The Commonwealth of Massachusetts
Bureau of Health Professions Licensure
Board of Registration in Dentistry
239 Causeway Street, Suite 500
Boston, MA 02114
(617) 973-0971
www.mass.gov/dph/boards/dn

INITIAL (FIRST-TIME) DENTAL INTERN LIMITED LICENSE APPLICATION INSTRUCTIONS

(See 234 CMR 4.05 Effective August 20, 2010)

A Dental Intern Limited License allows you to perform all the duties of a dentist but only in a specifically named prison, hospital, school, or public clinic under the supervision of a dentist registered in accordance with M.G.L. Chapter 112, Section 45. **Practice in a private office is not permitted. Dental Intern Limited Licenses are valid for one (1) year from date of issue**

Please Note: A licensee who has been initially issued a limited dental intern license by the Board pursuant to M. G. L. c. 112, § 45A may apply to the Board annually to renew his/her limited license(s) for a maximum of five one-year periods, except that said licensee may, upon permission of the Board, take the CDCA Clinical Examination in Dentistry or successor examination required by the Board. A limited license dental intern who successfully completes and passes the CDCA exam may thereafter apply to the Board annually to renew his/her license to practice dentistry in the Commonwealth in settings specified in M.G. L. c.112, § 45A and in compliance with 234 CMR 8.02(2).

The Board may approve a limited license provided the following documentation is received.

- An accurate, complete, and signed application including CORI request form.
- Applicant must have secured employment before applying for the license.
- Payment of a non-refundable licensing fee
- Proof satisfactory to the Board that the applicant has received a diploma in dentistry. Graduates of non-CODA or foreign dental schools shall submit an original transcript, with college seal that indicates the date of issuance of a dental diploma from a reputable dental college. If the transcript is not in English, the applicant shall provide a certified translated copy of the original dental college transcript demonstrating the applicant received a dental degree from a reputable dental college.
- Documentation demonstrating current certification in American Red Cross Cardiopulmonary Resuscitation/Automated External Defibrillation for the Professional Rescuer (CPR/AED) or current certification in the American Heart Association Basic Life Support for Healthcare Providers (BLS).
- If the applicant has graduated from a dental school where the language of written or oral instruction (including textbooks) or both, is in a language other than English, the applicant shall submit documentation satisfactory to the Board that the applicant has achieved a minimum score on TOEFL or IELTS.

- A physician's statement that is the result of an examination, conducted within one year of the date of application, attesting to the health of the applicant and reporting impairments which may affect the applicant's ability to practice dentistry.
- Certified letters of standing from all jurisdictions in which the applicant has ever been issued a license to practice dentistry attesting to the standing of his/her license, including report of any past or pending disciplinary action, or any pending complaints against the applicant.
- A practice history, if applicable.
- An original report from the National Practitioner Data Bank (NPDB) Self-query.
- A statement disclosing any disciplinary action, civil and/or criminal action taken against the applicant at any time prior to the date of application, with supporting documentation as may be required by the Board.
- Proof satisfactory to the Board of good moral character.
- Successful completion of the Massachusetts Dental Ethics and Jurisprudence Examination. Email the Board at dentistry.admin@state.ma.us to request a copy of the exam.
- A color photograph, passport-sized or larger
- An affidavit signed and witnessed by a Notary Public or a BHPL employee.

PLEASE NOTE:

- Incomplete applications will delay license processing.
- Please retain a copy of all application materials for your records.
- Upon Board approval, a certificate and a license number will be issued in your name and sent to your supervising dentist. Confirmation of your license number will be available under the "Check a License" link on the Board's website www.mass.gov/dph/dentalboard as soon as the Board approves the license.
- See other public health sites, clinics, faculty, and/or educational opportunities

Hospitals	www.mahospitalcareers.com
Community Health Centers	www.massleague.org
Massachusetts Department of Corrections	www.mass.gov/doc
Harvard School of Dental Medicine	www.hsdm.harvard.edu
Boston University School of Dental Medicine	www.bu.edu/dental
Tufts University School of Dental Medicine	www.tufts.edu/dental

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BOARD USE ONLY

Receipt #_____

Fee : _____

Jurisprudence: Pass _____ Fail _____

APPLICATION FOR INITIAL (FIRST- TIME) DENTAL INTERN LIMITED LICENSE

1. APPLICANT NAME: _____
(Last) (First) (Middle)

2. MAIDEN NAME/OTHER NAME: _____

3. ADDRESS OF RECORD: _____
(No.) (Street) (Apt #) (City or Town) (State or Country) (Zip Code)

Note: The address of record may be home or business and is, by law, public information.

4. MOST RECENT PREVIOUS ADDRESS: _____

5. TELEPHONE NUMBER AND EMAIL ADDRESS: Day: _____ Cell: _____

Email Address: _____

6. _____/_____/_____ _____ _____ EYE COLOR: _____
Date of Birth (mm/dd/yyyy) Place of Birth (city/state/country)

HEIGHT: ____ Feet ____ Inches WEIGHT: ____ Lbs. MOTHER'S MAIDEN NAME: _____

7. SOCIAL SECURITY NUMBER (SSN) (**disclosure is mandatory**): _____/_____/_____
Pursuant to M.G.L. c. 62C, s. 47A, the Bureau of Health Professions Licensure is required to obtain your SSN and forward it to the Massachusetts Department of Revenue. The Department of Revenue will use your SSN to ascertain whether or not you are in compliance with Massachusetts tax laws (M.G.L. c. 62C, s. 47A) and child support laws (M.G.L. c. 119A, s.16).

EDUCATION

8. GRADUATE OF: _____
Name of Dental School

_____
City State/Province Postal Code Country

9. DATE DENTAL DEGREE CONFERRED DATE _____ DEGREE_____
MM/DD/YYYY

ALL APPLICANTS MUST ATTACH:

AN OFFICIAL TRANSCRIPT OF ORIGINAL DEGREE OR LETTER FROM YOUR DENTAL SCHOOL INCLUDING DATE (MONTH, DAY, YEAR) OF GRADUATION AND DEGREE CONFERRED; AND,

IF APPLICABLE, AN ACADEMIC CREDENTIALS EVALUATION IN ENGLISH.

VERIFICATION OF OTHER LICENSES/BOARD REGISTRATIONS

10. LIST BELOW ALL PROFESSIONAL LICENSES OR REGISTRATIONS-- INCLUDING PROFESSIONS OTHER THAN DENTISTRY WHETHER OR NOT YOU HAVE PRACTICED UNDER THAT LICENSE OR REGISTRATION.

NOTE: Applicants must obtain official verification of each professional license or registration from each state or jurisdiction and submit it with this application.

☐ **I DO NOT CURRENTLY HOLD AND HAVE NEVER HELD A PROFESSIONAL LICENSE OR CERTIFICATION IN ANY STATE OR JURISDICTION**

☐ **I CURRENTLY HOLD AND HAVE A PROFESSIONAL LICENSE OR REGISTRATION AS FOLLOWS:**

Issuing Jurisdiction	Profession	License/Certification Number

PRACTICE LOCATION(S)

11. (A). NAME OF SPONSORING INSTITUTION/CLINIC _____

ADDRESS _____

PHONE# _____ PRACTICE TO BEGIN: _____
MM/DD/YYYY

SUPERVISING DENTIST NAME _____

MASSACHUSETTS DENTAL LICENSE #DN_____

I CERTIFY THAT THE INFORMATION I HAVE PROVIDED PURSUANT TO THIS APPLICATION FOR LICENSURE IS TRUTHFUL AND ACCURATE.

SUPERVISING DENTIST SIGNATURE_____

11. (B). OTHER AFFILIATED PRACTICE LOCATIONS _____

ADDRESS _____

PHONE# _____ PRACTICE TO BEGIN: _____
MM/DD/YYYY

SUPERVISING DENTIST NAME _____

MASSACHUSETTS DENTAL LICENSE #DN_____

I CERTIFY THAT THE INFORMATION I HAVE PROVIDED PURSUANT TO THIS APPLICATION FOR LICENSURE IS TRUTHFUL AND ACCURATE.

SUPERVISING DENTIST SIGNATURE_____

11. (C). OTHER AFFILIATED PRACTICE LOCATIONS _____

ADDRESS _____

PHONE# _____ PRACTICE TO BEGIN : _____
MM/DD/YYYY

SUPERVISING DENTIST NAME _____

MASSACHUSETTS DENTAL LICENSE #DN_____

I CERTIFY THAT THE INFORMATION I HAVE PROVIDED PURSUANT TO THIS APPLICATION FOR LICENSURE IS TRUTHFUL AND ACCURATE.

SUPERVISING DENTIST SIGNATURE_____

ATTESTATION OF COMPLIANCE WITH 234 CMR 4.05 (5) EDUCATION REQUIREMENTS

12. CHECK THE APPLICABLE BOX BELOW. THEN SIGN TO INDICATE YOUR CERTIFICATION OF THE CHECKED STATEMENT. THE SIGNATURE OF THE SUPERVISING DENTIST IS ALSO REQUIRED ON THIS PAGE.

☐ I certify that I have completed or shall complete, within one year of the date of initial licensure, all of the following continuing education units (CEUs):

A minimum of 3 CEUs in *CDC Guidelines*;
A minimum of 3 CEUs in OSHA Standards at 29 CFR;
A minimum of 6 CEUs in treatment planning and diagnosis;
A minimum of 3 CEUs in record-keeping;
A minimum of 2 CEUs in risk management; and
A minimum of 3 CEUs in pharmacology with emphasis on prescription writing;

OR

☐ I certify that I am enrolled in a CODA-accredited dental school academic program that includes all areas of study listed above.

NAME OF SCHOOL _____ GRADUATION YEAR _____

REQUIRED SIGNATURES:

SIGNATURE OF APPLICANT _____

SIGNATURE OF SUPERVISING DENTIST AS WITNESS TO APPLICANT'S ATTESTATION _____

GOOD MORAL CHARACTER QUESTIONS

IF YOU ANSWER "YES" TO ANY OF THE FOLLOWING QUESTIONS PLEASE ATTACH A SEPARATE SHEET EXPLAINING THE CIRCUMSTANCES. ALSO PROVIDE ALL RELEVANT CERTIFIED DOCUMENTATION (POLICE REPORTS, COURT RECORDS, DISCIPLINARY ACTION REPORTS, ETC.) INCLUDING FINAL DISPOSITION OF THE MATTER. ALSO, COMPLETE THE CORI ACKNOWLEDGEMENT FORM, AVAILABLE FROM THE BOARD'S WEBSITE.

13. Have you ever applied for and been denied a professional license in the United States or any country or foreign jurisdiction?

Yes ☐ No ☐

14. Has any licensing or certification board, government authority, hospital or health care facility or professional medical association located in the United States or any country or foreign jurisdiction taken any disciplinary action against you?

Yes ☐ No ☐

15. Are you the subject of pending disciplinary actions by any licensing or certification board, government authority, hospital or health care facility or professional medical association located in the United States or any country or foreign jurisdiction?

Yes ☐ No ☐

16. Have you ever voluntarily surrendered any professional license or board certification in the United States or any country or foreign jurisdiction?

Yes ☐ No ☐

17. Have you ever been arrested, charged, arraigned, indicted, prosecuted, convicted or been the subject of any criminal investigation or any court proceeding in relation to any criminal violation? Do not report minor violations for which a fine of $100 or less was imposed.

Yes ☐ No ☐

RELEASE

I hereby authorize all hospitals, institutions, credentialing agencies, organizations, personal physicians, employers (past and present), business and dental associates (past and present), and all government agencies and entities (local, state, federal, or foreign) to release to the Board of Registration in Dentistry any information, files or records requested by the Board in connection with the processing of my application. I further authorize the Board of Registration in Dentistry to release information contained in this application in association with its processing.

AFFIDAVIT OF APPLICANT

To the best of my knowledge and belief, I have filed all state tax returns and paid all state taxes required by state law and do not owe child support. I am aware of my professional obligations under M.G.L. c. 119 s. 51A, regarding the reporting of suspected child abuse.

I understand that the Board is certified by the Massachusetts Criminal History Systems Board for access to Criminal Offender Record Information (CORI), including conviction and pending criminal case data. As an applicant for a license to practice as a limited licensed dentist I understand that a CORI check may be conducted by the Board for conviction and pending criminal case information only and that the CORI results will not necessarily disqualify me.

I understand that I am responsible for reading and understanding the laws and regulations governing my practice as a limited licensed dentist in Massachusetts and I hereby agree to comply with such laws and regulations.

I understand that this application for licensure shall be deemed no longer valid if requirements for licensure as a limited licensed dentist are not met within one (1) year from the date of Board receipt. I also understand that fees are non-refundable and non-transferable.

I hereby attest that the information I have provided pursuant to this application for licensure is truthful and accurate. I understand that any failure to provide truthful and accurate information in connection with this application for licensure may be grounds for the Board of Registration in Dentistry to deny issuance of a license; to suspend or revoke a license issued to me; and to deny renewal of a license issued to me, all in accordance with Massachusetts law.

To be completed, signed and witnessed by the applicant and a Notary Public.

APPLICANT SIGNATURE _____ DATE _____

PRINT NAME _____

Attach a recent color 2"x 2" passport-sized Photo

NOTARY PUBLIC NAME: _____

NOTARY PUBLIC COMMISSION EXPIRES: _____ [Seal or Stamp]

SUBMIT A NONREFUNDABLE AND NONTRANSFERABLE FEE FOR $90 (CHECK OR MONEY ORDER) PAYABLE TO THE COMMONWEALTH OF MASSACHUSETTS

ATTACHMENT CHECKLIST

Your application cannot be processed without all of the following:

☐ **Attachment 1: Licensing Fee** - Personal or business check or money order made payable to the Commonwealth of Massachusetts for $90.00. Cash is not accepted. All fees are non-refundable and non-transferable. Do not staple check or money order to the application.

☐ **Attachment 2: Proof of Graduation from a Dental School** - Provide an official transcript or letter from your dental school including date of graduation and degree conferred, and translated into English, if necessary. Photocopies will not be accepted. Diplomas will not be accepted.

☐ **Attachment 3: English Language Proficiency** - If your dental degree is from a school where instruction (written or oral) was in a language other than English, documentation of a minimum score on the TOEFL or the academic format IELTS must be attached.

Test of English as a Foreign Language (TOEFL) **90** (internet-based)
OR
International English Language Testing System (IELTS) **7.0**

☐ **Attachment 4: Physician's Statement** - Signed statement from primary care physician, nurse practitioner or physicians' assistant certifying that the candidate has been examined within 1 year prior to the date of application and is deemed fit to practice dentistry.

☐ **Attachment 5: Documentation of Current CPR/AED for the Professional Rescuer or Current BLS for Healthcare Providers Certification**

☐ **Attachment 6: Massachusetts Dental Ethics and Jurisprudence Exam**—Answer sheet only.

☐ **Attachment 7: Proof of the successful completion of a continuing education course on safe and effective opioid prescribing/pain management** Refer to the Board's website at www.mass.gov/dph/dentalboard for info on how to access Board-approved courses; click on "See all news and announcements" then "Updates on PMP & Mandatory Educational Requirements for Prescribers."

IF APPLICABLE

☐ **Attachment 8: Letters of Standing** – Verification of Professional Licensure from each state or jurisdiction in which you hold or have ever held a license must be included in the application. The letter of verification of licensure must include the current status of the license, license number, the official seal of the jurisdiction's licensing Board, and any disciplinary actions taken. A photocopy of a license is not acceptable.

☐ **Attachment 9: Practice History** - If you have ever practiced dentistry in another jurisdiction or state, please include an up-to-date resume or practice history, including employers' contact information and dates of employment.

☐ **Attachment 10: National Practitioner Data Bank Self-Query Report** – (If you have ever held a professional healthcare license in the United States) To request a self-query report, please contact the Data Bank at 1-800-767-6732 or www.npdb-hipdb.hrsa.gov. The Data Bank will mail the report to you. Only an original report from NPDB will be accepted for this application.

☐ **Attachment 11: Completed CORI Acknowledgement Form** – available from the Board's website – Required **only** if you answered "yes" to any question(s) in the Good Moral Character Questions section of the application.