

(Revised 10/2017)

## CONTINUING EDUCATION REQUIREMENTS FOR MICHIGAN DENTISTS

Authority: Public Act 368 of 1978, as amended  
This form is for information only

This document has been developed to explain the requirements and the license renewal process for every Dentist licensed to practice in Michigan.

The Michigan Public Health Code and board administrative rules requires every Dentist that is renewing a license who has been licensed for the 3-year period immediately preceding the expiration date of the license to possess current certification in basic or advanced cardiac life support and to have completed not less than 60 hours of continuing education approved by the board during the 3-year period immediately preceding the application for renewal, including at least 3 continuing education credits in pain and symptom management in each renewal period. A minimum of 20 hours of the 60 hours required must be directly related to clinical issues such as delivery of care, materials used in delivery of care, and pharmacology. In addition, a minimum of 20 hours of the required 60 hours of approved continuing education must be completed by attending live courses or programs that provide for direct interaction between faculty and participants, including, but not limited to, lectures, symposia, live teleconferences, workshops, and participation in volunteer clinical services. These courses, with the exception of the volunteer clinical services, may be counted toward the required courses in clinical issues such as delivery of care, materials used in delivery of care, and pharmacology.

Pursuant to this requirement, the Board of Dentistry has promulgated rules to establish specific criteria for the Board's approval of continuing education courses and programs.

### **REQUIREMENTS FOR RENEWAL**

#### **TRAINING ON IDENTIFYING VICTIMS OF HUMAN TRAFFICKING:**

The Michigan Public Health Code and board administrative rules requires all Dentists to complete training on identifying victims of human trafficking that meets the requirements in Administrative Rule 338.11123. Please note this is a one-time training that is separate from continuing education. Licensees renewing in 2017 must complete training on identifying victims of human trafficking by renewal in 2020; licensees renewing in 2018 must complete training on identifying victims of human trafficking by renewal in 2021; etc. Beginning January 6, 2022 an applicant for initial licensure as a Dentist must complete training on identifying victims of human trafficking as a requirement for licensure.

## **CONTINUING EDUCATION:**

The Michigan Public Health Code and board administrative rules require Dentists to complete continuing education as follows:

- A renewal applicant who has been licensed for the 3-year period immediately preceding the expiration date of the license must complete not less than 60 hours of board-approved continuing education.
- 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 R 338.11705.
- A renewal applicant must complete 3 hours of board approved continuing education in pain and symptom management related to the practice of Dentistry. The continuing education in pain and symptom management is part of, and not in addition to, the required 40 hours of board approved continuing education. Continuing education hours in pain and symptom management, as they relate to the practice of dentistry, may include, but are not limited to the following: behavior management, psychology of pain, pharmacology, behavior modification, stress management, clinical applications, and drug interactions.
- In addition applicants for a dentist license shall comply with all of the following: Complete not less than 60 hours of continued education approved by the board during the 3-year period immediately preceding the application for renewal. Complete a minimum of 20 hours of the 60 hours required of approved continuing education in programs directly related to clinical issues such as delivery of care, materials used in delivery of care, and pharmacology. Complete a minimum of 20 hours of the required 60 hours of approved continuing education by attending live courses or programs that provide for direct interaction between faculty and participants, including, but not limited to, lectures, symposia, live teleconferences, workshops, and participation in volunteer clinical services provided for in R 338.11703(o). These courses, with the exception of the volunteer clinical services, may be counted toward the required courses in clinical issues such as delivery of care, materials used in delivery of care, and pharmacology.

### **The following is considered board-approved continuing education:**

- Successful completion of a course or courses offered for credit in a dental school or a hospital-based dental specialty program, a dental hygiene school or dental assisting school approved by the board. Ten hours of continuing education shall be credited for each quarter credit earned and 15 hours shall be credited for each semester credit earned, without limitation. (If audited, the licensee must submit an official transcript showing credit hours of the academic courses completed.)
- A maximum of 20 credit hours per calendar year may be earned for satisfactory participation for a minimum of 7 months in a postgraduate dental clinical training program in a hospital or institution that is approved by the board. (If audited, the licensee must submit a letter from program director.)
- Attendance at a continuing education program offered by a dental school or a hospital-based dental specialty program, a dental hygiene school, or a dental assisting school approved by the board. One hour of continuing education shall be credited for each hour of program attendance, without limitation. (If audited, the licensee must submit a copy of a letter or certificate showing his/her name, hours earned, sponsor name and the date on which the program was held.)

- Attendance at a continuing education program approved by the board. One hour of continuing education shall be credited for each hour of program attendance, without limitation. (If audited, the licensee must submit a letter from the program sponsor verifying the presentation including the date.)
- Development and presentation of a table clinical demonstration or a continuing education lecture offered in conjunction with the presentation of continuing education programs approved by the board. One hour of continuing education shall be credited for each hour devoted to the development and initial presentation of a table clinical demonstration or a continuing education lecture, with a maximum of 10 hours of continuing education credited for the development and presentation of the same table clinical demonstration or lecture. (If audited, the licensee must submit a copy of the document published with evidence of publication; i.e., publication acceptance letter.)
- Twelve hours of continuing education shall be credited for the initial publication of an article or articles related to the practice of dentistry, dental hygiene, or dental assisting in the journal of an accredited school of dentistry, dental hygiene, or dental assisting or a state or state component association of dentists, dental specialists, dental hygienists, or dental assistants. (If audited, the licensee must submit a copy of the document published with evidence of publication; i.e., publication acceptance letter.)
- Twenty-five hours of continuing education shall be credited for the initial publication of an article or articles related to the practice of dentistry, dental hygiene, or dental assisting in a textbook or in the journal of a national association of dentists, dental specialists, dental hygienists, or dental assistants. (If audited, the licensee must submit a signed statement describing materials read or viewed.)
- Reading articles, viewing or listening to the media, other than online programs, devoted to dental, dental hygiene, or dental assisting education. One hour of continuing education shall be credited for each hour devoted to such education, with a maximum of 10 hours credited under this category. (If audited, the licensee must submit a copy of a letter or certificate showing his/her name, hours earned, sponsor's accreditation and the date on which the program was taken.)
- A maximum of thirty hours of continuing education may be earned for participation in board-approved continuing education activities offered online, through electronic media, or both. (If audited, the licensee must submit a copy of specialty certification or letter indicating passing the examination.)
- Successful completion of an American board specialty examination. Ten hours of continuing education shall be credited in the year in which the applicant is advised he or she passed the examination. (If audited, the licensee must submit a copy of the current license that was renewed in another state, proof of continuing education requirements that were met to renew that license, proof of practicing and residing in said state.)
- Renewal of a license held in another state that requires continuing education for license renewal that is substantially equivalent to that required in Michigan's rules if the applicant resides and practices in another state. For a dentist, 60 hours of continuing education shall be credited for evidence of current licensure in another state. (If audited, the licensee must submit a copy of a letter or certificate showing his/her name, hours earned, sponsor's accreditation and the date on which the program was held.)
- Attendance at a continuing education program which has been granted approval by another state board of dentistry. One continuing education hour may be granted for each hour of program attendance. (If audited, the licensee must submit a copy

of a letter or certificate showing his/her name, hours earned, sponsor's accreditation and the date on which the program was held.)

- Attendance at dental-related programs which shall be documented by the licensee as relevant to health care and advancement of the licensee's dental education. The board shall deny a request for approval if the continuing education request does not meet the criteria used by the board for approval of continuing education hours. Ten hours of continuing education shall be credited. (If audited, the licensee must submit a copy of a letter or certificate showing his/her name, hours earned, sponsors accreditation and the date on which the program was held.)
- A maximum of 30 credit hours per renewal period for a dentist may be earned for attendance at programs related to topics approved for category 1 continuing education by the boards of medicine or osteopathic medicine. (If audited, the licensee must submit a copy of a letter or certificate showing his/her name, hours earned, sponsor's accreditation and the date on which the program was held.)
- A maximum of 20 volunteer credit hours per renewal period for a dentist may be earned for providing volunteer clinical dental services within Michigan at a board-approved program.

### **RENEWAL PROCEDURES**

Dentistry licenses expire every 3 years on August 31st. Submission of the renewal application certifies that the continued education.

**DO NOT SEND THE CONTINUING EDUCATION DOCUMENTS** to our office unless requested. The Department of Licensing and Regulatory Affairs, Bureau of Professional Licensing, will conduct an audit at the conclusion of each renewal period. Dentists Chosen for audit through an automated random selection process will be contacted by letter to submit documented evidence of the completion of continuing education activities.

**DO NOT RENEW YOUR LICENSE IF THE CONTINUING EDUCATION REQUIREMENTS HAVE NOT BEEN MET.** A Dentist who is unable to provide evidence of completion of the continuing education requirements, when requested, is in violation of the Michigan Public Health Code and subject to one or more of the following possible license sanctions: reprimand, probation, denial, suspension, revocation, limitation, restitution, and fine.

Licenses can be renewed approximately 90 days prior to the expiration date of the license after completion of continuing education requirements by submitting the renewal application with the renewal fee. Licenses can be renewed during the sixty-day grace period after completion of continuing education requirements; a \$20 late fee will be applied in addition to the renewal payment.

**IF THE LICENSE IS NOT RENEWED PRIOR TO THE END OF THE 60-DAY GRACE PERIOD**, the license will lapse and reflect the June 30 expiration date. The applicant will be required to apply for relicensure in order to resume practice in Michigan. "Relicensure" means the granting of a license to a person whose license has lapsed for failure to renew the license within 60 days after the expiration date.

## **CONTINUING EDUCATION WAIVERS**

The Michigan Public Health Code authorizes the Board of Dentistry to waive the continuing education requirements for a license renewal applicant if, upon written application, the Board finds the failure of the licensee to attend the required board-approved courses or programs was due to the licensee's disability, military service, absence from the continental United States, or a circumstance beyond the control of the licensee which the Board considers good and sufficient.

A written request for a waiver must be submitted by mail to the Department of Licensing and Regulatory Affairs, Bureau of Professional Licensing, Attn: Board of Dentistry, P.O. Box 30670, Lansing, MI 48909 or by email to [BPLHelp@michigan.gov](mailto:BPLHelp@michigan.gov) and shall include supporting documentation for the reason for the waiver. A waiver cannot be requested after an application for renewal has been submitted. The Board cannot prospectively waive continuing education requirements.

