information: (i) Evidence of current and active licensure in that state. The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website and; (ii) Evidence that the other state's licensure requirements match those listed in 1. (A) (i) (a) The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website. (B) To demonstrate that the applicant meets the requirements in 1. (A) (i) (b) through (d), the applicant shall provide the Department with: (i) The names of all states in which the applicant is currently licensed or has been previously licensed; (ii) Letters of good standing or other information from each state in which the applicant is currently or has ever been licensed showing that the applicant has not had his license revoked for the reasons listed in 1. (A) (i) (c) and does not hold a license on suspended or probationary status as described in 1. (A) (i) (d) The Department may verify this information online if the jurisdiction that issue provides primary source verification on its website. (C) As evidence that the applicant is sufficiently competent in the field of Massage Therapy, an applicant shall: (i) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination. (ii) Submit three (3) letters of recommendation from former employers, former educators, or clients. (D) Documents required to show compliance with least restrictive Requirements: (i) A valid photo identification or driver's license, or both; and (ii) A social security card issued in the same name as the applicant or licensee. (iii) Present a high school diploma, Certificate of General Educational Development, or college transcript and credentials issued by a department-accepted massage therapy school or a like institution with no less than five hundred (500) in-classroom hours of instruction. (iv) An applicant shall have the massage therapy school submit the transcript directly to the department office. (a) If the applicant's transcript is not obtainable from the original school, the applicant shall submit a statement to explain why it may not be obtained. (b) Other documentation of credentials may be submitted and accepted for licensure at (v) Furnish to the department satisfactory proof of passing an examination recognized and approved by the department; (E) (A) An out-of-state applicant holding a current massage therapy license issued by another state and after receiving an Arkansas massage therapy license may apply for an upgrade to master massage therapist or massage therapy instructor by providing appropriate continuing education credits and experience gained before Arkansas licensure for department approval. (B) An upgrade request shall be made by submitting

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a complete application package and paying the fees required by this chapter.”

§ Add language 2. “Temporary License

(A) The Department shall issue a temporary license immediately upon receipt of the application, the required fee, and the documentation required under 2. (A) (i) and (ii). (B) The temporary license shall be effective for 90 days, unless the Department determines that the applicant does not meet the requirements in Reciprocity sections (A), (B), (C), and (D) in which case the temporary license shall be immediately revoked. (C) An applicant may provide the rest of the documentation required above in order to receive a license, or the applicant may only provide the information necessary for the issuance of a temporary license.”

§ Add language 3. “License for person from state that doesn’t license profession pursuant to Act 1011 of 2019.

(A) Required Qualifications. An applicant from a state that does not license Massage Therapy shall meet the following requirements: (i) The applicant shall be sufficiently competent in Massage Therapy; and

(ii) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination. (iii) Submit three (3) letters of recommendation from former employers, former educators, or clients. (B) Required documentation. An applicant shall submit a fully-executed application, the required fee, and the documentation described below. (i) As evidence that the applicant is sufficiently competent in the field of Massage Therapy an applicant shall: (a) Pass a licensing exam comparable to Section 5, A, B or C and pass the Arkansas Massage Therapy Law examination. (b) Submit three (3) letters of recommendation from former employers, former educators, or clients; (ii) A valid photo identification or driver’s license, or both; and (iii) A social security card issued in the same name as the applicant or licensee. (iv) Present a high school diploma, Certificate of General Educational Development, or college transcript and credentials issued by a department-accepted massage therapy school or a like institution with no less than five hundred (500) in-classroom hours of instruction. (v) An applicant shall have the massage therapy school submit the transcript directly to the department office. (a) If the applicant's transcript is not obtainable from the original school, the applicant shall submit a statement to explain why it may not be obtained. (b) Other documentation of credentials may be submitted and accepted for licensure at (vi)Furnish to the department satisfactory proof of passing an examination recognized and approved by the department;”

Correct Rule to meet requirements of Act 1011

Correct Rule to meet requirements of Act 1011

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<p>§ Add language 4. "Reciprocity and state-specific education pursuant to Act 1011 of 2019.</p> <p>(A) The Department shall require an applicant to take no less than five hundred (500) in-classroom hours of instruction department-accepted massage therapy school or a like institution if the applicant is licensed in another state that does not offer reciprocity to Arkansas residents that is similar to reciprocity provided to out-of-state applicants in A.C.A. § 17-1-108. (B) Reciprocity in another state will be considered similar to reciprocity under A.C.A. § 17-1-108 if the reciprocity provisions in the other state: (i) Provide the least restrictive path to licensure for Arkansas applicants; (ii) Do not require Arkansas applicants to participate in the apprenticeship, education, or training required as a prerequisite to licensure of a new professional in that state, except that the state may require Arkansas applicants to participate in continuing education or training that is required for all professionals in that state to maintain the licensure. (iii) Do not require Arkansas applicants to take a state-specific education unless required to do so under the same conditions described in A.C.A. § 17-1-108."</p>	<p>Correct Rule to meet requirements of Act 1011</p>
<p>§ Add language 5. "Military licensure under Act 820 of 2019</p> <p>(A) As used in this subsection, "returning military veteran" means a former member of the United States Armed Forces who was discharged from active duty under circumstances other than dishonorable. (B) The Department shall grant automatic licensure to an individual who holds a substantially equivalent license in another U.S. jurisdiction and is: 1. An active duty military service member stationed in the State of Arkansas; 2. A returning military veteran applying for licensure within one (1) year of his or her discharge from active duty; or 3. The spouse of a person under (B)1 or 2 above. C. The Department shall grant such automatic licensure upon receipt of all the below: 1. Payment of the initial licensure fee; 2. Evidence that the individual holds a substantially equivalent license in another state; and 3. Evidence that the applicant is a qualified applicant under Section B. "</p>	<p>Correct Rule to meet requirements of Act 820</p>
<p>§7 Continuing Education</p>	
<p>§7 Replace language "under to within" and "practice as relates to the definition of massage therapy found in Article 2 to practice of massage therapy"</p> <p>§7 1. Add language "unless approved by the NCBTMB, AMTSA, or ABMP."</p> <p>§7 2. b. Remove language "college level", "of C or higher", "as", "defined in Article Two and accepted by the Department."</p> <p>§7 2. b. Add language "from a U.S. Department of Education approved and accredited postsecondary institution"</p>	<p>Clarification of Rule for better understanding</p> <p>Clarification of Rule for better understanding</p> <p>Clarification of Rule for better understanding</p>

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§7 2. c. Replace language “with prior approval of another state agency that oversees of massage therapy or certified professional massage therapy in Article Two to that fall within the scope of practice of massage therapy that are approved by NCBTMB, AMTA, or ABMP.”	Clarification of Rule for better understanding
§7 2. d. Add language “Courses falling outside above guidelines may be submitted for consideration.”	Clarification of Rule for better understanding
§7 3. a. Replace language “or another state agency regulating massage therapy or certified professional massage therapy agency to NCBTMB, AMTA, or ABMP.” And as defined in Article Two of these rules and regulations to of massage therapy”	Clarification of Rule for better understanding
§7 3. b. Replace language “must be in a non to content cannot be in a”	Industry Concerns raised by subcommittee
§7 4. Remove language “I and be accompanied”	Industry Concerns raised by subcommittee
§7 4. b. Replace language “Article Two to Section 2”	Industry Concerns raised by subcommittee
§7 4. c. Replace language “written, clearly defined learning objectives subject matter and teaching methods. to the following: i) proposed title ii) schedule of course iii) learning outcomes iv) session description v) relevance of course vi) program content/time frame vii) teaching strategies viii) learning environment	Industry Concerns raised by subcommittee
§7 4. d. Add language “meets one of the following:” “i. A. For every one hour of CE to be taught the instructor must have 5 hours of specialized related training. B. The Department may give credit for extensive experience teaching the course, related courses, or years employed in the field.”	Industry Concerns raised by subcommittee
§7 4. d. Replace language “or to ii. and or to iii.”	Industry Concerns raised by subcommittee
§7 4. e. Replace language “and who meets to Meet”	Industry Concerns raised by subcommittee
§7 4. e. ii. Add language “or postsecondary massage therapy school”	Industry Concerns raised by subcommittee
§7 4. e. Replace language “which has to a school with”	Industry Concerns raised by subcommittee
§7 4. e. Remove language “in classroom five hundred (500) hours” and “Graduated from a postsecondary massage therapy school approved by the Department or one which has a comparable in-classroom six hundred (600) hours curriculum;”	Industry Concerns raised by subcommittee
§7 5. a. Remove language “Continuing education course providers must”	Industry Concerns raised by subcommittee
§7 5. a. Replace language “roster to record”	Industry Concerns raised by subcommittee
§7 5. a. Add language “course”	Industry Concerns raised by subcommittee

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§7 5. b. Remove language "Continuing education course providers must"	Industry Concerns raised by subcommittee
§7 5. b. Add language "2. The certificate"	Industry Concerns raised by subcommittee
§7 5. c. Remove language "Continuing education course providers must"	Industry Concerns raised by subcommittee
§7 5. c. Add language "course revisions"	Industry Concerns raised by subcommittee
§7 5. c. Replace language "forms for the approval for any substantial changes or additional subjects that they may wish to offer to for approval"	Industry Concerns raised by subcommittee
§7 5. c. Add language "1. Course revisions are defined as changes to the following: i) proposed title ii) schedule of course iii) learning outcomes iv) relevance of course v) program content/time frame vi) teaching strategies vii) learning environment 2. Course revisions affecting less than ten (10) percent of the currently approved content may be approved by the Department. 3. Course revisions exceeding ten (10) percent of the currently approved content may be approved by the Massage Therapy Technical Advisory Committee."	Industry Concerns raised by subcommittee
§7 5. f. Replace language "audit and/or monitor to review"	Industry Concerns raised by subcommittee
§7 5. g. Add language "course approval applicant and any"	Industry Concerns raised by subcommittee
§7 5. g. 1. Replace language "administrative adjudication to hearing"	Industry Concerns raised by subcommittee
§7 5. g. 2. Replace language "which to The hearing"	Industry Concerns raised by subcommittee
§7 5. g. 2. Remove language "procedures adopted in and in accordance with"	Industry Concerns raised by subcommittee
§7 6. Replace language "college level to from a U.S. Department of Education approved and accredited postsecondary institution completed with a passing grade"	Industry Concerns raised by subcommittee
§7 Remove language "7. Instructors may only teach courses that reflect a percentage level of their training consistent with hours of credit being offered by the instructor. a. No more than twenty (20) percent of the hourly credit can be offered in relation to the training received by the instructor. 1. For example, if a trainer takes an approved thirty (30) hour continuing education program, he or she would qualify to teach a six (6) hour course in that particular subject.	Industry Concerns raised by subcommittee

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<p>b. At the Department's discretion, credit may be given for extensive experience teaching the course and/or related courses, and/or years employed in the field."</p> <p>§7 9. Replace language "may to shall, a to five to ten"</p> <p>§7 9. Remove language "as determined by the Department"</p> <p>§7 9. Add language "renewals and annually"</p> <p>§7 9. a. Add language "within thirty days of receipt"</p> <p>§7 Remove language "9. Disciplinary action for violations of rules of the Conduct and Ethics will be conducted in accordance with the procedures adopted in Article Three of these rules."</p>	<p>Industry Concerns raised by subcommittee</p> <p>Industry Concerns raised by subcommittee</p> <p>Industry Concerns raised by subcommittee</p> <p>Industry Concerns raised by subcommittee</p> <p>Industry Concerns raised by subcommittee</p>
<p>§8 Massage Clinics</p>	
<p>§8 1. Add language "With the exception of treatments that are given at the location of a client, or treatments given at a temporary location lasting not more than 14 days such as a trade show, sporting event or community festival"</p> <p>§8 1. Replace language "be given to have a"</p> <p>§8 1. Add language "a., b., c. Sanitize all body surface area(s) that come into contact with a client, prior to such contact, with a disinfecting solution that is bactericidal, capable of destroying bacteria; virucidal, capable of destroying viruses; and fungicidal, capable of destroying fungi. Disinfectants must be used according to manufacture labels to be safe and effective. Contact time listed on the manufacturers label must be adhered to at all times to effectively destroy pathogens d. Have accessible restrooms that are clean and sanitary without offensive odors and in working order at all times. e. Keep furniture, equipment, electrical equipment and other fixtures clean and in good repair at all times. f. Launder linens after each use. g. Have a separate receptacle for soiled and clean linens. h. Keep clean linens stored out of public use areas including but not limited to restrooms, reception area, hallways and other public traffic areas. i. Keep oils, lotions, or any other products that are used on clients in containers that are labeled and closed. n. Be compliant with all applicable city, state and local statutes and regulations., o., p., q."</p> <p>§8 1. q. Replace language "Article Two to Section 2"</p> <p>§8 Remove language "4. A towel or sheet that has been used by one (1) client may not be used on another person unless the towel or sheet has been re-laundered. 5. Therapists must comply with all city, county, and/or state regulations. 6. Anyone who has an infectious, contagious, or communicable disease which may be spread by airborne, droplet, contact, or</p>	<p>Rule for health and safety of consumer</p> <p>Clarification of Rule for better understanding</p> <p>Rule for health and safety of consumer</p> <p>Clarification of Rule for better understanding</p> <p>Clarification of Rule for better understanding</p>

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indirect methods and who is in contact with the public must not practice until all risk of disease transmission is cleared. Any employee with such a disease must be immediately relieved from duty until all risk of disease transmission is cleared.”

§8 Add language “2. In-home massage clinics/offices must be located in a separate room or rooms, used only for massage therapy services during business operations. 3. Mobile clinics are not considered temporary. 4. Anyone who has an infectious, contagious, or communicable disease which may be spread by airborne, droplet, contact, or indirect methods and who is in contact with the public must not practice until all risk of disease transmission is cleared. Any employee with such a disease must be immediately relieved from duty until all risk of disease transmission is cleared.”

Rule for health and safety for consumer

§ 9 Massage Therapy Schools and Postsecondary Massage Therapy Schools

1. Application for Massage Therapy School:

A. Any person, firm or corporation seeking to open a school of Massage Therapy shall submit an application with required forms to the Massage Therapy Section office and receive pre-approval from the Department.

The application shall include:

1. Completed application provided by the Department and available on the Department's website at www.healthy.arkansas.com.
2. Describe the location of your school, type of structure, and furnish a detailed floor plan in compliance with Section 2.
3. List of proposed equipment used for instructional purposes in compliance with Section 2.
4. Submit proposed curriculum including name and addition of textbooks and any other material that will be used for instructional purposes.
5. List of instructors and their qualifications.
6. Submit samples of all forms to be used in the School, such as, contract, sign-in sheets, attendance records, transcripts, guest instructor log, etc.
7. Submit a copy of your school's handbook- including refund policy. Postsecondary Schools must also include a disciplinary policy.
8. Valid background checks for each owner.
9. Application Fee

B. A person shall not establish, operate, or maintain a massage therapy school without first having obtained a certificate of massage therapy school licensure issued by the Department.

C. Any Massage Therapy School wishing to teach both secondary and postsecondary students shall obtain both a license for a Massage Therapy School and a Postsecondary Massage Therapy School. The School shall also provide a procedure by which it will ensure that only students with a high school diploma or the equivalent are enrolled in the postsecondary school and receive Title IV funds.

D. After satisfactory completion of initial requirements, schools are required to undergo Department inspection before they can be licensed.

- a. A Department staff member will perform an inspection of the school premises with required forms completed, and the results of such inspection will be returned to the Department for approval and/or adjustment recommendations.
- b. Facilities that do not pass the first inspection will be re-inspected within thirty (30) days of notification of corrections.

E. Postsecondary Massage Therapy Schools must show proof that the school adopts and discloses to the students a complaint process substantially similar to the one outlined in Section Four of these Rules.

2. Facility and Sanitary Requirements

1. School facilities must:

- a. Be kept clean, sanitary and in good repair at all times.

Section 9 rearranged for clarification and better flow of the Rule

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Section 9 rearranged for clarification and better flow of the Rule

- b. Clean equipment and tools thoroughly on a routine basis and sanitize them with a disinfecting solution that is bactericidal, capable of destroying bacteria; virucidal, capable of destroying viruses; and fungicidal, capable of destroying fungi. Disinfectants must be used according to manufacture labels to be safe and effective. Contact time listed on the manufacturers label must be adhered to at all times to effectively destroy pathogens.
 - c. Have clinical workspace allowing for unrestricted movement around massage tables.
 - d. Have adequately ventilated workspace to keep them free of excessive vapors, odors and fumes.
 - e. Be heated and air-conditioned with adjustable temperature control.
 - f. Have adequate space to accommodate all students during the theory and clinical instructional hours for which they are enrolled.
 - g. Have an instructional classroom that is clean, in good repair and well ventilated.
 - h. Have a minimum of one (1) massage table for every three (3) students in class.
 - i. Have an accessible hand-washing sink supplied with hot and cold running water, a soap dispenser and a sanitary hand drying method. Common towels are not allowed.
 - j. Have accessible restrooms that are clean and sanitary and in working order at all times. Restrooms shall not be used for storage of products used for servicing clients.
 - k. Have trash containers that are durable and easily cleanable that do not leak. Trash containers must be emptied daily to prevent an accumulation of garbage and the development of odors.
 - l. Dispose of all one time use towels, sheets and protective covering that cannot be disinfected immediately after use.
 - m. Have furniture, equipment and other fixtures that are made of washable material and kept clean and in good repair. Electrical equipment shall be kept clean and in good repair at all times.
 - n. Launder sheets and towels to disinfect after each use on client.
 - o. Have a separate receptacle for soiled linens.
 - p. Keep clean linens separate from public and/or covered in public use areas.
 - q. Keep oils, lotions or any products that are used on the public in containers that are labeled and sanitary.
 - r. Anyone who has an infectious, contagious, or communicable disease which may be spread by airborne, droplet, contact, or indirect methods and who is in contact with the public must not practice until all risk of disease transmission is cleared. Any employee or student with such a disease must be immediately relieved from duty until all risk of disease transmission is cleared.
- 2. Schools shall have an identifiable Massage Therapy Instructor who provides oversight and supervision under which other Master Massage Therapist or Massage Therapy Instructors can teach.
 - 3. Schools must adhere to all state and local ordinance and provide a copy of the fire inspection, occupancy license, and/or business permits where required by law, and furnish copies to the Department upon request.
 - 4. Schools must inform students regarding emergency evacuation procedures and clearly mark or post all routes and exits.
- 3. Curriculum**
- 1. Schools have the discretion to grant CLEP credit for any previously obtained, successfully passed, and officially documented classroom education relevant to massage therapy.
 - a. Such credit may be granted at the rate of three (3) college credits to equal no more than forty (40) clock-hours.
 - b. Schools will maintain a file copy of all such examinations for Department inspection.
 - 2. Schools must follow the curriculum outlined in Ark. Code Ann. § 17-86-306(e). The curriculum must be presented to and approved by the Department and will make further applications to the Department for any substantial modifications in the subjects, contents, or instructional methods offered to the students.
 - 3. Schools must provide no less than three (3) clock-hours of HIV/AIDS and other basic communicable disease education within their twenty-five (25) hours of hygiene and infectious control as required by Arkansas Code § 17-86-306 (e)(4).

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4. Schools that teach massage with students wearing swimsuits or underwear must instruct students at some time during their school on how to work on unclothed clients with a minimum of twenty (20) hours of classroom or student clinic massages on unclothed clients, unless there is a documented religious or medical objection made by the student.
5. Schools may not include more than five (5) percent of their total school curriculum of instruction with reiki, polarity, or other energy-based modalities.

4. Instruction Methods

1. Each specified course of study must be outlined with a syllabus that includes written learning objectives. Instructors will follow daily lesson plans and will provide active, organized learning sessions.
2. Recognized methods of instruction, such as, but not limited to, lecture, demonstration, and supervised hands-on practice will be utilized to ensure reasonable learning objectives and outcomes.
3. All classes must be instructed and supervised by qualified and approved personnel and consist of no less than fifty (50) minutes of active teaching per credit hour. In-school independent study time is limited to no more than five (5) percent of the total hours of a program.
4. Active teaching means qualified school personnel offering organized lecture, activities, demonstration, and/or direct and immediate supervision of students during hands-on practice.
5. Written and practical evaluations shall be conducted with all grades recorded and available for inspection.

5. Instructor Qualifications

1. All persons who instruct any portion of a curriculum within an approved massage therapy school must be a licensed master massage therapist or massage therapy instructor.
 - a. Each school must have on file such diplomas, transcripts, certifications, resumes, and/or other verifiable documents that attest to the person's qualifications and technical expertise.
 - b. Each school must be able to supply the Department with a list of instructors who have taught or who will be teaching at that school along with documentation of their qualifications and the subjects they have instructed or will instruct.
2. For the purposes of qualifying instructors for subjects required by Arkansas Code § 17-86-306, the following definitions will be used:
 - a. Technical subjects are those defined as massage therapy techniques, hydrotherapy, heliotherapy, electrotherapy, and any hands-on training that may occur under various related subjects.
 - b. Academic subjects include anatomy, physiology, pathology, and related human sciences; and
 - c. Non-technical subjects include massage therapy laws, ethics, and business management.
 - d. Persons to instruct technical subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor, and must have a minimum of two (2) consecutive years of active experience in the practice of massage therapy.
 - e. Persons to instruct academic subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor as defined in Arkansas Code § 17-86-102 (6)(A) or hold a minimum of a Bachelor's degree plus two (2) years practical experience in a subjects directly related to that being taught.
 - f. Persons to instruct non-technical subjects must be qualified and hold a current license as a master massage therapist or massage therapy instructor as defined in Arkansas Code § 17-86-102 (6)(A) or hold a minimum of a two (2) year associate's degree and two (2) years practical experience in a subject directly relates to that being taught.
3. Schools may invite guest instructors to teach within their program without Department pre-approval if such guest instructor instructs on no more than sixteen (16) hours per school curriculum. (Section 9), 5.1 and 2 show how guest instructors shall be qualified.
 - a. Schools may utilize guest instructors to provide no more than a total of twenty-five (25) hours per school curriculum. A Record of all hours of instruction provided in this manner must be maintained by the school and be made available for Department inspection upon request.

Section 9 rearranged for clarification and better flow of the Rule

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<p>b. Schools must keep a log of guest instructors.</p> <p>6. Student Clinical</p> <ol style="list-style-type: none"> 1. The purpose of any student clinical is to provide advancing students, enrolled in approved schools, an opportunity to gain practical experience working with the public in a supervised setting. 2. The status of the practitioner must be made clearly evident to the recipient of student massage. 3. Any student to be considered eligible for clinical practice must have completed the following requirements: <ol style="list-style-type: none"> a. one hundred (100) hours of anatomy, physiology, pathology, and contraindications for massage therapy, and one hundred (100) hours of technical training, and all portions of the school's curriculum pertaining to personal hygiene, sanitation, ethics, and professional standards; b. provide proof of student liability insurance. 4. All clinical massages by a student must be documented and performed under the supervision of a qualified technical instructor who has access to the treatment area at all times. 5. No more than fifty (50) hours of student massage may be attained in this manner and applied to meet the requirements for licensure. 6. Students may not solicit payment in any form during clinical practice either on school premises, at chosen locations for field trips, or while practicing away from school facilities and direction. <ol style="list-style-type: none"> a. This includes barbers, donations and/or trades. b. The student may accept gratuities during supervised clinical massage. 7. No student may leave classroom instruction to perform student-client massages. <p>7. Records</p> <ol style="list-style-type: none"> 1. All student records must be maintained for a period of not less than five (5) years. 2. In the event of school closure or change of school ownership a copy of all current student records and all student records maintained for the previous five (5) years must be submitted to the Department. 3. Attendance records will be maintained and verified by the school and must be made available for inspection by the Department upon request. Such records must verify both the subject and the actual attendance in class of each student enrolled. 4. Schools must require and maintain proof of CPR training for all students at the time of their graduation. <p>8. Mics.</p> <ol style="list-style-type: none"> 1. Each school operated within the state shall be inspected during regular operations by the Department at least one (1) time each year. 2. Any school desiring to move the location of its license must notify the Department in writing at least thirty (30) days prior to any location change. The Department will inspect the school's new location within thirty (30) days of receiving a relocation notice. 3. Schools providing off-site student massages shall be allowed only under the direct supervision of a Massage Therapy Instructor or Master Massage Therapist. 	<p>Section 9 rearranged for clarification and better flow of the Rule</p>
<p>§10 Conduct and Ethics</p> <p>§10 1. Add Language "(therapists)"</p> <p>§10 1. Remove language "and comfortable and the engenders trust and mutual respect"</p> <p>§10 2. Add language "including but not limited to the following: a. Their right to terminate the treatment at any time; b. Their right to modify the treatment at any time;"</p> <p>§10 3. Replace language "Massage therapists to Therapists"</p> <p>§10 3. b. & d. Move language "Inform the client of their right to terminate or modify their treatment at any time" and "Refer all clients to appropriate health care practitioners or other professionals as such need arises; and"</p>	<p>Clarification and better flow of the Rule</p> <p>Rearranged for clarification and better flow of the Rule</p> <p>Rearranged for clarification and better flow of the Rule</p> <p>Rearranged for clarification and better flow of the Rule</p> <p>Rearranged for clarification and better flow of the Rule</p>

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<p>§10 4. c. Move language “Upholds the highest standards of concern and respect for the well-being of their clients:”</p> <p>§10 4. d. Remove language “and Regulations”</p> <p>§10 4. e. Remove language “Wears proper and professional attire that is suitable and consistent with accepted business and professional practices.”</p> <p>§10 6. Remove language “Disciplinary action for violations of Rules of Conduct and Ethics will be conducted”</p>	<p>Rearranged for clarification and better flow of the Rule</p> <p>Correct Rule to meet requirements of Act 315</p> <p>Removed does not cause health and safety risk to the public.</p> <p>Remove repetitive language</p>
<p>§11 Miscellaneous Guidelines</p>	
<p>§11 1. Replace language “Draping and treatment to Massage Therapy”</p> <p>§11 2. Remove language “Draping must take place during the massage, and the therapist shall comply with the client’s request to remain partially or fully clothed under the drape”</p> <p>§11 3. Add language “or dressed”</p> <p>§11 5. Remove language “female”</p> <p>§11 5. D. Remove language “female and her”</p> <p>§11 5. E. Remove language “female”</p>	<p>Clarification and better flow of the Rule</p> <p>Remove repetitive language</p> <p>Clarification and better flow of the Rule</p> <p>Clarification of the Rule</p> <p>Clarification of the Rule</p>