



## STATE BOARD OF DENTISTRY RENEWAL GUIDE

### Instructions to Renew:

Renewals are available approximately 60 days prior to the license expiration date. You will receive an email notification when your renewal is available.

**STATE BOARD OF DENTISTRY** – Licenses, Permits and Certificates Expire March 31, 2019

### PENNSYLVANIA LICENSING SYSTEM (PALS)

We've upgraded our online licensing system.

Go to [www.pals.pa.gov](http://www.pals.pa.gov) to renew your license.



#### LOGIN

- You can login using your user ID and password from the previous renewal.
- Use the User ID and Password recovery links if you forget your login information.
- You will be asked to verify and update account information during your first login.



#### RENEW

- From your PALS Dashboard, click the "Renew" box located at the top of your screen to be directed to the renewal application.
- Please note that documentation to certain questions must be uploaded with the application prior to submission.
- Click "Continue" to review your application and "Add to Cart". Proceed through the payment process to submit the renewal application to the Board.



#### VERIFY

- You will receive an email confirming that your license is renewed.
- Paper licenses will arrive in the mail in approximately 10-15 business days.
- Employers can verify the status of your license online at [www.pals.pa.gov/verify](http://www.pals.pa.gov/verify).

## HELPFUL INFORMATION

▲ Users can visit the Support Tab for answers to Frequently Asked Questions by clicking on *Support* located in the blue bar above the sign-in area.

## CONTINUING EDUCATION AND OTHER REQUIREMENTS FOR RENEWAL

### Dentist / Restricted Faculty

- ✓ Fee: \$263
- ✓ If actively practicing dentistry in Pennsylvania, professional liability insurance required.
- ✓ Current Infant, Child and Adult CPR through an approved provider (Online not accepted.)

#### **CE Requirement**

- ✓ 30 hours of Board-approved continuing education (exempt if initial license issued 4/1/17 – 3/31/19)
- ✓ 2 hours of Act 31 Mandated Child Abuse Reporter Training from an approved provider (No exemption)
- ✓ 2 hours of Act 124 Opioid continuing education (no exemption)

### Anesthesia - Unrestricted and Restricted I

- ✓ Fee: \$210
- ✓ Clinical evaluation/Office inspection through PSOMS within the last 6 years (PSOMS 412-715-9542)
- ✓ Current ACLS certification if treating adult patients utilizing general anesthesia, deep sedation, conscious sedation and/or nitrous oxide/oxygen analgesia.
- ✓ Current PALS certification if treating adult patients utilizing general anesthesia, deep sedation, conscious sedation and/or nitrous oxide/oxygen analgesia.

#### **CE Requirement**

- ✓ Unrestricted - 15 hours of Board-approved continuing education in courses related to general anesthesia and deep sedation (no exemption)
- ✓ Restricted I – 15 hours of Board-approved continuing education courses related to conscious sedation. (No exemption)

### Anesthesia - Restricted II

- ✓ Fee: \$53
- ✓ No c.e. requirement

### Dental Hygienist

- ✓ Fee: \$42
- ✓ Current Infant, Child and Adult CPR through an approved provider (Online not accepted.)

#### **CE Requirement**

- ✓ 20 hours of Board-approved continuing education (exempt if initial license issued 4/1/17 – 3/31/19)
- ✓ 2 hours of Act 31 Mandated Child Abuse Reporter Training from an approved provider (No exemption)

## Dental Hygiene Local Anesthesia

✓ Fee: \$42

### **CE Requirement**

✓ 3 hours of Board-approved continuing education related to the administration of local anesthesia, including pharmacology. (No exemption)

## Public Health Dental Hygiene Practitioner

✓ Fee: \$42

### **CE Requirement**

✓ 5 hours of Board-approved continuing education in public health related courses. (No exemption)

## Expanded Function Dental Assistant

✓ Fee: \$26

✓ Current Infant, Child and Adult CPR through an approved provider (Online not accepted.)

### **CE Requirement**

✓ 10 hours of Board-approved continuing education (exempt if initial license issued 4/1/17 – 3/31/19)

✓ 2 hours of Act 31 Mandated Child Abuse Reporter Training from an approved provider (No exemption)

## Expanded Function Dental Assistant Program

✓ Fee: \$100

## For Your Information

- ✓ CPR cannot be applied toward fulfillment of the c.e. requirements
- ✓ Refer to the Board's Law and Regulations at [www.dos.pa.gov/dent](http://www.dos.pa.gov/dent) for more specific information related to course content, approved program sponsors, individual/online maximum credits allowed, etc.
- ✓ Credits must be completed within the biennial period. This biennial period is defined as April 1, 2017 through March 31, 2019.
- ✓ Professional Liability Insurance requirement for dentists, restricted faculty and public health dental hygiene practitioners is one million per occurrence and three million per annual aggregate.