

## MICHIGAN DENTAL THERAPIST LICENSING GUIDE

### LICENSURE REQUIREMENTS CHECKLIST

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

#### APPLICATION AND FEES

- Online Application For a Dental Therapist License - Complete all fields, answer all questions and upload any supporting documentation. Online application can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus)
- Application Fee (Must be paid by Visa, Mastercard, or Discover credit or debit card.):
  - Dental Therapist – By Endorsement – \$95.00
  - Dental Therapist – By Exam – \$95.00
  - Dental Therapist – Relicensure – \$115.00

#### THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

- 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 338.11271 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 – Verification of licensure must be sent directly to our office by the licensing agency of any state or province of Canada in which you hold or ever held a license as a dental therapist. Verification includes, but is not limited to, showing proof that the applicant’s license is in good standing and, if applicable, the record of any disciplinary action taken or pending against the applicant. Verification can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- English Language Proficiency – An individual applying for licensure must demonstrate a working knowledge of the English language. This can be established if either the applicant’s required health professional educational program was taught in English, a transcript establishes the applicant earned not less than 60

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college level credits from an English-speaking graduate or undergraduate school, or that the applicant obtained a passing score on an approved English proficiency exam as established by the department under [R 338.7002b\(2\)](#) of the Public Health Code – General Rules.

- Implicit Bias Training – Beginning June 1, 2022, individuals seeking licensure must have completed at least 2 hours of implicit bias training within the five years immediately preceding issuance of the license.

### ADDITIONAL REQUIREMENTS FOR LICENSURE BY EXAM

- Arrange for official transcripts to be sent directly to this office confirming graduation from a CODA accredited dental therapy program. Transcripts can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Applicants who have not completed a CODA accredited dental therapy program must arrange for official transcripts to be sent directly to this office confirming graduation from a non-CODA accredited dental therapy program. An original, official translation must also be included if the transcript is not in English. Documents can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909. Your dental therapy program will be subject to a review by the Michigan Board of Dentistry to determine if the program substantially conforms to the dental therapy education program CODA standards at the time you graduated.
- Take and pass the comprehensive, competency-based clinical examination, which is developed and scored by the Commission on Dental Competency Assessments (CDCA) with a converted score of not less than 75 on each component. To take the examination, contact the CDCA by visiting their website at [www.cdcaexams.org](http://www.cdcaexams.org).
- Arrange for a letter to be submitted to this office directly from your educational institution showing completion of 500 hours of clinical practice, including practice hours in extractions and restorations, under the direct supervision of a dentist. The letter must include the name and Michigan license number of the supervising dentist.
- Complete a 1-time training in opioids and other controlled substances awareness that meets the criteria listed in R 338.3135.

### ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

- Arrange for official transcripts to be sent directly to this office confirming graduation from a CODA Accredited dental therapy program. Transcripts can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Applicants who have not completed a CODA accredited dental therapy program must arrange for official transcripts to be sent directly to this office confirming graduation from a non-CODA accredited dental therapy program. An original, official translation must also be included if the transcript is not in English. Documents can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909. Your dental therapy program will be subject to a review by the Michigan Board of Dentistry

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to determine if the program substantially conforms to the dental therapy education program CODA standards at the time you graduated.

- Take and pass the comprehensive, competency-based clinical examination, which is developed and scored by the Commission on Dental Competency Assessments (CDCA) **OR** an examination offered by another state board that is determined by the Michigan Board of Dentistry to be substantially equivalent to the CDCA competency-based clinical examination with a converted score of not less than 75. To take the CDCA examination, contact the CDCA by visiting their website at [www.cdcaexams.org](http://www.cdcaexams.org).
- Arrange for a letter to be submitted to this office directly from your educational institution showing completion of 500 hours of clinical practice, including practice hours in extractions and restorations, under the direct supervision of a dentist. The letter must include the name and Michigan license number of the supervising dentist.
- Must have held a license as a dental therapist in good standing in another state 30 days before filing an application in this state.

### **ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT FOR THOSE LICENSED IN A PROVINCE OF CANADA** **(These are in addition to the requirements stated above that apply to ALL Applicants)**

- Verification of the completion of the educational requirements for a dental therapist license in a province of Canada or another state to obtain licensure as a dental therapist in a province of Canada or another state. Verification can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.
- Arrange for a letter to be submitted to this office directly from your educational institution showing completion of 500 hours of clinical practice, including practice hours in extractions and restorations, under the direct supervision of a dentist. The letter must include the name and Michigan license number of the supervising dentist.
- Take and pass the comprehensive, competency-based clinical examination, which is developed and scored by the Commission on Dental Competency Assessments (CDCA) **OR** an examination offered by another state board that is determined by the Michigan Board of Dentistry to be substantially equivalent to the CDCA competency-based clinical examination with a converted score of not less than 75. To take the CDCA examination, contact the CDCA by visiting their website at [www.cdcaexams.org](http://www.cdcaexams.org).

### **ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE**

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

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

- Submit proof of current certification in basic or advanced cardiac life support for health care providers with a hands-on component from an agency or organization that grants certification pursuant to standards equivalent to those established by the American Heart Association (AHA), earned within the 2-year period before applying for relicensure.
- Complete a 1-time training in opioids and other controlled substances awareness that meets the criteria listed in R 338.3135.

### **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 cardiac life support for health care providers with a hands-on component from an agency or organization that grants certification pursuant to standards equivalent to those established by the American Heart Association (AHA), earned within the 2-year period before applying for relicensure.
- Submit copies of certificates showing proof of having earned 35 hours of board-approved continuing education earned within the 2-year period immediately preceding the date of your application for relicensure. The continuing education must include the following:
  - At least 2 hours in pain and symptom management.
  - 1 hour in dental ethics and jurisprudence.
  - 1 hour in infection control, which must include sterilization of hand pieces, personal protective equipment, and the Centers for Disease Control and Prevention's infection control guidelines.
- Complete a 1-time training in opioids and other controlled substances awareness that meets the criteria listed in R 338.3135.
- Provide evidence of **ONE** of the following:
  - Re-take and pass a comprehensive, competency-based clinical examination approved by the Department with a converted passing score of not less than 75 within the 2-year period immediately preceding the application for relicensure. Information about taking the examination can be found at [www.cdcaexams.org](http://www.cdcaexams.org).
  - Provide the department documentation that you hold or have held a valid and unrestricted dental therapist license in another state in the United States within 3 years immediately preceding the application for relicensure.

### **Applicants for relicensure whose license has lapsed for 5 years or more at the time of application must complete the following:**

- Submit proof of current certification in basic or advanced cardiac life support for health care providers with a hands-on component from an agency or organization that grants certification pursuant to standards equivalent to those established by the American Heart Association (AHA), earned within the 2-year period before applying for relicensure.
- Submit copies of certificates showing proof of having earned 35 hours of board-approved continuing education earned within the 2-year period immediately preceding your application for relicensure. The continuing education must include the following:

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- At least 2 hours in pain and symptom management.
  - 1 hour in dental ethics and jurisprudence.
  - 1 hour in infection control, which must include sterilization of hand pieces, personal protective equipment, and the Centers for Disease Control and Prevention's infection control guidelines.
- Complete a 1-time training in opioids and other controlled substances awareness that meets the criteria listed in R 338.3135.
- Provide the department documentation that you hold or have held a valid and unrestricted dental therapist license in another state in the United States within 3 years immediately preceding the application for relicensure.
- If you are not licensed in another state, provide both of the following:
  - Arrange for official transcripts to be sent directly to this office confirming graduation from an CODA accredited or non-CODA accredited dental therapy program showing the degree earned and the date conferred.
  - Provide proof of having passed the comprehensive, competency-based clinical examination, which is developed and scored by the Commission on Dental Competency Assessments (CDCA) with a converted score of not less than 75 on each component, within the 2-year period immediately preceding your application for relicensure. To take the examination, contact the CDCA by visiting their website at [www.cdcaexams.org](http://www.cdcaexams.org).

## RENEWAL REQUIREMENTS CHECKLIST

- Online Application For a Dental Therapist Renewal – Can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus)
- Renewal Application Fee (Must be paid by Visa, Mastercard, or Discover credit or debit card.):  
Dental Therapist Renewal Application Fee: \$80.00
- Renewal Cycle: 2 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 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.
- Human Trafficking – Licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.11271 prior to renewing their license. The training must only be completed one time.

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- Accept Renewal Attestation - By accepting the renewal attestation you as the licensee are certifying that you have met the continuing education requirements during the 2-year period immediately preceding the application for renewal.
- Possess current certification in basic or advanced cardiac life support for health care providers with a hands-on component from an agency or organization that grants certification pursuant to standards substantially equivalent to the standards adopted in Rule 338.11705(4).
- 35 hours of continuing education as outlined in Rule 338.11703 approved by the board earned as follows:
  - 2 hours in pain and symptom management.
  - 1 hour in dental ethics and jurisprudence.
  - 1 hour in infection control, which must include sterilization of hand pieces, personal protective equipment, and the Centers for Disease Control and Prevention's infection control guidelines.
  - A minimum of 12 hours in programs directly related to clinical issues.
  - A minimum of 12 hours must be from attending synchronous, live courses or programs.
  - No more than 18 hours should be completed asynchronously, noninteractive.
- Implicit Bias Training – Beginning June 1, 2022, and all renewals thereafter, licensees seeking renewal must have completed a minimum of 1 hour of implicit bias training for each year of the applicant's license cycle. For the first renewal on or after June 1, 2022, licensees will only need to have 1 hour for each year since the rule's promulgation date of June 1, 2021.
- Additional information regarding continuing education can be found by accessing the Administrative Rules for Dentistry at: [www.michigan.gov/healthlicense](http://www.michigan.gov/healthlicense) and click on the dentistry link.

## HELPFUL RESOURCES AND FORMS

- By visiting [www.michigan.gov/healthlicense](http://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](#)
- Track continuing education using CE Broker - The Bureau of Professional Licensing (BPL) has partnered with CE Broker to help licensed professionals keep track of their continuing education (CE) credits. Additional information can be found on our [website](#).