

## Article XIV: MINIMUM CONTINUING EDUCATION FOR DENTISTS AND DENTAL HYGIENISTS

A. Purpose: The Rules in this chapter set forth the requirements and guidelines for minimum continuing education for dentists and dental hygienists.

B. Definitions: For the purpose of these rules on continuing education, these definitions shall apply:

Board refers to the Arkansas State Board of Dental Examiners (ASBDE).

Continuing Education Unit (CEU) One (1) continuing education unit equals a minimum of fifty (50) minutes. A one-half (1/2) contact hours equals a minimum of twenty-five (25) minutes

Course is a planned educational experience.

License is any person licensed to practice dentistry or dental hygiene in the state of Arkansas.

Reporting Period is the length of time in each continuing education cycle; two calendar years.

C. Scope:

Beginning January 1, 1994, each Arkansas licensee shall comply with these minimum continuing education requirements.

To regain an active license, the licensee must have completed the required ~~CE credits~~ CEUs for one reporting period before regaining an active status license. Said ~~CE credits~~ CEUs must be earned within the immediate two-year period prior to regaining an active status license.

D. Minimum Continuing Education Requirements for Licensees:

ASBDE shall require acceptable continuing education as a prerequisite for license renewal. Failure to comply with the minimum continuing education requirements may result in the inability to renew a license or revocation of a license.

1. ~~Units~~ CEUs required for dentists: The requirement for minimum continuing education for Arkansas licensed dentists will be fifty (50) ~~credit units~~ CEUs for every two (2) year reporting period. The first reporting period will begin January 1, 1994 and end December 31, 1995. Each reporting period will start on an even numbered year.

2. ~~Units~~ CEUs required for dental hygienists: The requirement for minimum continuing education for Arkansas licensed dental hygienists will be forty (40) ~~units~~ CEUs for every two (2) year reporting period. The first reporting period will begin January 1, 1994 and end December 31, 1995. Each reporting period will start on an even numbered year.

3. Requirements for new Licensees: The requirement for minimum continuing education for new licensees (dentists and dental hygienists) will begin January 1 of the calendar year following their licensure and be pro-rated if not at the start of the new reporting period.

E. Acceptable Continuing Education:

Only those courses directly related to provision of services and patient care shall be considered for credit. Any course is acceptable which contributes to updating and maintaining the

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knowledge and skills of the dentist or dental hygienist in the treatment of the individual patient. ~~or the management of the dental practice or clinic.~~ No more than six (6) CEUs can be dedicated to the management of a dental practice. A minimum of four (4) CEUs must be dedicated to one or more of these areas: ethics, jurisprudence, chemical dependency, patient record keeping or HIPPA (Health Insurance Portability and Accountability Act) compliance. Continuing education courses for the dentist can consist of no more than 20 CEUs of online or self-study courses; therefore a minimum of 30 CEUs must be live "in person attended" course work. Continuing education courses for the Dental Hygienist can consist of no more than 15 CEUs of online or self-study courses; therefore 25 CEUs must be "in person attended" course work. ~~CE-units~~ CEUs will be determined by the course sponsor. Home study and online courses which include a post-test and the issuance of a certificate of completion will be accepted. At least 1 ~~CE-hour~~ CEU in each two (2)-year reporting period must be on the subject of infection control. Courses dealing with other subjects of professional concern are outside the scope of the continuing education requirements. Such courses or programs which will not qualify for approval are money management, investments, time spent with professional and/or financial consultants, and professional organizational business meetings. The Board does not preapprove courses.

F. Procedure for Reporting Continuing Education Units:

1. Reporting: At the end of each two (2) year reporting period, the licensee will provide a typed list on forms provided by the Board attesting to the actual number of ~~CE-hours~~ CEUs earned in the two (2) year reporting period and confirmed by the licensee's signature. All information requested on the forms must be properly completed for the ~~hours~~ CEUs to be accepted.
2. Record Keeping: CE records must be kept by the licensee in an orderly manner. All records relative to ~~CE-hours~~ CEUs must be maintained by the licensee for at least three (3) years from the end of the reporting period. The records or copies of the forms must be provided to the ASBDE upon request. Audits will be conducted at the end of each two year reporting period by ASBDE.
3. Hours CEUs beyond requirements: ~~Continuing education units~~ CEUs acquired beyond the minimum requirement in each two (2) year reporting period will not be carried forward to the succeeding reporting period.

G. Advanced Study - (Graduate Study, Internships, Residencies): Dentists or dental hygienists engaged in a full-time dental or dental hygiene related program will fulfill their continuing education requirement for each reporting period in which they are actively participating in such programs by the nature of these activities, and will have no additional formal requirements for that period. However, the licensee enrolled in an advanced program must notify the Board.

H. Publishing Papers - Presenting Clinics - Lecturing - Teaching:

1. Licensees presenting CE courses will be granted six (6) ~~hours of CEU~~ CEUs for each hour of the original presentation, and ~~an hour~~ one (1) CEU for each hour of ~~credit for additional~~ presentation of the same material.
2. Licensees publishing papers will be granted six (6) ~~hours of CEU~~ CEUs for the first publication only.

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3. Full or part-time teaching in dental, dental hygiene or dental assisting programs that are accredited by CODA will receive CEU credit equal to the number of hours spent teaching didactic classroom courses. Extra hours will not be given for lecture preparation. (For example, teaching a **three (3)** semester hour course for **twelve (12)** weeks would result in **thirty-six (36) CEU CEUs.**) The dates of the courses, the names of the courses, the name of the institution and the number of hours spent teaching the course or clinic directly to students must be reported on CE forms provided by the Board each license renewal cycle.
4. Clinical instruction supervision in dental, dental hygiene or dental assisting programs that are accredited by CODA will receive CEU credit at a rate of **one (1) CEU** for every **eight (8)** hours of clinical supervision or instruction time. Documentation of clinical instruction and supervision hours will be required on each license renewal form.
5. Licensed dentists and dental hygienists who instruct and supervise dental, dental hygiene or dental assisting students enrolled in CODA accredited programs in off-campus dental clinic facilities (clinical rotations) will receive 1 CEU ~~hour~~ for every 8 hours the students spend under their supervision. Documentation of instruction and supervision hours will be required on each license renewal form.
- I. Cardiopulmonary Resuscitation: Each licensed dentist, dental hygienist, and registered dental assistant must take a ~~Healthcare Provider~~ **Basic Life Support** level of cardiopulmonary resuscitation course and submit a photocopy of the cardiopulmonary resuscitation card or certificate with the renewal form that confirms that he or she holds at least a current certificate in cardiopulmonary resuscitation of ~~Healthcare Provider~~ **Basic Life Support** level, effective January 1, 2003. **The hours dedicated to obtaining a Basic Life Support certification can be used toward CEUs.**

Approved 12/10/1993, Amended 8/19/1995, 4/18/2003, 4/29/2005, and 9/19/2008.

**QUESTIONNAIRE FOR FILING PROPOSED RULES AND REGULATIONS  
WITH THE ARKANSAS LEGISLATIVE COUNCIL AND JOINT INTERIM COMMITTEE**

**DEPARTMENT/AGENCY** Arkansas State Board of Dental Examiners  
**DIVISION** \_\_\_\_\_  
**DIVISION DIRECTOR** Donna Cobb, Executive Director  
**CONTACT PERSON** Kevin M. O'Dwyer, Attorney  
**ADDRESS** 211 S. Spring Street, Little Rock, AR 72201  
**PHONE NO.** 501-372-4144 **FAX NO.** 501-372-7480 **E-MAIL** kodwyer@htolaw.com  
**NAME OF PRESENTER AT COMMITTEE MEETING** Kevin M. O'Dwyer  
**PRESENTER E-MAIL** \_\_\_\_\_

**INSTRUCTIONS**

- A. Please make copies of this form for future use.
- B. Please answer each question **completely** using layman terms. You may use additional sheets, if necessary.
- C. If you have a method of indexing your rules, please give the proposed citation after "Short Title of this Rule" below.
- D. Submit two (2) copies of this questionnaire and financial impact statement attached to the front of two (2) copies of the proposed rule and required documents. Mail or deliver to:

**Donna K. Davis  
Administrative Rules Review Section  
Arkansas Legislative Council  
Bureau of Legislative Research  
One Capitol Mall, 5<sup>th</sup> Floor  
Little Rock, AR 72201**

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1. What is the short title of this rule? Amendment to Article XIV to strengthen the scope of education requirements for Dentists and Dental Hygienists
2. What is the subject of the proposed rule? To clarify document reading and to add minimums and maximums to areas of continuing education requirements for dentists and dental hygienists.
3. Is this rule required to comply with a federal statute, rule, or regulation? Yes  No   
If yes, please provide the federal rule, regulation, and/or statute citation. \_\_\_\_\_
4. Was this rule filed under the emergency provisions of the Administrative Procedure Act? Yes  No   
If yes, what is the effective date of the emergency rule? N/A
- When does the emergency rule expire? N/A

Will this emergency rule be promulgated under the permanent provisions of the Administrative Procedure Act? Yes  No

5. Is this a new rule? Yes  No   
If yes, please provide a brief summary explaining the regulation. \_\_\_\_\_

Does this repeal an existing rule? Yes  No   
If yes, a copy of the repealed rule is to be included with your completed questionnaire. If it is being replaced with a new rule, please provide a summary of the rule giving an explanation of what the rule does. \_\_\_\_\_

Is this an amendment to an existing rule? Yes  No   
If yes, please attach a mark-up showing the changes in the existing rule and a summary of the substantive changes. **Note: The summary should explain what the amendment does, and the mark-up copy should be clearly labeled "mark-up."**

6. Cite the state law that grants the authority for this proposed rule? If codified, please give the Arkansas Code citation. ACA §17-82-208

7. What is the purpose of this proposed rule? Why is it necessary? The proposed amendment is necessary to strengthen the sope of education obtained by dentists and dental hygienists.

8. Please provide the address where this rule is publicly accessible in electronic form via the Internet as required by Arkansas Code § 25-19-108(b). www.dentalboard.arkansas.gov

9. Will a public hearing be held on this proposed rule? Yes  No

If yes, please complete the following:

Date: March 16, 2017

Time: 8:30 a.m.

Offices of the Arkansas State Board of  
Dental Examiners, 101 East Capitol

Place: Ave., Suite 111, Little Rock AR 72201

10. When does the public comment period expire for permanent promulgation? (Must provide a date.)

March 16, 2017

11. What is the proposed effective date of this proposed rule? (Must provide a date.)

May 1, 2017

12. Do you expect this rule to be controversial? Yes  No

If yes, please explain. \_\_\_\_\_

13. Please give the names of persons, groups, or organizations that you expect to comment on these rules? Please provide their position (for or against) if known.

Arkansas State Dental Association





Total \_\_\_\_\_

Total \_\_\_\_\_

(b) What is the additional cost of the state rule?

**Current Fiscal Year**

**Next Fiscal Year**

General Revenue N/A

General Revenue N/A

Federal Funds \_\_\_\_\_

Federal Funds \_\_\_\_\_

Cash Funds \_\_\_\_\_

Cash Funds \_\_\_\_\_

Special Revenue \_\_\_\_\_

Special Revenue \_\_\_\_\_

Other (Identify) \_\_\_\_\_

Other (Identify) \_\_\_\_\_

Total \_\_\_\_\_

Total \_\_\_\_\_

5. What is the total estimated cost by fiscal year to any private individual, entity and business subject to the proposed, amended, or repealed rule? Identify the entity(ies) subject to the proposed rule and explain how they are affected.

**Current Fiscal Year**

**Next Fiscal Year**

\$ \_\_\_\_\_

\$ \_\_\_\_\_

N/A

6. What is the total estimated cost by fiscal year to state, county, and municipal government to implement this rule? Is this the cost of the program or grant? Please explain how the government is affected.

**Current Fiscal Year**

**Next Fiscal Year**

\$ \_\_\_\_\_

\$ \_\_\_\_\_

N/A

7. With respect to the agency's answers to Questions #5 and #6 above, is there a new or increased cost or obligation of at least one hundred thousand dollars (\$100,000) per year to a private individual, private entity, private business, state government, county government, municipal government, or to two (2) or more of those entities combined?

Yes  No

If YES, the agency is required by Ark. Code Ann. § 25-15-204(e)(4) to file written findings at the time of filing the financial impact statement. The written findings shall be filed simultaneously with the financial impact statement and shall include, without limitation, the following:

- (1) a statement of the rule's basis and purpose;
- (2) the problem the agency seeks to address with the proposed rule, including a statement of whether a rule is required by statute;
- (3) a description of the factual evidence that:
  - (a) justifies the agency's need for the proposed rule; and



- (b) describes how the benefits of the rule meet the relevant statutory objectives and justify the rule's costs;
- (4) a list of less costly alternatives to the proposed rule and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
  - (5) a list of alternatives to the proposed rule that were suggested as a result of public comment and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
  - (6) a statement of whether existing rules have created or contributed to the problem the agency seeks to address with the proposed rule and, if existing rules have created or contributed to the problem, an explanation of why amendment or repeal of the rule creating or contributing to the problem is not a sufficient response; and
  - (7) an agency plan for review of the rule no less than every ten (10) years to determine whether, based upon the evidence, there remains a need for the rule including, without limitation, whether:
    - (a) the rule is achieving the statutory objectives;
    - (b) the benefits of the rule continue to justify its costs; and
    - (c) the rule can be amended or repealed to reduce costs while continuing to achieve the statutory objectives.

**Amendment to Article XIV: Minimum Continuing Education For Dentists And Dental Hygienists**

**SUMMARY**

To clarify document reading and to add minimums and maximums to areas of continuing education requirements for dentists and dental hygienists. The additions of minimums and maximums to areas of continuing education requirements are recommended to strengthen the scope of education obtained by dentists and dental hygienists.