

# February Review

## INITIAL APPLICANTS

				Decision	
Last Name	First Name	Organization Name (if Applicable)	Received Date	Status Awarded	To be Sent By:
Cherry	Ma	Ayuroma Inc.	12/22/2006	Approved	Letter Sent 3/13/2007
Walker	Sue		12/29/2006	Approved	Letter Sent 3/5/2007
Setthakorn	Chongol	International Training Massage School	1/8/2007	Approved	Letter Sent 3/23/2007
Biro	Patti		1/19/2007	Approved	Letter Sent 3/5/2007
Halaschak	Jeffrey		1/21/2007	Deferred	Letter Sent 3/22/2007
Scott	Geraldine	American Institute of Indian Head Massage	1/21/2007	Approved	Letter Sent 3/30/2007
Deva	Jami	Supreme Science QiQong Center	1/21/2007	Approved	Letter Sent 3/5/2007
McConnell	Michael		1/21/2007	Approved	Letter Sent 3/29/2007
Schibner	Joseph L		1/21/2007	Approved	Letter Sent 3/7/2007
McDonell	Jonathan	New York Institute of Massage	1/19/2007	Approved	Letter Sent 4/22/2007
Phillips	Carol		1/19/2007	Approved	Letter Sent 5/10/2007
Klinger	Mona		1/19/2007	Approved	Letter Sent 4/10/2007

## RENEWAL APPLICANTS

				Decision	
Last Name	First Name	Organization Name (if Applicable)	Received Date	Status Awarded	To be Sent By:
Bates	Victoria		12/22/06	Approved	Letter Sent 3/7/2007
Alicia	Michael		12/22/06	Approved	Letter Sent 3/8/2007

Brittain	Paula	Byron Katie International, Inc.	12/27/06	Approved	Letter Sent 4/19/2007
Smith	Linda	Institute for Spiritual Healing & Aromatherapy, Inc.	12/27/06	Approved	Letter Sent 3/9/2007
Knight	Lolita	Lolita Knight	12/28/06	Approved	Letter Sent 3/16/2007
Harris	Neal		12/29/06	Approved	Letter Sent 4/23/2007
Waters	Bette		1/3/07	Approved	Letter Sent 3/27/2007
Overholser	Lee		1/8/07	Approved	Letter Sent 3/12/2007
Seidl	Elisabeth B.		1/19/07	Approved	Letter Sent 3/9/2007
Rose	Mary K.		1/21/07	Approved	Letter Sent 3/12/2007
Brown	Joanne	OnlineCE.com	1/21/07	Deferred	Letter Sent 3/19/2007
Overmeyer	Luanne		1/21/07	Approved	Letter Sent 3/15/2007
Griffin	Martha		1/21/07	Approved	Letter Sent 3/15/2007
Demahy	John		1/19/07	Approved	Letter Sent 3/16/2007
Powers	Susan		1/19/07	Approved	Letter Sent 4/23/2007

## RESPONSE TO DEFERRALS

Last Name	First Name	Organization Name (if Applicable)	Received Date	Decision	
				Status Awarded	To be Sent By:
Burnham	Linda	Burnham Systems Studies	1/8/07	Approved	Letter Sent 3/5/2007
Smith	Edward	Seashore Healing Arts Center	1/16/07	Approved	Letter Sent 3/5/2007
Whalen-Shaw	Patricia	Integrated Touch Therapy, Inc.	1/22/07	Approved	Letter Sent 3/20/2007

The NCBTMB Approved Provider Team anticipates an overwhelming number of initial and renewal applications until June 2007. We must therefore, request that all applicants withhold any correspondence with the NCBTMB concerning their decision status until a decision letter has been mailed to you. If you have not received a written decision letter within 5 business days of the mailed date, please send an e-mail to [www.ce@ncbtmb.com](mailto:www.ce@ncbtmb.com).

Communications to our office by phone or e-mail prior to your decision letter will impede our efforts and slow down the approval process for everyone. The Approved Provider Team thanks you for your cooperation and patience while we try to process each application as efficiently and swiftly as possible.

#### **Four Possible Decisions**

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|-------------------------|--|
| <b>Approved</b>         | Approval status is granted for three (3) years. For initial applicants: all courses submitted that you have taught (that fit the NCBTMB guidelines for continuing education) will be retroactively accepted to award continuing education credit to NCBTMB certificants. This retroactive credit reflects the <u>last two years</u> from the date of approval. |
| <b>Approved Pending</b> | Minor deficiencies exist in the application; once remedied by the applicant, the application is approved.  |
| <b>Deferred</b>         | Greater deficiencies are present in the application; the applicant has sixty (60) days to respond and remedy these deficiencies. Failure to respond within the time frame will result in forfeiture of the fee and require re-submission on the part of the applicant. There are and will be no exceptions to this rule.                                       |
| <b>Denied</b>           | Does not meet the NCBTMB's definition of a provider of continuing education for the field of massage therapy/bodywork. The provider may appeal the decision. (Read the appeal process below)   |

#### **Appeal Process**

Individuals or organizations may appeal the Continuing Education Committee's decision to defer or deny an application. Within sixty (60) days, a Letter of Appeal must reach the NCBTMB office showing reasonable cause for reconsideration. This is best done by addressing the committee's concerns – point by point – as described in the decision letter that the applicant received. Failure to respond within the time frame will result in forfeiture of the fee and require re-submission on the part of the applicant. There are and will be no exceptions to this rule.