

(Revised 10/2019)

CONTINUING EDUCATION REQUIREMENTS FOR MICHIGAN REGISTERED DENTAL HYGIENISTS AND DENTAL ASSISTANTS

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 dental hygienists and dental assistants licensed to practice in Michigan.

The Michigan Public Health Code and board administrative rules requires every dental hygienist and dental assistant to complete, during the 3-year period prior to the date of application for renewal of the license, not less than 36 hours of continuing education approved by the Board of Dentistry and to possess current certification in basic or advanced cardiac life support.

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:

Michigan Public Health Code and board administrative rules requires all dental hygienists and dental assistants, beginning with the 2020 renewal cycle, and all renewal cycles thereafter, to have completed training in identifying victims of human trafficking that meet the standards established in Administrative Rule 338.11123. Please note this is a one-time training that is separate from continuing education.

CONTINUING EDUCATION:

The Michigan Public Health Code and board administrative rules require dental hygienists and dental assistants 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 36 hours of continuing education approved by the board during the 3-year period immediately preceding the application for renewal. A minimum of 12 hours of the 36 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 12 hours of the required 36 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 provision of 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.

- A renewal applicant must complete 2 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 36 hours of board approved continuing education. Continuing education hours in pain and symptom management may include, but are not limited to, courses in behavior management, psychology of pain, pharmacology, behavior modification, stress management, clinical applications, and drug interactions.
- A renewal applicant must 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(3).
- A renewal applicant holding both a registered dental hygienist license and a registered dental assistant license shall have completed not less than a total of 36 hours board approved continuing education. The 36 hours shall include not less than 12 hours devoted to registered dental hygienist functions and not less than 12 hours devoted to registered dental assistant functions.

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.
- Attendance at a continuing education program offered by a dental school or 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.
- 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.
- Development and presentation of a table clinic 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 clinic 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 clinic demonstration or lecture.
- 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 assistant, or in a state or state component association of dentists, dental specialists, dental hygienists, or dental assistants.
- 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.
- A maximum of 18 hours of continuing education may be earned for participation in board-approved continuing education activities offered online, through electronic media, or both.

- Reading articles and viewing or listening to 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 of participation with a maximum of 10 hours credited under this category.
- Renewal of a license held in another state that requires continuing education for license renewal that is substantially equivalent to that required in these rules if the applicant resides and practices in another state. For a registered dental hygienist or registered dental assistant, 36 hours of continuing education shall be credited for evidence of current licensure in such other state.
- A registered dental assistant, meeting the requirements of recertification by the Dental Assisting National Board, 36 hours of continuing educations shall be credited for evidence of current certification, other than emeritus certification.
- 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.
- Attendance at dental related programs which are 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 sponsors. Six hours of continuing education credited.
- A maximum of 18 credit hours per renewal period may be earned for attendance at programs related to specific dental specialty topics approved for category 1 continuing education by the boards of medicine or osteopathic medicine.
- A maximum of 12 volunteer credit hours per renewal period may be earned for providing volunteer clinical dental hygiene or assistant services within Michigan at a board-approved program.

RENEWAL PROCEDURES

Dentistry licenses expire every 3 years. Submission of the online renewal certifies that the requirements are met. If the renewal requirements have not been completed, the renewal application should not be submitted. Licenses can be renewed approximately 90 days prior to the expiration date of the license after completion of the continuing education requirements by completing the online renewal application and paying the renewal fee. Licenses can be renewed during the 60 day grace period after completion of continuing education requirements; a \$20.00 late fee will be applied in addition to the renewal payment.

DO NOT RENEW YOUR LICENSE IF THE CONTINUING EDUCATION REQUIREMENTS HAVE NOT BEEN MET. A dental hygienist or dental assistant 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 possible license sanctions.

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. Dental hygienists and dental assistants 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. Every licensee who is renewing his/her license shall maintain evidence of complying with the requirements of this rule for a period of 4 years from the date of the submission for renewal.

IF THE LICENSE IS NOT RENEWED PRIOR TO THE END OF THE 60-DAY GRACE PERIOD, the license will lapse. 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 of 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.

If a continuing education waiver is requested, the request for a waiver may be submitted 90 days prior to expiration of the license, but must be received prior to the license expiration date. A waiver cannot be requested after an application for renewal has been submitted. Licensees who have not been granted waivers should allow their licenses to expire.

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 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.