

REGISTERED DENTAL HYGIENIST LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a registered dental hygienist license.)

APPLICATION AND FEES

- Online Application For a Registered Dental Hygienist 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.):
 Registered Dental Hygienist By Exam or Endorsement – \$96.90
 Registered Dental Hygienist – Relicensure – \$116.90

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

NOTE: You must be issued your registered dental hygienist license prior to applying for any registered dental hygienist 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 –Individuals seeking licensure or relicensure 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 – 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 hygienist. 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 or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.

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- 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 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 in [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 an American Dental Association (ADA) accredited dental hygiene program. 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 Joint Commission on National Dental Examinations by visiting their website at www.ada.org.
- Take and pass all parts, written and clinical, of the **American Board of Dental Examiners, Inc (ADEX) clinical examination** that is conducted by [CDCA-WREB-CITA](#) or another regional testing agency. Non-ADEX examinations are **NOT** accepted.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

All endorsement applicants:

- Applicants for licensure by endorsement licensed in another state of the United States must have a license in good standing for at least 30 days prior to applying for licensure.

Applicants who have been licensed in another state for less than 3 years:

- Arrange for official transcripts to be sent directly to this office confirming graduation from an American Dental Association (ADA) accredited dental hygiene program. Documentation 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 Joint Commission on National Dental Examinations by visiting their website at www.ada.org.
- Provide passing scores of all parts, written and clinical, of the ADEX clinical examination that is conducted by [CDCA-WREB-CITA](#). Non-ADEX WREB examinations are also accepted as long as all parts have been completed.

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Applicants who have been licensed in another state for at least 3 years that required the successful completion of a regional or state exam:

- Provide certification of your passing examination scores directly from the regional testing agency or state board. Documentation should be sent to BPLData@michigan.gov.

NOTE: This requirement is waived for an individual initially licensed in another state before 2002 and who was not required to complete a regional examination as part of the initial licensing process.

Applicants who have been licensed in another state for at least 3 years that did NOT require the successful completion of a regional or state exam:

- Provide passing scores of all parts, written and clinical, of the ADEX clinical examination that is conducted by [CDCA-WREB-CITA](#). Non-ADEX WREB examinations are also accepted as long as all parts have been completed.

NOTE: This requirement is waived for an individual initially licensed in another state before 2002 and who was not required to complete a regional examination as part of the initial licensing process.

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 hygienist license in a province of Canada or another state to obtain licensure as a dental hygienist in a province of Canada or another state. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.
- 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 hygienist. 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 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 Joint Commission on National Dental Examinations by visiting their website at www.ada.org.
- Take and pass all parts, written and clinical, of the **American Board of Dental Examiners, Inc (ADEX) clinical examination** that is conducted by [CDCA-WREB-CITA](#) or another regional testing agency. Non-ADEX examinations are **NOT** accepted.

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.”**

All applicants for relicensure 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.

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 copies of certificates showing proof of having earned 36 hours of board-approved continuing education earned within the 3 year period immediately preceding the date of your application for relicensure. The continuing education must include the following:
 - 2 hours in pain and symptom management.
 - 1 hour in dental ethics and jurisprudence with inclusion of delegation of duties to allied dental personnel.
 - 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.
- Satisfying **either** of the following:
 - Retake and pass, within the 2-year period immediately preceding your application for relicensure, the ADEX simulated clinical written examination for dental hygienists offered by [CDCA-WREB-CITA](#) or another regional testing agency.
 - 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 5 years or more at the time of application and have NOT held a dental hygienist license in another state within the 3 years immediately preceding the application for relicensure must complete the following.

- Meet the requirements for licensure by examination. The ADEX simulated clinical written examination **must be retaken and passed** within the 2-year period immediately preceding the application for relicensure. No other exams need to be retaken if the ones previously taken meet the requirements as laid out in the application for licensure by examination section.
- Submit copies of certificates showing proof of having earned 36 hours of board-approved continuing education earned within the 3 year period immediately preceding the date of your application for relicensure. The continuing education must include the following:
 - 2 hours in pain and symptom management.
 - 1 hour in dental ethics and jurisprudence with inclusion of delegation of duties to allied dental personnel.

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- 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.

Applicants for relicensure whose license has lapsed for 5 years or more at the time of application and HAVE held a dental hygienist license in another state within the 3 years immediately preceding the application for relicensure must complete the following:

- Submit copies of certificates showing proof of having earned 36 hours of board-approved continuing education earned within the 3 year period immediately preceding the date of your application for relicensure. The continuing education must include the following:
 - 2 hours in pain and symptom management.
 - 1 hour in dental ethics and jurisprudence with inclusion of delegation of duties to allied dental personnel.
 - 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.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application For a Registered Dental Hygienist 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.):
Registered Dental Hygienist Renewal Application Fee: \$76.50 (Must be paid by credit or debit card.)
- Renewal Cycle: 3 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 – 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.
- 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.
- 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).

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- 36 hours of continuing education as outlined in Rule 338.11704 approved by the board earned as follows:
 - At least 12 hours in programs directly related to clinical issues including delivery of care, materials used in the delivery of care, and pharmacology.
 - 2 hours in pain and symptom management
 - 1 hour in dental ethics and jurisprudence with inclusion of delegation of duties to allied dental personnel.
 - 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.
 - At least 12 of the continuing education hours must be from attending synchronous, live courses or programs per R 338.11704.
 - No more than 18 of the 36 hours of the required continuing education hours may be done asynchronously, noninteractive.
 - An applicant holding both a registered dental hygienist license and a registered dental assistant license shall complete not less than 36 hours of continuing education. The 36 hours must include not less than 12 hours devoted to registered dental hygienist functions, and not less than 12 hours devoted to registered dental assistant functions.
- 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 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](#)
- 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](#).