

234 CMR: BOARD OF REGISTRATION IN DENTISTRY

234 CMR 8.00: CONTINUING EDUCATION

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8.01: Purpose

The purpose of 234 CMR 8.00 is to describe the continuing education requirements for license renewal. Each licensed dentist, dental hygienist, and dental assistant ~~seeking renewal of their license to practice in the Commonwealth~~ shall complete continuing education as a condition precedent to ~~such license~~ renewal.

8.02: General Requirements

- (1) A dentist licensed ~~to practice dentistry in the Commonwealth~~ pursuant to M.G.L. c. 112, § 45 must complete a minimum of 40 CEUs ~~per renewal cycle. This requirement must be fulfilled~~ during the 24 months immediately preceding ~~the March 31st renewal date~~ in even numbered years.
- (2) A limited license dental intern or limited license faculty licensed ~~to practice dentistry in the Commonwealth~~ pursuant to M.G.L. c. 112, § 45A must complete a minimum of 20 CEUs during the 12 months immediately preceding ~~the submission of an application for annual~~ the renewal of ~~his or her~~ limited license. For each category in 234 CMR 8.05 where a maximum number of CEUs is allowed for a dentist per cycle, the maximum for a limited license dental intern or limited license faculty is one-half the maximum number of CEUs allowed for a dentist.
- (3) A dental hygienist licensed pursuant to M.G.L. c. 112, § 51 ~~seeking renewal of his or her license to practice in the Commonwealth~~ must complete a minimum of 20 CEUs ~~per renewal cycle. This requirement must be fulfilled~~ during the 24 months immediately preceding ~~the March 31st renewal date~~ in odd numbered years.
- (4) A dental assistant licensed pursuant to M.G.L. c. 112, § 51½, ~~seeking renewal of his or her license to practice in the Commonwealth~~, must complete a minimum of 12 CEUs ~~per renewal cycle. This requirement must be fulfilled~~ during the 24 months immediately preceding ~~the October 31st renewal date~~ in odd numbered years. ~~A dental assistant seeking to renew his or her license to practice dental assisting shall complete 12 CEUs for the first renewal cycle no later than October 31, 2015.~~
- (5) A dental student licensed as a dental hygienist pursuant to M.G.L. c. 112, § 51 is

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exempt from CEU requirements while he or she is enrolled in a CODA--accredited dental school.

(6) New Graduates. A new graduate of a CODA-accredited dental school, dental hygiene program, or Board-approved dental assisting program is exempt from the CEU requirements ~~of 234 CMR 8.00~~ for the licensing period in which ~~he or she~~ the licensee graduates.

(7) No licensee shall be eligible ~~for to~~ renewal of a license without first completing ~~on of~~ the requisite number of CEUs ~~for renewal~~.

(8) A licensee ~~seeking renewal of his or her a~~ license shall submit to the Board ~~with a renewal application~~ a statement, signed under pains and penalties of perjury, that the applicant has ~~satisfactorily~~ completed the requisite number of CEUs ~~required for such renewal~~.

(9) CEUs may not be carried over from one renewal cycle to the next.

(10) CEUs required by a consent agreement ~~or final decision and order between the licensee and the Board or by final decision and order of the Board~~ shall, not be used to satisfy the ~~continuing education~~ CEU requirement for license renewal.

(11) A licensee seeking reinstatement of ~~an expired, suspended or revoked his or her~~ license ~~which has expired, or has been suspended or revoked by the Board~~ shall, upon ~~the request of the~~ Board's request, submit documentation of completion of CEUs equal to ~~the requirements for~~ the number of renewal cycles in which ~~his or her the~~ license has been expired, suspended or revoked ~~in Massachusetts~~.

8.03: Required Biennial Continuing Education

(1) A licensee ~~seeking to renew his or her license must~~ shall complete continuing education as a condition precedent to the biennial renewal of ~~his or her a~~ license in the following areas:

(a) CDC Guidelines ~~Infection Control in the dental health care setting; and~~

(b) Continuous Certification in CPR/AED, or BLS, or, if the licensee has an anesthesia permit issued pursuant to 234 CMR 6.00: *Administration of Anesthesia and Sedation*, then the licensee must maintain continuous certification in ACLS Advanced Cardiac Life Support or PALS Pediatric Advanced Life Support ~~in accordance with requirements for~~ commensurate with the level of anesthesia permit ~~issued obtained to the licensee~~.

(2) A dentist who holds a Massachusetts Controlled Substance Registration, a DEA Registration or who otherwise prescribes within the meaning of M.G.L. c. 94C, shall complete training required pursuant to M.G.L. c. 94C, §18(e) as a condition precedent to renewing a license.

8.04: Criteria for Acceptance: Responsibilities of Licensees and Sponsors of Continuing Education Programs

(1) To be accepted for credit, Continuing education activities ~~must~~ shall have

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significant intellectual or practical content ~~which deals primarily with matters directly~~ related to the practice of dentistry or dental auxiliary functions, or with the professional responsibilities or ethical obligations of the profession. Non-clinical subjects ~~relevant to clinical dentistry and dental hygiene skills~~ necessary to provide dental or dental ~~hygiene auxiliary~~ services and supportive of clinical services (e.g. patient and practice management, legal and ethical responsibilities, third party billing, stress management) may ~~meet the criteria for acceptance for CEUs~~ be credited in the Board's discretion. Courses not acceptable ~~for the purpose of fulfilling the CEU requirement~~ include, but are not limited to, personal financial planning ~~and or~~ retirement planning.

(2) Standards. ~~In order to~~ To qualify under 234 CMR 8.00 a continuing education program ~~must shall~~ require attendance or participation, be at least one class hour (50 minutes) in length, be conducted by an instructor qualified by education ~~and/or~~ experience, and retain a written course description.

(3) Certificate of Attendance and Course Description. The licensee may only receive continuing education credit for those courses in which the sponsor or its agent (e.g. a nationally recognized professional registry) certifies ~~the attendance~~ and maintains attendance records for at least five years.

(a) Certification of attendance must include:

1. The name and address of the sponsor;
2. The name, address and license number of the licensee;
3. A brief statement of the subject matter;
4. Number of lecture and clinical or laboratory participation contact hours;
5. ~~An indication of whether the course fulfills CEU requirements for dentists, dental hygienists or dental assistants or both;~~
6. The date and location of the program; and
7. Verification by the sponsor that licensee completed the program.

(b) The sponsor, or its agent, shall keep the following records for a period of five years. All records shall be furnished to the Board upon request:

1. Course description;
2. Faculty;
3. Date of the course;
4. Location of the course;
5. Number of contact hours; and
6. Roster of attendees.

~~(4) Evaluation. Provisions must be made for evaluation of the participant's attainment of the course objectives. Participants must also be given the opportunity to evaluate faculty, learning experiences, instructional methods, facilities and educational resources utilized for the program.~~

8.05: Categories of Continuing Education Programs and ~~Continuing Education Units (CEUs)~~ Allowed in Each Category

(1) Educational and Scientific Courses, Examinations, and Specialty Boards. A licensee may obtain ~~100% of the required continuing education credits~~ CEUs in the ~~these~~ categories:

(a) Educational and scientific courses sponsored or approved by any ~~or all~~ of the

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following:

1. Accredited educational or service institutions;
 2. Professional associations and societies;
 3. Accredited post-doctoral programs;
 4. Local, state and federal governmental health agencies and health institutions; and
 5. Accredited community and teaching hospitals.
- (b) ~~Successful e~~Completion of Part II of the National Board Examination for dentists or ~~successful completion of~~ the National Board Dental Hygiene Examination for dental hygienists.
- (c) ~~Successful e~~Completion of the ~~North East Regional Board CDCA~~ Diagnosis, Oral Medicine, Radiology and Comprehensive Treatment Planning examination for dentists or ~~successful completion of the North East Regional Board CDCA~~ Dental Hygiene Comprehensive examination for dental hygienists, or other Board approved clinical competency examination.
- (d) ~~Successful e~~Completion of continuing education requirements for maintaining certification of ~~nationally~~ADA-recognized board specialties.
- (2) Self-instruction. A dentist may earn a maximum of ~~20~~twenty CEUs, a dental hygienist may earn a maximum of ten CEUs, and a dental assistant may earn a maximum of six CEUs per renewal cycle by ~~the completion of completing~~ an individual study course (home study, on-line, correspondence, audio or video). All Ssuch courses must include a test, which the licensee ~~must~~shall pass to obtain credit.
- (3) Teaching and Research.
- (a) Continuing Education Instructor. A dentist may earn a maximum of ~~20~~twenty CEUs, a dental hygienist may earn a maximum of ten CEUs and a dental assistant may earn a maximum of six CEUs per renewal cycle as an instructor of continuing education courses that satisfy criteria in 234 CMR 8.04 ~~given by approved sponsors~~. Two CEUs may be earned for every hour taught and only for the first presentation of the program. The Board will not accept CEUs ~~shall not be accepted~~ for repeat presentations.
- (b) Academic Participation. A dentist, dental hygienist or dental assistant who conducts research ~~and/or~~ who is an appointed member of the faculty at a CODA-accredited dental school, dental hygiene program, or dental assisting program may receive three CEUs for ~~the following: his or her participation in these dental related activities.~~
1. Faculty Appointments. A dentist may receive a maximum of ten CEUs, a dental hygienist may receive a maximum of five CEUs, and a dental assistant may receive a maximum of three CEUs per renewal cycle through a faculty appointment for teaching at a CODA-accredited dental school, a dental hygiene program, or dental assisting program ~~accredited by the Commission on Dental Accreditation.~~
 2. Research Appointments. A dentist may receive a maximum of ten CEUs, a dental hygienist may receive a maximum of five CEUs, and a dental assistant may receive a maximum of three CEUs through a research appointment at a CODA-accredited dental school, dental hygiene program, or dental assistant program or other research institution. Documentation of the research ~~project~~ conducted by the licensee shall be provided, upon request, to the Board and may include:

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- a. Results of research conducted;
- b. Publications authored by the licensee and published in a professional scientific journal;
- c. Presentation of research studies at professional conferences;
~~and/or~~
- d. A written statement by the licensee's supervisor of the research ~~project~~, estimated number of hours and a description of the licensee's role in research.

(4) Papers, Publications and Scientific Presentations. A dentist may receive a maximum of ~~20~~twenty CEUs, a dental hygienist may receive a maximum of ten CEUs and a dental assistant may receive a maximum of six CEUs per renewal cycle in the following in this categories:

- (a) A maximum of ten CEUs for a dentist, ~~and~~ five CEUs for a dental hygienist and three CEUs for a dental assistant will be given for each original scientific paper authored by the licensee and published in a scientific professional journal.
- (b) For each original presentation of a paper, essay or formal lecture to a recognized group of fellow professionals, the presenter shall receive ~~three~~two hours of CEUs for every hour of presentation.

(5) Table Clinics and Scientific Exhibits. A maximum of eight CEUs may be obtained in this category. The original presentation of a table clinic or scientific exhibit at a professional meeting will provide a maximum of two hours of CEUs s per clinic or exhibit.

(6) General Attendance at Conferences. A dentist may receive a maximum of five CEUs ~~per renewal cycle~~, a dental hygienist may receive a maximum of four CEUs ~~per renewal cycle~~ and a dental assistant may receive a maximum of three CEUs per renewal cycle for general attendance at a multi-day professional conference.

(7) Pro Bono Service. A dentist may earn a maximum of five CEUs, a dental hygienist may earn a maximum of ~~2½~~three CEUs ~~per renewal cycle~~ and a dental assistant may earn a maximum of two CEUs per renewal cycle for *pro bono* services provided in public health settings as defined in 234 CMR 2.00: *Purpose, Authority, Definitions*.

- (a) A CEU ~~credit~~ may be earned for each hour of service, and may include, but not be limited to, direct patient care and oral health education programs.
- (b) A licensee seeking to earn CEU credit for *pro bono* service must submit, upon request of the Board, documentation from the dental facility director or person responsible for the program or institution attesting to the licensee's participation, including the date(s), location(s), and number of hours of service.

(8) Non-clinical Practice-related Courses. A dentist may earn a maximum of ~~four~~five CEUs and ~~and~~ a dental hygienist or dental assistant may earn a maximum of two CEUs ~~per renewal cycle~~ of completion for non-clinical practice-related courses.

8.06: Certification of Compliance with CEU Requirements

(1) Each licensee shall maintain documentation of ~~completion of the requisite~~ CEUs for four years or two renewal cycles following renewal of the license, which shall be furnished to the Board upon request. Such documentation must comply with the

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requirements of 234 CMR 8.00.

- (2) The Board may conduct random CEU audits ~~to verify compliance with CEU requirements~~ and initiate disciplinary proceedings after written notice to the licensee for non-compliance with CEU requirements.

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8.07: Waiver of ~~Continuing Education~~CEU Requirements

- (1) The Board may upon written request and a demonstration of good cause waive the CEU requirements. Good cause may include, but may not be limited to:
- (a) Full-time service in the armed forces of the United States or the U.S. Public Health Service;
 - (b) Service in the armed forces of the United States during a substantial part of such period;
 - (c) An incapacitating illness documented by a licensed physician;
 - (d) Undue hardship (*e.g.*, prolonged hospitalization, physical and/or psychological);
 - (e) Disability and inability to practice dentistry or dental hygiene on a temporary basis;
 - (f) Matriculation in a program of advanced ~~and~~ or specialty study in dentistry, ~~or~~ dental hygiene or dental assisting.
- (2) The Board may request ~~an interview with~~ the licensee to appear before the Board to determine whether good cause exists to waive or otherwise modify the CEU requirements ~~whenever a request for a waiver is filed with the Board.~~

REGULATORY AUTHORITY

234 CMR 8.00: M.G.L. c. 112, §§ 51A, 51½ and 61.