

MICHIGAN DENTIST LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a dentist license.)

APPLICATION AND FEES

- Online Application For a Dentist License - Complete all fields, answer all questions and upload any supporting documentation. Online application can be completed by visiting www.michigan.gov/miplus
- Application Fee (Must be paid by Visa, Mastercard, or Discover credit or debit card.):
 - Dentist – By Endorsement – \$316.20
 - Dentist – By Exam – \$316.20
 - Dentist – Relicensure – \$336.20
 - Controlled Substance License – \$254.10

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

NOTE: You must be issued your dentist license prior to applying for any dental specialty.

- Criminal Background Check – Once the online application is completed and submitted you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure, if the license expired within the last three years).
- Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license.
- Human Trafficking – Beginning January 6, 2022, individuals seeking licensure must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.11123 prior to being issued a license. The training must only be completed one time.
- Social Security Number – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining a SSN or do not have a SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- Verification of Licensure – If you hold a current license or ever held a license as a dentist, verification of licensure will be required to be submitted directly to this office by the licensing agency of any state of the United States in which you hold or ever held a license. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

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- You may apply for a controlled substance license by completing the controlled substance license fields on the application. If you do not apply for a controlled substance license on your initial application, you must wait for the dentist license to be issued before applying for a controlled substance license.
- Beginning September 1, 2019, individuals seeking a controlled substance license or who is licensed to prescribe or dispense controlled substances must have completed a 1-time training in opioids and controlled substances awareness that meets the standards established in Administrative Rule 338.3135 prior to being issued a license.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY EXAM

- Arrange for official transcripts to be sent directly to this office confirming graduation from an American Dental Association (ADA) accredited school. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Arrange for the official report of your National Board scores to be sent directly to this office from the National Board of Dental Examiners by visiting their website, www.ada.org.
- Take and pass the American Board of Dental Examiners (ADEX) simulated clinical written examination, which is offered by the Northeast Regional Board of Dental Examiners (NERB). To take the examination, contact the Commission on Dental Competency Assessments (CDCA) by visiting their website at www.cdcaexams.org.
- Take and pass all parts of a clinical examination offered by any of the following: NERB, a regional testing agency approved by the Board; a state-offered clinical examination that is substantially equivalent to the NERB.
- If you have passed a clinical examination developed and scored by a state or other entity that is substantially equivalent to the NERB, as provided in R 338.11203(5), provide proof of successful completion of a substantially equivalent clinical examination, as provided in R 338.11203(5) and (6) to this office.

If you graduated from a non-ADA accredited dental school before receiving your DDS or DMD degree or specialty degree or certification recognized in R 338.11501 from an ADA accredited school:

- Arrange for a certified copy of this final, official transcript from the non-ADA accredited school where a dental degree was obtained to be submitted to this office. An original, official translation must also be included if the transcript is not in English. Documents can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Arrange for official transcripts to be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909 confirming one of the following:
 - Successful completion of a minimum two-year ADA accredited dental program where a Doctor of Dental Surgery (DDS) or a Doctor of Dental Medicine (DMD) degree was awarded.
 - Successful completion of a minimum two-year master's degree or certificate program in an ADA accredited dental program with a degree or certificate being awarded from a dental specialty program in one of the following: Oral and maxillofacial surgery; Orthodontics and dentofacial orthopedics; Prosthodontics; Periodontics; Pediatric dentistry; Endodontics; Oral pathology or oral maxillofacial pathology.

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- Arrange for the official report of your National Board scores to be sent directly to this office from the National Board of Dental Examiners by visiting their website, www.ada.org.
- Take and pass the American Board of Dental Examiners (ADEX) simulated clinical written examination, which is offered by the Northeast Regional Board of Dental Examiners (NERB). To take the examination, contact the Commission on Dental Competency Assessments (CDCA) by visiting their website at www.cdcaexams.org.
- Take and pass all parts of a clinical examination offered by any of the following: NERB, a regional testing agency approved by the Board; a state-offered clinical examination that is substantially equivalent to the NERB.
- If you have passed a clinical examination developed and scored by a state or other entity that is substantially equivalent to the NERB, as provided in R 338.11203(5), provide proof of successful completion of a substantially equivalent clinical examination, as provided in R 338.11203(5) and (6) to this office.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

- If you have been licensed and practicing for a minimum of 5 years in another state immediately preceding your application for licensure in Michigan, you must arrange for the official report of your regional or state examination scores to be sent directly to this office from the examination agency. Scores can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- If you have been licensed less than 5 years in another state you must complete the requirements for licensure by examination.

ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE

- Online application can be completed by visiting www.michigan.gov/miplus, select **MiPlus Login**, select **“Modification”** next to your license number and then select **“Relicensure.”**

Applicants for relicensure whose license has lapsed for less than 3 years at the time of application must complete the following:

- Submit proof of current certification in basic or advanced life support.
- Submit copies of certificates showing proof of having earned 60 hours of board-approved continuing education with at least 20 of those hours in programs devoted to clinical issues and at least 3 hours in pain and symptom management earned within the 2 year period immediately preceding the date of your application for relicensure. A minimum of 20 hours must be obtained by attending live courses or programs.

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Applicants for relicensure whose license has lapsed for more than 3 years, but less than 5 years, at the time of application must complete the following:

- Submit proof of current certification in basic or advanced life support.
- Submit copies of certificates showing proof of having earned 60 hours of board-approved continuing education with at least 20 of those hours in programs devoted to clinical issues and at least 3 hours in pain and symptom management earned within the 2 year period immediately preceding the date of your application for relicensure. A minimum of 20 hours must be obtained by attending live courses or programs.
- Satisfying either of the following:
 - Retake and pass the Diagnostic Skills Examination (DSE) portion of the American Board of Dental Examiners (ADEX) examination offered by the Northeast Regional Board of Dental Examiners (NERB). Information about taking the DSE examination can be found at www.cdcaexams.org.
 - Provide to the department documentation that you hold or have held a valid and unrestricted license in another state within 3 years immediately preceding the application for relicensure.

Applicants for relicensure whose license has lapsed for more than 5 years at the time of application must complete ONE of the following:

- If you have not held a dentist license in another state within the 3 years immediately preceding the application for relicensure, follow the requirements for licensure by examination.
- If you have held a dentist license in another state within the 3 years immediately preceding the application for relicensure, provide all of the following requirements:
 - Provide documentation to the department that you hold or have held a valid and unrestricted license in another state within 3 years immediately preceding the application for relicensure.
 - Submit proof of current certification in basic or advanced cardiac life support.
 - Provide copies of certificates showing proof of having earned 60 hours of board-approved continuing education with at least 20 of those hours in programs devoted to clinical issues and at least 3 hours in pain and symptom management earned within the 2 year period immediately preceding the date of your application for relicensure. A minimum of 20 hours must be obtained by attending live courses or programs.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application For a Dentist Renewal – Can be completed by visiting www.michigan.gov/miplus
- Renewal Application Fee (Must be paid by Visa, Mastercard, or Discover credit or debit card.):
Dentist Renewal Application Fee: \$290.70
Controlled Substance Renewal Application Fee: \$243.30
- Renewal Cycle: 3 years

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- Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking license renewal.
- Disciplinary Question – Documentation will be required if you answer “yes” to having sanctions imposed against you by a similar licensure, registration, certification, or disciplinary board of another state or country you have not previously reported to the department.
- Dental Amalgam – Documentation will be required if you are subject to the provisions of Administrative Rule 338.11811 regarding the installation and operation of a dental amalgam separator. You must verify that you are in compliance with the dental amalgam separator rules and provide with each license renewal application the amalgam separator make and year that each separator was installed. The dental amalgam separator rules do NOT apply to any of the following: Oral and maxillofacial surgeons; Oral and maxillofacial radiologists; Oral pathologists; Orthodontists; Periodontists; Dentists while providing services in a dental school, in a hospital or through a local health Department; and Dentists who install and use a holding tank and do not discharge amalgam waste.
- Accept Renewal Attestation - By accepting the renewal attestation you as the licensee are certifying that you have met the following continuing education requirements during the 3-year period immediately preceding the application for renewal and the human trafficking requirement:
 - Human Trafficking – Beginning in 2020, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.11123 prior to renewing their license. The training must only be completed one time.
 - 60 hours of continuing education as outlined in Rule 338.11701 approved by the board earned as follows:
 - A minimum of 20 hours of continuing education in programs directly related to clinical issues such as delivery of care, materials used in delivery of care, and pharmacology.
 - A minimum of 20 hours of continuing education by attending live courses or programs that provide for direct interaction between faculty and participants.
 - A minimum of 20 hours of continuing education in the dental specialty field in which you are certified.
 - A minimum of 3 hours of continuing education in pain and symptom management, which may include, but are limited to, courses in behavior management, psychology of pain, pharmacology, behavior modification, stress management, clinical applications, and drug interactions.
 - Possess current certification in basic or advanced cardiac life support from an agency or organization that grants certification pursuant to standards substantially equivalent to the standards adopted in Rule 338.11705(3).
- Your controlled substance license will renew along with the dentist license, unless you uncheck the “renew cs” box on the renewal application.
 - Beginning with the 2022 renewal cycles, and all renewal cycles thereafter, controlled substance licensees must have completed prior to renewal a 1-time training in opioids and controlled substance awareness that meets the standards established in Administrative Rule 338.3135.

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- Additional information regarding continuing education can be found by accessing the Administrative Rules for Dentistry at: www.michigan.gov/healthlicense and click on the dentistry link.

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/healthlicense and clicking on the dentistry link you can access the following helpful resources and forms.

Resources:

- Michigan Public Health Code
- Administrative Rules for Dentistry