CHAPTER 3

REQUIREMENTS FOR LICENSURE AND RENEWAL

Section 1. **Statement of Purpose.** These Board Rules are adopted to implement the Board’s authority to establish the requirements for licensure, annual license renewal, and volunteer certificates.

Section 2. **Application Status.**

(a) For those applicants seeking all types of licensure, competency shall be met during the timeframe identified immediately prior to submitting a completed application.

(b) Applications shall be deemed “complete” when all necessary documentation has been received by the Board office.

(c) Applications shall expire one year after submission. If an application expires, an applicant shall submit a new application, including payment of fee.

Section 3. **ARC Review of Applications.**

(a) An applicant for licensure or certification shall have committed no acts which are grounds for disciplinary action, or if the act was committed, the ARC has found after investigation that sufficient restitution has been made and the applicant no longer presents a threat to the public safety.

(b) If the ARC questions an applicant’s competency, the ARC may request an applicant complete a regional clinical examination or other program.

Section 4. **Jurisprudence Examination and Interview.**

(a) The Board shall issue a dental or dental hygiene license to any applicant that meets the qualifications for licensure identified in Sections 5, 6, 7, 8, and 12 and successfully passes the jurisprudence examination.

(b) All dental licensure applications and necessary documentation, including payment of fee and report from PBIS, shall be received at least forty five (45) days prior to a Board meeting. The ARC shall recommend eligibility to sit for the jurisprudence examination. The Board staff shall administer the dental jurisprudence examination and the applicant shall be required to interview with the Board.

(c) All dental hygiene licensure applications and necessary documentation, including payment of fee and report from PBIS, shall be received by the Board prior to scheduling an appointment to be administered the jurisprudence examination. The ARC shall recommend eligibility to sit for the jurisprudence examination.
To successfully pass the jurisprudence examination, the applicant shall score at least a 75% on the exam.

**Section 5. Dental Licensure by Examination.**

(a) **Eligibility.** An applicant may seek dental licensure by examination if the applicant graduated from a CODA accredited U.S. or Canadian Dental School within twelve (12) months and has never been licensed to practice as a dentist in any state.

(b) **Application Requirements.** Applicant shall:

   (i) Submit a completed application and payment of fee;

   (ii) Successfully pass the NBDE;

   (iii) Successfully pass a regional clinical examination that indicates competency in:

       (A) Endodontics, including access opening of a posterior tooth and access, canal instrumentation and obturation of an anterior tooth;

       (B) Fixed Prosthodontics including one of the following:

           (I) A full crown procedure;

           (II) An indirect cast class II inlay;

           (III) An indirect cast class II onlay; or

           (IV) Cast 3/4 crown.

       (C) Periodontics, including scaling and root planning on a patient in a clinical setting; and

       (D) Restorative Dentistry, including a class II amalgam or composite preparation and restoration and a class III composite preparation and restoration.

           (I) Slot preps shall not be accepted.

           (II) If an indirect inlay, onlay, or ¾ crown procedure is done on a patient, the applicant shall be required to perform one additional restorative procedure as listed above.

**Section 6. Dental Licensure by Endorsement.**

(a) **Eligibility.** An applicant may seek dental licensure by endorsement if the applicant has a license in good standing in another jurisdiction with licensure requirements as stringent as Wyoming.

(b) **Application Requirements.** Applicant shall:
(i) Submit a completed application and payment of fee;

(ii) Complete requirements identified in Section 5(b)(ii) and (iii);

(A) If applicant successfully passed a regional clinical examination as identified in Section 5(b)(iii) which did not include a fixed prosthodontics component, applicant shall submit evidence of active clinical practice of 5,000 hours in five (5) years;

(iii) Submit a completed application to PBIS and authorize PBIS to report to the Board; and

(iv) Submit evidence that demonstrates competency including:

(A) Active clinical practice of 1,000 hours in one (1) year; or

(B) Successful completion of a regional clinical examination within twelve (12) months; or

(C) Completion of ten (10) hours of hands on clinical continuing education for each year not actively practicing.

Section 7. Dental Hygiene Licensure by Examination.

(a) Eligibility. An applicant may seek dental hygiene licensure by examination if the applicant graduated from a CODA accredited U.S. or Canadian Dental Hygiene School or program within twelve (12) months and has never been licensed to practice as a dental hygiene in any state.

(b) Application Requirements. Applicant shall:

(i) Submit a completed application and fees;

(ii) Successfully pass the NBDHE; and

(iii) Successfully pass the CRDTS, WREB, NERB, CITA, or SRTA.

Section 8. Dental Hygiene Licensure by Endorsement.

(a) Eligibility. An applicant may seek dental hygiene licensure by endorsement if the applicant has a license in good standing in another jurisdiction with licensure requirements as stringent as Wyoming.

(b) Application Requirements. Applicant shall:

(i) Submit a completed application and payment of fee;

(ii) Submit a completed application to PBIS and authorize PBIS to report to the Board; and
(iii) Submit evidence that demonstrates competency including:

(A) Active clinical practice of 800 hours in one (1) year; or

(B) Successful completion of a regional clinical examination within twelve (12) months; or

(C) Completion of ten (10) hours of continuing education for each year not actively practicing.

Section 9. Annual Licensure Renewal.

(a) Expiration.

(i) All dental and dental hygiene licenses shall expire December 31 of each year.

(ii) Unless a licensee timely renews their license, the licensee shall not practice after December 31.

(b) Renewal Application. A dental or dental hygiene licensee seeking renewal shall:

(i) Submit a completed renewal application and payment of fee; and

(ii) Verify current certification in CPR.

(c) Competency Requirement. After five (5) years of inactive clinical practice, an applicant shall demonstrate competency by successful completion of regional clinical examination or apply for a non-clinical licensure.

Section 10. Failure to Timely Renew.

(a) Unlicensed Practice. Failure to timely renew may subject the licensee to disciplinary action for unlicensed practice.

(b) Administrative Grace Period.

(i) The administrative grace period shall be from January 1st to March 31st.

(ii) Licensees that failed to timely renew may apply for renewal during the administrative grace period. However, licensees shall not practice until the Board approves their license.

(iii) Licensees that failed to timely renew shall:

(A) Submit a completed renewal application and payment of fee; and

(B) Verify current certification in CPR.

(iv) On April 1st, any license not renewed shall lapse.
Section 11. **Lapsed License.**

(a) If a dental license lapses, the dentist shall apply for relicensure.

(b) If a dental hygiene license lapses, the dental hygienist may restore their lapsed license until December 31st of the year the license lapsed. After December 31st, the dental hygienist shall apply for relicensure.

Section 12. **Dental and Dental Hygiene Relicensure**

(a) **Eligibility.** An applicant may seek dental or dental hygiene relicensure if the applicant has been licensed in Wyoming and either failed to timely renew or is seeking to return to active clinical practice.

(b) **Application Requirements.** Applicant shall:

   (i) Submit a completed relicensure application and payment of fee;

   (ii) Verify current certification in CPR; and

   (iii) Successfully pass the jurisprudence examination.

(c) **Competency Requirement for Return to Practice.** An applicant applying for relicensure that has not actively practiced in five (5) years shall also demonstrate competency by:

   (i) Successful completion of a regional clinical examination within twelve (12) months; and

   (ii) Submit evidence of completion of ten (10) hours of hands on clinical continuing education for each year not actively practicing.

Section 13. **Reinstatement.**

(a) **Eligibility.** An applicant may seek to have his dental or dental hygiene license reinstated if the applicant’s Wyoming dental or dental hygiene license has been revoked, surrendered, suspended, conditioned, or restricted.

(b) **Application Requirements.** Applicant shall:

   (i) Submit a completed application and payment of fee;

   (ii) Verify current certification in CPR;

   (iii) Submit evidence of complying with the requirements of a previous Board order;

   (iv) Submit evidence of applicant’s ability to safely and competently practice; and

   (v) Submit evidence demonstrating just cause for reinstatement.
Section 14. **Non-Clinical Licensure.**

(a) **Eligibility.** An applicant may seek a non-clinical license if the applicant does not engage in active clinical practice. This limited license is intended for those applicants teaching, examining, consulting, reviewing, or engaging in administrative oversight.

(b) **Application Requirements.** Applicant shall:

(i) Submit a completed application and payment of fee; and

(ii) Submit a personal statement describing applicant’s intended non-clinical practice.

(c) **Renewal Application.** A non-clinical licensee seeking renewal shall submit a completed renewal application and payment of fee.

Section 15. **Volunteer’s Certificate.** Any applicant that meets the qualifications under W.S. 33-15-131 shall submit a completed application.

Section 16. **Temporary Educator’s License.** Any applicant that meets the qualifications under W.S. 33-15-133 shall submit a completed application.