

# BORID Policy on Failure to Renew on a Timely Basis

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## Pursuant to MGL Chapter 112 §44 Dentists

## Pursuant to MGL Chapter 112 §51 Dental Hygienists

### 234 CMR Rules and Regulations Governing the Practice of Dentistry and Dental Hygiene

The licenses of individuals who fail to renew by March 31<sup>st</sup> of the renewal year will be considered in default. Procedures for renewal and reinstatement following license default are outlined below. When a licensee is believed to have practiced without a current license, the Executive Director will forward the case to the Office of Public Protection for assignment of a docket number; the case will then be returned to the Executive Director of the Board for further investigation and processing. The Board reserves its right to initiate a complaint investigation and impose disciplinary action as it deems necessary in order to protect the health, safety and welfare of the public.

#### **Failure to renew within and up to 90 days after April 1 of the renewal cycle:**

A Licensee applying to renew his/her license within 90 days of expiration date (between April 1 and June 30 of the renewal cycle) must provide the following documentation to the Board for its review and approval:

1. Complete Renewal Coupon (as issued by the Board)
2. Complete Disciplinary Action Form (as issued by the Board)
3. Payment of renewal fee
4. Payment of late fee

Upon review and verification for accuracy and completeness, Executive Director will authorize issuance of a renewal license.

#### **Failure to renew within and up to 91st day to within one renewal cycle:**

A Licensee applying to renew his/her license after July 1 of the renewal cycle must provide the following documentation to the Board for its review and approval:

1. Complete Renewal Coupon (as issued by the Board)
2. Complete Disciplinary Action Form (as issued by the Board)
3. Addendum application
4. Payment of renewal fee
5. Payment of late fee
6. Documentation of Continuing Education Requirements for renewal cycle (40 CEUs for Dentists, 20 CEUs for Dental Hygienists)
7. Practice History
8. Letter(s) of verification of good standing from all states in which licenses have *been* or are currently held
9. CORI background check (at Board's or staff discretion)
10. **Dentists Only:** National Practitioner Data Bank – Healthcare Integrity and Protection Data Bank Self Query

Upon review and verification for accuracy and completeness, Executive Director will authorize issuance of a renewal license. A complaint, however, will be opened. The application will be presented to the Board for their consideration as to appropriate disciplinary action. Such action may include probation, fine, reprimand, suspension and revocation. In addition, the terms of such disciplinary action shall be determined by the Board and may include, but not be limited to, fulfilling continuing education requirements, successful completion of specific CEU courses, successful completion of the NERB exam.

**Options, including but not limited to the following:**

1. The Board may impose disciplinary action (including fines) pursuant to MGLc.112, § as deemed necessary and appropriate by the Board.
2. If a licensee fails to renew for 2 or more renewal cycles, the Board may require the applicant to take the NERB for competency before reinstatement of the license. The BOARD may also require the NERB whenever it determines that it is necessary to assure the licensee's competence to practice.
3. The Board may request a CORI check on applicants submitting a Reinstatement Application.
4. The Board may refer the matter to the Attorney General's office for action deemed necessary and appropriate by that office.