

Initial Licensure Examination Requirements	American Board of Dental Examiners (ADEX, CDCA-WREB-CITA), CRDTS+SRTA (must pass all components) OR PGY-1 from a CODA-accredited program Source: Ohio Administrative Code, Chapter 4715-5 Dentist, Rule 4715-5-01.1 Requirements for initial licensure for dentists
General Licensure Requirements	Ohio Revised Code, Title 47, Chapter 4715: Dentists, Dental Hygienists Section 4715.10 Application for license. (A) As used in this section, "accredited dental college" means a dental college accredited by the commission on dental accreditation or a dental college that has educational standards recognized by the commission on dental accreditation and is approved by the state dental board. (B) Each person who desires to practice dentistry in this state shall file a written application for a license with the secretary of the state dental board. The application shall be on a form prescribed by the board and verified by oath. Each applicant shall furnish satisfactory proof to the board that the applicant has met the requirements of divisions (C) and (D) of this section, and if the applicant is a graduate of an unaccredited dental college located outside the United States, division (E) of this section. (C) To be granted a license to practice dentistry, an applicant must meet all of the following requirements: (1) Be at least eighteen years of age; (2) Be a graduate of an accredited dental college or of a dental college located outside the United States who meets the standards adopted under section 4715.11 of the Revised Code; (3) Have passed parts I and II of the examination given by the national board of dental examiners; (4) Have passed a written jurisprudence examination administered by the state dental board under division (E)(2) of section 4715.03 of the Revised Code; (5) Pay the fee required by division (A)(1) of section 4715.13 of the Revised Code. (D) To be granted a license to practice dentistry, an applicant must meet any one of the following requirements: (1) Have taken an examination administered by any of the following regional testing agencies and received a passing score on the examination as determined by the administering agency: the central regional dental testing service, inc., northeast regional board of dental examiners, inc., the commission on dental competency assessments, the southern regional dental testing agency, inc., the council of interstate testing agencies, inc., or the western regional examining board; (2) Have taken an examination administered by the state dental board and received a passing score as established by the board; (3) Possess a license in good standing from another state and have actively engaged in the legal and reputable practice of dentistry in another state or in the armed forces of the United States, the United States public health service, or the United States department of veterans' affairs for five years immediately preceding application; (4) Have completed a dental residency program accredited or approved by the commission on dental accreditation and administered by an accredited dental college or hospital. (E) To be granted a license to practice dentistry, a graduate of an unaccredited dental college located outside the United States must meet both of the following requirements:

	<p>(1) Have taken a basic science and laboratory examination consistent with rules adopted under section 4715.11 of the Revised Code and received a passing score as established by the board;</p> <p>(2) Have had sufficient clinical training in an accredited institution to reasonably assure a level of competency equal to that of graduates of accredited dental colleges, as determined by the board.</p>
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Last updated October 9, 2021 at 5:33 AM

Section 4715.11 Standards and examination.

In the state dental board's implementation of section [4715.10](#) of the Revised Code, all of the following apply:

(A) The board shall adopt rules establishing standards that must be met by graduates of unaccredited dental colleges located outside the United States. The standards must reasonably assure that the graduates have received a level of education and training equal to that provided by accredited dental colleges.

(B) The board shall adopt rules governing the basic sciences and laboratory examination required by division (E)(1) of section [4715.10](#) of the Revised Code.

If an applicant passes the examination required by section [4715.10](#) of the Revised Code, the applicant shall receive a license from the state dental board attested by its seal and signed by the president and secretary, which shall be conclusive evidence of the applicant's right to practice dentistry. If the loss of a license is satisfactorily shown, a duplicate thereof shall be issued by the board.

Section 4715.12 License - re-examination.

If an applicant fails the examination required by section [4715.10](#) of the Revised Code, the applicant may apply for re-examination at a subsequent regular or special examination meeting of the state dental board. No applicant shall be admitted to more than two examinations without first presenting satisfactory proof that the applicant has successfully completed such refresher courses in an accredited dental college as the state dental board may prescribe.

[Ohio Administrative Code, Chapter 4715-5 Dentists](#)

Rule 4715-5-01 | Criteria for admission to dental licensing examination.
The Ohio state dental board will admit to examination only those persons who have graduated from a dental college which was accredited at the time of graduation, or who has received certification from the dean of the accredited dental college stating the applicant will be graduating from the dental college and who have met the requirements set forth in section 4715.10 of the Revised Code.

Rule 4715-5-01.1 | Requirements for initial licensure for dentists.

(A) Applicants for licensure to practice dentistry as provided in sections 4715.10, 4715.11 and 4715.12 of the Revised Code, shall furnish satisfactory proof of the following on a form prescribed and provided by the state dental board:

- (1) Be at least eighteen years of age; and
- (2) Be of good moral character; and
- (3) Be a graduate of an accredited dental college, or a graduate of an unaccredited dental college located outside the United States and meets the requirements set forth in rule 4715-18-01 of the Administrative Code; and
- (4) Has successfully passed all parts of the examination given by the joint commission on national dental examinations; and
- (5) Provides evidence of successfully passing all components based on a conjunctive scoring method of one of the following regional board

	<p>examinations: the North east regional board of dental examiners, inc. (NERB), the Central regional dental testing service, inc. (CRDTS), the Southern regional testing agency, inc. (SRTA), or the Western regional examining board (WREB); or</p> <p>(6) Possesses a license in good standing from another state for five years and has actively engaged in the legal and reputable practice of dentistry in another state or in the armed forces of the United States, the United States public health service, or the United States department of veterans' affairs for five years immediately preceding application.</p> <p>(7) Have successfully completed a dental residency program accredited or approved by the commission on dental accreditation and administered by an accredited dental college or hospital, as attested to by the director of the program on a form prescribed and provided by the board.</p> <p>(B) Each applicant shall successfully pass a written jurisprudence examination approved by the state dental board on the statute and rules governing the practice of dentistry in the state of Ohio.</p> <p>Rule 4715-5-03 Examination for dentists.</p> <p>(A) In order to fulfill the requirements of division (D)(1) of section 4715.10 of the Revised Code and paragraph (A)(5) of rule 4715-5-01.1 of the Administrative Code, each applicant for licensure to practice dentistry in the state of Ohio must provide evidence of a passing score on each component of the regional examination as established by the agency for the component.</p> <p>(B) In cases wherein the regional examining agency has not established passing scores for each component of the examination the board requires that each component must be passed by a minimum seventy-five per cent.</p> <p>Last updated September 8, 2023 at 1:54 PM</p>
License by Credential/ Endorsement Requirements	<p>Ohio Revised Code, Title 47, Chapter 4715: Dentists, Dental Hygienists</p> <p>Section 4715.27 Reciprocity.</p> <p>The state dental board may issue a license to an applicant who furnishes satisfactory proof of being at least eighteen years of age and who demonstrates, to the satisfaction of the board, knowledge of the laws, regulations, and rules governing the practice of a dental hygienist; who proves, to the satisfaction of the board, intent to practice as a dental hygienist in this state; who is a graduate from an accredited school of dental hygiene and who holds a license by examination from a similar dental board, and who passes an examination as prescribed by the board relating to dental hygiene.</p> <p>Upon payment of seventy-three dollars and upon application endorsed by an accredited dental hygiene school in this state, the state dental board may without examination issue a teacher's certificate to a dental hygienist, authorized to practice in another state or country. A teacher's certificate shall be subject to annual renewal in accordance with the standard renewal procedure of sections 4745.01 to 4745.03 of the Revised Code, and shall not be construed as authorizing anything other than teaching or demonstrating the skills of a dental hygienist in the educational programs of the accredited dental hygiene school which endorsed the application.</p> <p>Section 4796.03 Licensure of out-of-state licensee or certificate holder.</p> <p>Except as otherwise provided in this chapter, a licensing authority shall issue a license or government certification to an applicant if the licensing authority determines that all of the following apply:</p> <p>(A) The applicant holds either of the following:</p> <p>(1) A substantially similar out-of-state occupational license that authorizes the applicant to engage in the same profession, occupation, or occupational</p>

	<p>activity as the license or government certification for which the applicant is applying in this state;</p> <p>(2) A government certification in the same profession, occupation, or occupational activity as the license or government certification for which the applicant is applying in this state from one of the uniformed services or a state that does not issue an out-of-state occupational license for the respective profession, occupation, or occupational activity.</p> <p>(B)(1) Except as provided in division (B)(2) of this section, the applicant has held the out-of-state occupational license or government certification for at least one year immediately preceding the date the application is submitted and has been actively engaged in the practice of the same profession, occupation, or occupational activity as the license or government certification for which the applicant is applying in this state for at least one of the five years immediately preceding the date the application is submitted.</p> <p>(2) A licensing authority may waive the requirement that an applicant has held the out-of-state occupational license or government certification for at least one year immediately preceding the date the application is submitted and has been actively engaged in the practice of the profession, occupation, or occupational activity for one of the five years immediately preceding the date the application is submitted.</p> <p>(C) The applicant is in good standing in all jurisdictions in which the applicant holds an out-of-state occupational license or government certification to practice the same profession, occupation, or occupational activity for which the applicant is applying in this state.</p> <p>(D)(1) Except as provided in division (D)(2) of this section, the applicant was required to satisfy minimum education, training, or experience requirements or pass an examination to receive the out-of-state occupational license or government certification.</p> <p>(2) Division (D)(1) of this section does not apply if the applicable law governing the license or government certification for which the applicant is applying in this state does not require an applicant to do at least one of the following to receive the license or government certification:</p> <p>(a) Satisfy minimum education, training, or experience requirements;</p> <p>(b) Pass an examination.</p> <p>(E) The applicant has not surrendered or had revoked a license, out-of-state occupational license, or government certification because of negligence or intentional misconduct related to the applicant's work in the same profession, occupation, or occupational activity for which the applicant is applying in this state.</p> <p>(F) The applicant pays a fee to the licensing authority that is equal to one of the following, as determined by the licensing authority:</p> <p>(1) The renewal fee for license or government certification holders under the applicable law;</p> <p>(2) The initial licensure fee for applicants to be issued the license or government certification under the applicable law;</p> <p>(3) The fee in effect before the effective date of this section for applicants who hold an out-of-state occupational license or government certification to be issued the license or government certification under the applicable law.</p> <p>(G) The applicant has not been convicted of, found guilty pursuant to a judicial finding of, or plead guilty to a criminal offense for which a licensing authority may deny an application for a license or government certification or that would otherwise disqualify the applicant for the license or government certification</p>
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	under the applicable law of this state governing the profession, occupation, or occupational activity for which the applicant is applying.
Specialty Practice	<p>Ohio Administrative Code, Chapter 4715-5 Dentists</p> <p>Rule 4715-5-04 Specialty designation.</p> <p>(A) A licensed dentist is recognized as a specialist in Ohio if the dentist meets the standards set forth in paragraph (B) of this rule. Any licensed dentist who does not meet the standards set forth in paragraph (B) of this rule is a general dentist. A general dentist is permitted to render specialty services in Ohio.</p> <p>(B) A licensed dentist must comply with the following requirements before being recognized as a specialist in Ohio:</p> <p>(1) The indicated specialty(s) of dentistry must be those for which there are certifying boards recognized by the American dental association; and</p> <p>(2) The licensed dentist seeking specialty recognition must have successfully completed a post-doctoral education program for each specialty, which post-doctoral education program, at the time of completion, was accredited or held "preliminary provisional approval" or "accreditation eligible status" by the American dental association commission on dental accreditation; or</p> <p>(3) The requirements of paragraph (B)(2) of this rule shall not apply to otherwise qualified specialists who have announced their specialty or designation prior to August 1, 1974.</p> <p>(C) The use of the terms "specialist", "specializes" or the terms "orthodontist", "oral and maxillofacial surgeon", "oral and maxillofacial radiologist", "periodontist", "pediatric dentist", "prosthodontist", "endodontist", "oral pathologist", or "public health dentist" or other similar terms which imply that the dentist is a specialist may only be used by licensed dentists meeting the requirements of paragraph (B) of this rule.</p> <p>(D) All licensed dentists who advertise services must comport with rules 4715-13-01 to 4715-13-05 of the Administrative Code.</p> <p>(E) Rules regarding the advertising of specialty services are specifically set forth in rule 4715-13-05 of the Administrative Code.</p> <p>Ohio Administrative Code, Chapter 4715 Dentists</p> <p>Rule 4715-13-05 Advertising specialty services.</p> <p>With regard to the advertising of specialty dental services all of the following shall apply:</p> <p>(A) A dentist who is recognized as a specialist in Ohio must avoid any implication that general dentists associated with him or her in practice are specialists.</p> <p>(B) In a multidisciplinary practice, it is required that any advertisements indicate the services being provided by each practitioner in the office.</p> <p>(C) The use of the terms "specialist" or "specializes" or the terms "orthodontist", "oral and maxillofacial surgeon", "oral and maxillofacial radiologist", "periodontist", "pediatric dentist", "prosthodontist", "endodontist", "oral pathologist", or "public health dentist" or other similar terms which imply that the dentist is a specialist may only be used by licensed dentists meeting the requirements of paragraph (B) of rule 4715-5-04 of the Administrative Code.</p> <p>(D) The term "diplomate" may only be used by a licensed dentist who has successfully completed the qualifying examination of the appropriate certifying board of one or more of the specialties recognized by the American dental association, except that a licensed dentist who has been granted diplomate status by a bona fide national organization which is not recognized as a certifying board by the American dental association, but grants diplomate status based upon the dentist's postgraduate education, training, experience,</p>

	<p>and an oral and written examination based upon psychometric principles, may use the term "diplomate" if the following disclaimer appears in a reasonably clear and visible manner compared to the announcement of the diplomate status: "the (insert the name of organization granting diplomate status) is not recognized as a specialty board by the Ohio state dental board or the American dental association."</p> <p>(E) A general dentist is not prohibited from announcing to the public that the dentist renders specific types of services, including, but not limited to, specialty services, and that the announcement does not contain words or phrases which are otherwise prohibited by this rule.</p> <p>(F) Terms that indicate that the practitioner is a specialist, for which no American dental association recognized specialty exists, are prohibited. Terms referring to areas of practice are permitted, so long as all other provisions of the rules regarding advertising and specialty designation are adhered to..</p>
Continuing Education	<p>Ohio Revised Code, Title 47, Chapter 4715: Dentists, Dental Hygienists</p> <p>Section 4715.141 Continuing education.</p> <p>(A) Every person licensed to practice as a dental hygienist and required to register with the state dental board shall certify to the board at the time of applying for a renewal of registration that in the two-year period preceding the registration period for which renewal is sought the registrant completed a minimum of twenty hours of continuing dental hygiene education. Certification shall be made upon the application for registration prescribed by the board pursuant to section 4715.24 of the Revised Code.</p> <p>(B)(1) The board shall apply toward the satisfaction of a registrant's continuing dental hygiene education requirement any of the following courses that the registrant completed:</p> <ul style="list-style-type: none">(a) The basic life-support training course required by section 4715.251 of the Revised Code;(b) Any course required by statute or rule of the board for registration;(c) Any course required by statute or rule of the board as a condition of performing a particular function;(d) Any other course that the board determines acceptable. <p>(2) In the case of a registrant whose license was reinstated under section 4715.242 of the Revised Code, the board shall apply toward the satisfaction of the registrant's continuing dental hygiene education requirement any course that the board applied toward the continuing dental hygiene education requirement for reinstatement of the license if the course was completed during the two-year period immediately preceding the registration period for which renewal is sought.</p> <p>(C) Continuing education programs may be developed and offered to dental hygienists by any of the following agencies or organizations:</p> <ul style="list-style-type: none">(1) National, state, district, or local dental hygienists' associations affiliated with the American dental hygienists' association;(2) National, state, district, or local dental associations affiliated with the American dental association or national dental association;(3) Accredited dental hygiene colleges or schools;(4) Accredited dental colleges or schools;(5) Other organizations, schools, paraprofessional programs, or agencies approved by the state dental board. <p>(D) A licensed dental hygienist shall retain in the dental hygienist's records for a period of at least four years such receipts, vouchers, or certificates as may be necessary to document completion of continuing education programs. With cause, the board may request such documentation from licensed dental</p>

	<p>hygienists, and the board may request such documentation from licensed dental hygienists at random without cause.</p> <p>(E) The board may excuse licensed dental hygienists, as a group or as individuals, from all or any part of the requirements of this section because of an unusual circumstance, emergency, or special hardship.</p> <p>(F) Failure to comply with the requirements of this section constitutes a failure to renew registration pursuant to section 4715.24 of the Revised Code.</p> <p><u>Ohio Administrative Code Chapter 4715-8 Continuing Education</u></p> <p>4715-8-01 Continuing education requirements.</p> <p>(A) Except as provided in paragraph (B)(2) of this rule, acceptable continuing education for all Ohio licensees is defined as educational and scientific courses given by board-approved sponsors. Continuing education experiences to fulfill renewal requirements for board licensure, registration, certification, and/or permits may be obtained in the following formats, including but not limited to:</p> <p class="list-item-l1">(1) "Directly interactive presentation format" means a presentation format in which each participant is able to provide direct feedback and have interaction with the instructor through a question and answer format in real time.</p> <p class="list-item-l1">(2) "Supervised self-instruction" means the coursework is provided in a self-instruction format which must include a testing mechanism supplied by a board-approved sponsor. The licensee must complete a test with a passing score of not less than seventy-five per cent and demonstrate a level of comprehension before credit is awarded. Tests must be graded by the sponsor and results returned to the licensee. Supervised self-instruction includes, but is not limited to:</p> <p class="list-item-l2">(a) Graded audio/video courses.</p> <p class="list-item-l2">(b) Graded correspondence courses.</p> <p class="list-item-l2">(c) Graded internet, online, or webinar computer courses.</p> <p>(B) Categories of credit To fulfill the minimum requirements set forth in sections 4715.141 and 4715.25 of the Revised Code, the licensee must select areas of study within the stated categories. Licensees shall not receive credit for hours that exceed the maximum number set forth in the following categories:</p> <p class="list-item-l1">(1) Dental education and scientific courses - activities designed to review existing concepts and techniques, to convey information beyond the basic dental education and to update knowledge on advances in scientific, non-clinical and clinical practice related subject matter, including ethics, regulatory compliance, risk management, nutrition, and evidence-based dentistry wherein the objective is to improve the knowledge, skills and ability of the individual to provide the highest quality of service to the public and the profession. No maximum number of hours exist for this category.</p> <p class="list-item-l1">(2) Non-clinical dental practice related continuing education - continuing education experiences which may include, but is not limited to, those courses which aid in the management of a dental practice or clinic, including those courses pertaining to the management of third party payer issues, dental billing practices, patient and provider appeals of payment disputes and patient management of billing matters; courses to improve recall and scheduling systems, production flow, communication systems and data management; courses in organization and management of the dental practice including office computerization and design, ergonomics, and the improvement of practice administration and office operations; courses in leadership development and team development; and, courses in human resource management and</p>
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	<p>employee benefits. The licensee may obtain a maximum of five hours of continuing education in this category.</p> <p>(3) Papers, publications and scientific presentations - scientific papers authored by the licensee and published in a scientific professional journal, and/or the original presentation of papers, essays, scientific exhibits or formal lectures to recognized groups of fellow professionals. The licensee may obtain a maximum of three hours of continuing education in this category.</p> <p>(4) Teaching and research appointments - documented teaching or research activities at an accredited institution, at least one-half day per week per academic year, and holding at least a part-time faculty or research appointment as evidenced by a signed, dated letter of appointment from the chair or director of the accredited institution. The licensee may obtain a maximum of three hours of continuing education in this category.</p> <p>(5) Volunteer service as a clinician - documented substantial pro bono dental and dental hygiene services to indigent and underserved populations, or to persons who reside in areas of critical need in the state of Ohio. No remuneration shall be made to the licensee or the program sponsor for services provided under this rule. The licensee may obtain up to one-third of their continuing education requirement in this category.</p> <p>(6) Poster sessions - original presentation of or documented viewing of a poster session at a professional meeting. The licensee may obtain a maximum of two hours of continuing education in this category.</p> <p>4715-8-02 Sponsors of continuing education.</p> <p>The sponsor is the individual, organization or educational institution or other entity conducting the professional education course. Sponsors shall be as follows:</p> <p>(A) An organization, school or other agency as set forth in division (B) of section 4715.141 and division (C) of section 4715.25 of the Revised Code whose continuing education courses comply with rule 4715-8-01 of the Administrative Code. Other organizations, schools, or agencies recognized as sponsors and approved by the board are:</p> <ul style="list-style-type: none">(1) "American Dental Association," and constituent and component dental associations and societies affiliated with the "American Dental Association."(2) "National Dental Association," and constituent and component dental associations and societies affiliated with the "National Dental Association."(3) "American Dental Hygienists Association," and its recognized constituents, components and affiliated societies.(4) "National Dental Hygienists' Association" and constituent and component dental hygienists' associations and societies affiliated with the "National Dental Hygienists' Association."(5) National, state, district or local dental specialty organizations affiliated with the "American Dental Association."(6) "Academy of General Dentistry" and its constituent and component organizations.(7) Universities, colleges and community colleges with accredited programs in dentistry or dental hygiene.(8) Colleges and universities accredited by an accrediting agency approved by the United States department of education.(9) Healthcare organizations and institutions accredited by the "Joint Commission (JC)."(10) Other accredited or nationally recognized healthcare organizations (e.g. American heart association, American red cross, American safety and health institute).
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	<p>(11) "American Dental Associations Continuing Education Recognition Program (ADA CERP)" - providers of continuing education that have completed the application review process by the "Commission of Continuing Education Provider Recognition (CCEPR)" and have been granted approval status and remain in good standing.</p> <p>(12) "Academy of General Dentistry Program Approval for Continuing Education (AGD PACE)" - providers of continuing education that have completed the application and review process by the "AGD PACE Council" and have been granted approval status and remain in good standing.</p> <p>(13) Study clubs, dental-related organizations, schools, agencies, araprofessional groups, and other organizations who partner with or co-sponsor continuing education courses and programs with any sponsor listed in paragraphs (A)(1) to (A)(12) of this rule.</p> <p>(B) Biennial sponsor - Individuals, trade corporations, institutions, study clubs, dental research clinics, and nondental-related entities or groups that have applied and been approved by the board as sponsors for the current biennium. Sponsor approval shall be based upon the criteria identified in rule <u>4715-8-03</u> of the Administrative Code. Approval as a biennial sponsor automatically expires at the end of the biennium. Biennial sponsors will no longer be recognized by the board as sponsors after December 31, 2021.</p> <p>4715-8-03 Standards for approval of biennial sponsors.</p> <p>No biennial sponsor shall be approved by the board as a sponsor after December 31, 2021. In order to obtain approval as a biennial sponsor, a sponsor shall:</p> <p>(A) Make application by completion of an application form provided by the board.</p> <p>(B) Submit evidence to the board demonstrating adherence to the following standards:</p> <p>(1) Participant objectives shall state the expected outcomes for the participant and be used as a basis for determining content and learning experiences. Explicit written educational objectives identifying the expected learner outcomes must be developed for each activity. The program planner must be ultimately responsible for ensuring that appropriate objectives are developed for each activity. The educational objectives may however, be prepared by the instructor, course director or program planner.</p> <p>(2) Curriculum offerings shall reflect appropriate didactic and clinical training for the subject matter. The teaching methods shall be appropriate to achieve the stated objective of the course and the time allotted is sufficient for the participants to meet the stated objectives. When a course includes clinical dental hygiene or dental assistant radiographer practice on patients, an Ohio licensed dentist shall provide supervision.</p> <p>(3) Continuing education sponsors must ensure that providers/instructors chosen to teach courses are qualified by education and/or experience to provide instruction in the relevant subject matter.</p> <p>(4) Facilities and equipment shall be specifically designed for instruction in each subject offered.</p> <p>(5) Award partial credit for participants failing to complete the total number of hours for which a specific offering planned, if appropriate, in view of the subject matter and the instruction method of the course.</p> <p>(C) Designate a person who assumes responsibility for each continuing education offering. The contact person shall:</p> <p>(1) Completely file all information necessary for provider approval.</p>
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	<p>(2) Ensure that continuing education offerings that are to receive hours of credit acceptable towards Ohio licensure renewal comply with sections 4715.141 and 4715.25 of the Revised Code, and all rules of the board.</p> <p>(3) Provide written certification that the course has been satisfactorily completed only to those attendees who have completed the course. The certification shall contain the sponsor's name, title of course, instructor(s), date of course, location, and number of hours of credit acceptable towards Ohio licensure renewal and category of credit in rule 4715-8-01 of the Administrative Code. Validation by the sponsor of a document furnished by the attendee shall satisfy this requirement.</p> <p>(4) Notify the board of any significant changes relative to the maintenance of standards as set forth in this chapter.</p> <p>(D) Maintain records of individual course offerings. Records shall include:</p> <p>(1) Name of CE sponsor, instructor(s) and their qualifications;</p> <p>(2) The date(s), location and number of continuing education hours of acceptable towards Ohio licensure renewal;</p> <p>(3) The title of the offering and/or specific subjects;</p> <p>(4) Category of credit hours acceptable towards Ohio licensure renewal as set forth in rule 4715-8-01 of the Administrative Code.</p> <p>(5) Sponsors must maintain records of the individual participants at each educational offering, including their names and addresses, for a period of at least four years.</p>
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4715-8-04 Continuing education requirements for renewal or reinstatement.

(A) Each applicant for biennial license registration or license reinstatement shall certify that the applicant has completed the requisite hours of continuing dental education (hereinafter "CE") since the start of the registration period. This certification shall be evidence of completion of the CE requirement as set forth in sections [4715.141](#), [4715.25](#), and [4715.53](#) of the Revised Code, provided that:

(1) The board may annually select applications for biennial license registration or license reinstatement for verification that all CE requirements have been met. Licensees whose applications are selected shall submit additional documentation of compliance with CE requirements as the board may require, within thirty days.

(2) Applicants shall keep detailed records of CE hours taken. Records of all CE undertaken shall be retained by the applicant for the period of at least four years after the completion of the CE activity, and shall be kept available for agents of the board for review. At a minimum, the following information must be retained:

- (a) Description of the CE activity;
- (b) The location of the CE activity;
- (c) The dates of attendance
- (d) The hours of each CE activity; and
- (e) A certificate or letter of completion in a written or digital format issued by the presenter of the CE activity, if available, or any other available documentation of the completion of the CE activity, acceptable to the board, which shall include at a minimum the following:
- (i) Name of the attendee;
- (ii) Name(s) of the sponsor;
- (iii) Name(s) of the instructor(s);
- (iv) Course title; and

	<p>(v) Number of credit hours of continuing education acceptable towards Ohio licensure renewal.</p> <p>It is the licensees responsibility to ensure that courses taken fulfill the requirements set forth in sections 4715.141, 4715.25 and 4715.53 of the Revised Code and rules 4715-8-01 to 4715-8-04 of the Administrative Code.</p> <p>(B) Failure to maintain adequate records of CE activity rebuts the presumption established in paragraph (A) of this rule that the CE requirements have been completed.</p> <p>(C) Pursuant to sections 4715.141 and 4715.25 of the Revised Code, the board may excuse licensed dentists and dental hygienists, as a group or as individuals, from all or any part of the continuing education requirements because of an unusual circumstance, emergency, or special hardship. Licensees may seek to be excused from continuing education requirements if they submit a request to the board with supporting records, documentation, and statements. Continuing education requirements may be excused for the following reasons:</p> <p>(1) Exemptions</p> <p>(a) Recent graduates - licensees who have completed their initial dental doctoral education or dental hygiene undergraduate education within their first registration.</p> <p>(b) Dental and dental hygiene students - licensees who are enrolled as students in a full-time dental or dental hygiene program in an accredited educational institution.</p> <p>(2) Extensions</p> <p>(a) Military personnel - service members, veterans, or spouses of service members or veterans pursuant to rule 4715-14-03 of the Administrative Code.</p> <p>(b) Health - documented illness or condition that prevents licensees from obtaining continuing education requirements. Length of extension granted shall not exceed one year.</p> <p>(c) Other - documented loss of records due to emergency or natural disasters.</p> <p>(3) Waivers - definitive reasons which preclude the licensee from active practice.</p> <p>(D) Nothing in this rule shall limit the board's authority to investigate and take action pursuant Chapter 4715. of the Revised Code.</p> <p><i>Last updated April 19, 2022 at 8:39 AM</i></p>
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