

## SECTION .0500 – LICENSURE BY CREDENTIALS

### 21 NCAC 16C .0501 DENTAL HYGIENE LICENSURE BY CREDENTIALS

(a) An applicant for a dental hygiene license by credentials shall submit to the Board:

- (1) a notarized application form provided by the Board at [www.ncdentalboard.org](http://www.ncdentalboard.org) that includes the information and materials required by Rule .0301(a) of this Subchapter;
- (2) the nonrefundable licensure by credentials fee set forth in 21 NCAC 16M .0102;
- (3) an affidavit from the applicant stating for the two year period set out in G.S. 90-224.1(c)(1):
  - (A) the dates that and locations where the applicant has practiced dental hygiene;
  - (B) that the applicant has provided at least 2,000 hours of clinical care to patients; and
  - (C) that the applicant holds an active, unrestricted dental hygiene license issued by another U.S. state or any U.S. territory, and has done so without any period of interruption; and
- (4) a statement disclosing and explaining any investigations, malpractice claims, or state or federal agency complaints, judgments, or settlements that are related to licensure and are not disclosed elsewhere in the application.

(b) In addition to the requirements of Paragraph (a) of this Rule, an applicant for a dental hygiene license by credentials shall request the applicable entity to send the following required information or documents, in a sealed envelope or via secure electronic transmission, directly from the entity to the Board office:

- (1) the applicant's official transcripts from a dental hygiene program accredited by the Commission on Dental Accreditation of the American Dental Association;
- (2) a certificate of the applicant's licensure status from the regulatory authority or other occupational or professional regulatory authority and a disclosure of all disciplinary actions taken or investigations pending, from all licensing jurisdictions where the applicant holds or has ever held a dental hygiene license or other occupational or professional license;
- (3) scores from:
  - (A) the National Board Dental Hygiene Examination administered by the Joint Commission on National Dental Examinations; and
  - (B) a clinical examination accepted by the Board based on the criteria set out in Rule .0303(d) of this Subchapter;
- (4) a report of any pending or final malpractice actions against the applicant verified by any malpractice insurance carrier covering the applicant; and
- (5) a letter of coverage history from all current and all previous malpractice insurance carriers covering the applicant.

For purposes of this Rule, "secure electronic transmission" means an electronic method of communication that ensures that completeness, integrity, and confidentiality of information are maintained during transmission.

(c) An application shall be complete when the Board receives all information and documentation set forth in Paragraphs (a) and (b) of this Rule and the applicant's passing scores on all examinations required by this Rule. Partial applications that are not completed within one year of the date the first document is submitted to the Board shall be disregarded as expired without a refund of the application fee.

(d) An applicant for dental hygiene licensure by credentials shall pass the Board's written examinations in sterilization and jurisprudence as set out in Rule .0303(a) of this Subchapter. Applicants who do not pass either written examination after three attempts within one year in accordance with Rule .0311(b) of this Subchapter shall not be eligible for reexamination under Rule .0311(c) of this Subchapter and may not reapply for licensure by credentials.

(e) Any applicant who changes his or her address shall notify the Board office in writing within 10 business days.

(f) Any license obtained through fraud or by any false representation shall be revoked.

*History Note: Authority G.S. 90-223; 90-224.1; 90-229;  
Temporary Adoption Eff. January 1, 2003;  
Eff. January 1, 2004;  
Recodified from Rule .0401 Eff. June 1, 2006;  
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