

**GEORGIA BOARD OF DENTISTRY**  
**Conference Call**  
**2 Peachtree St., N.W., 36<sup>th</sup> Floor**  
**Atlanta, GA 30303**  
**December 11, 2015**  
**12:00 p.m.**

**The following Board members were present:**

Dr. Steve Holcomb  
Ms. Becky Bynum (*arrived @ 12:48 p.m.*)  
Dr. Randy Daniel  
Dr. Tom Godfrey  
Dr. Greg Goggans  
Dr. Logan Nalley  
Dr. Antwan Treadway

**Staff present:**

Tanja Battle, Executive Director  
Bryon Thernes, Assistant Attorney General  
Ryan McNeal, Chief Investigator  
Anil Foreman, Legal Officer  
Brandi Howell, Business Operation Specialist

**Visitors:**

TJ Kaplan  
Nicole Pisanti, Fortis College  
Heather Reeves, Fortis College  
Abigail Finley, Fortis College  
Hailey Parker, Fortis College  
Frenchie Hicks, Fortis College  
Lorena Reeves, Fortis College  
Kristin Guttuso, Fortis College  
Britney Comptois, Fortis College  
Marlene Mibenge, Fortis College  
Nicole Cobbs, Fortis College  
Shenese Ferguson, Fortis College  
Celeste Presnell, Fortis College  
Allan Rivera, Fortis College  
Stephanie Lotti, GDA

**Open Session**

Dr. Holcomb established that a quorum was present and called the meeting to order at 12:02 p.m.

**Introduction of Visitors**

Dr. Holcomb welcomed the visitors.

**Approval of Minutes**

Dr. Nalley made a motion to approve the Public and Executive Session minutes for the November 6, 2015 meeting as amended. Dr. Goggans seconded and the Board voted unanimously in favor of the motion.

**Licenses to Ratify**

Dr. Nalley made a motion to ratify the list of licenses issued. Dr. Treadway seconded and the Board voted unanimously in favor of the motion.

**Correspondences from Melana McClatchey, GDA**

The Board considered this correspondence regarding whether or not Federally Qualified Health Centers (FQHC's) qualify for reduced supervision of hygienists. The Board directed staff to respond by stating that FQHC's are still held to the same standards regarding direct supervision as other hygienists.

The Board considered this additional correspondence from Ms. McClatchey regarding whether or not Expanded Duties/Expanded Functions certifications from out-of-state dental assistants will transfer over to Georgia. The Board directed staff to respond by stating that if the certificate is issued from a CODA approved program that lists the functions within the Board's rule, it would be acceptable.

### **Correspondence from Dr. Fay S. Burnett, DN010008**

The Board considered this correspondence asking if Explanation of Benefits (EOB) received from a patient's dental insurance needs to be retained for a specific amount of time. Dr. Godfrey made a motion to direct staff to respond to Dr. Burnett by stating that this information is not part of the treatment record and the Board does not require a retention schedule for that information. Dr. Nalley seconded and the Board voted unanimously in favor of the motion.

### **Rules Committee Report – Dr. Tom Godfrey**

Dr. Godfrey made a motion to post Rules 150-3-.09 Continuing Education for Dentists, 150-3-.10 Continuing Education for Volunteer Licenses, 150-5-.05 Continuing Education for Dental Hygienists and 150-7-.03 Volunteers in Dentistry. Dr. Nalley seconded and the Board voted unanimously in favor of the motion.

### **Rule 150-3-.09 Continuing Education for Dentists**

(1) Dentists licensed to practice in the state of Georgia shall maintain and furnish to the Board, upon request, official documentation of having completed a minimum of forty (40) hours of continuing education during each biennium. Official documentation shall be defined as documentation from an approved provider that verifies a licensee's attendance at a particular continuing education course. Official documentation of course attendance must be maintained by a dentist for at least three (3) years following the end of the biennium during which the course as taken.

(a) Compliance with all continuing education requirements is a condition for license renewal.

Failure to complete all hours of mandatory continuing education shall serve as grounds to deny the renewal of a license and may also result in disciplinary action being taken against a licensee.

(b) Upon its own motion, the Board may at any time randomly select a percentage of actively licenses dentists for the purpose of auditing their compliance with the continuing education requirements of the Board. Those licensees selected for an audit shall submit official documentation of their compliance within thirty (30) days of receipt of the audit letter. Failure to respond to an audit request in a timely manner shall be grounds for disciplinary action against a licensee.

(c) The continuing education requirements shall not apply to dentists whose licenses are on inactive status.

(d) The continuing education requirements shall apply within the first biennium that a dentist is licensed in Georgia. However, in order to meet the continuing education requirements during the first biennium, a newly licensed dentist may submit as their continuing education hours proof of dental coursework taken within the previous two (2) years of the date of the renewal application from a university or other institution accredited by the Commission on Dental Accreditation of the American Dental Association, or its successor agency. Following the first biennium that a dentist is licensed in Georgia such licensees shall comply with the continuing education requirements set forth in Rule 150-3-.09(2) and (3).

(e) The continuing education requirements for dentists holding volunteer licenses may be satisfied by compliance with this rule, or they may alternatively be satisfied by compliance with Rule 150-3-.10.

(2) Coursework, including home study courses, sponsored or approved by the following recognized organizations will be accepted:

(a) American Dental Association/American Dental Hygienists association, and their affiliate associations and societies;

(b) Academy of General Dentistry;

(c) National Dental Association and its affiliate societies;

(d) Colleges, and universities and institutions with programs in dentistry and dental hygiene that are accredited by the Commission on Dental Accreditation of the American Dental

Association when the professional continuing education course is held under the auspices of the school of dentistry or school of dental hygiene;

(e) CPR courses offered by the American Red Cross, the American Heart Association, the American Safety and Health Institute, the National Safety Council, EMS Safety Services, or other such agencies approved by the Board.

(f) National and State Associations and/or societies of all specialties in dentistry recognized under Georgia law;

(g) Veterans Administration Dental Department;

(h) Armed Forces Dental Department;

(i) Georgia Department of Public Health;

(j) American Medical Association, the National Medical Association and its affiliate associations and societies;

(k) Hospitals accredited by the Joint Commission on Accreditation of Hospital Organizations (JCAHO).

(3) Course content:

(a) All courses must reflect the professional needs of the dentist in providing quality dental health care to the public;

(b) At least thirty (30) hours of the minimum requirement shall be clinical courses in the actual delivery of dental services to the patient or to the community;

(c) Four (4) credit hours for successful completion of the CPR course required by Georgia law may be used to satisfy continuing education requirements per renewal period;

(d) Up to fifteen (15) hours of continuing education per year may be obtained by assisting the Board with administering the clinical licensing examination. These hours shall be approved by the Continuing Education Committee of the Georgia Board of Dentistry and need not be sponsored by any agency listed in 150-3-.09(2);

(e) Eight (8) hours per biennium may be obtained by assisting the board with investigations of licensees. This may include consultant review on behalf of the Georgia Board of Dentistry and peer reviews completed by committees of the Georgia Dental Association but shall be limited to two (2) hours for each case reviewed. These hours shall be approved by the Continuing Education Committee of the Georgia Board of Dentistry and need not be sponsored by any agency listed in 150-3-.09(2);

(f) Up to ten (10) hours of continuing education per year may be obtained by teaching clinical dentistry or dental hygiene at any ADA-approved educational facility. These hours shall be awarded in writing by the course director at the facility and approved by the Continuing Education Committee of the Georgia Board of Dentistry;

(g) Up to ten (10) hours of continuing education per biennium may be obtained by providing, uncompensated dental care at a public agency or institution, not for profit agency, not for profit institution, nonprofit corporation or not for profit association which provides dentistry services to indigent patients;

(h) Up to twenty (20) hours of continuing education per biennium may be obtained by members of the Georgia Board of Dentistry for member service, where one continuing education hour is credited for each five hours of Board service provided.

(4) Criteria for receiving credit for attending an approved continuing education course:

(a) Credit hours are not retroactive or cumulative. All credit hours must be received during the two (2) year period to which they are applied;

(b) One credit hour for each hour of course attendance will be allowed;

(c) Only twelve hours of credit will be accepted per calendar day;

(d) Effective January 1, 2008, at least twenty (20) of the required forty (40) hours of credit must be acquired in person at an on-site course or seminar; you are not allowed to acquire all CE hours through on-line courses, electronic means, journal studies, etc.

(5) Criteria for receiving credit for teaching an approved continuing education course:

- (a) Credit hours for teaching an approved course must be obtained and used during the biennium that the approved course is taught;
- (b) A dentist who teaches an approved continuing education course is eligible to receive two (2) credit hours for each hour of course work that he or she presents at a particular course. Credit will be given for teaching a particular course on one occasion. A maximum of ten (10) credit hours per biennium may be obtained by a dentist by whom an approved continuing education course is taught;
- (c) Only continuing education courses sponsored by organizations designated in Rule 150-3.09(2) will be considered for credit pursuant to this subsection of the rule.
- (d) In the event that an audit is conducted of the continuing education hours of a dentist who has taught a course approved by a recognized organization, the following information shall be required to document the dentist's role in presenting a continuing education course:
- (i) Documentation from an approved provider verifying that the dentist presented an approved continuing education course;
- (ii) Documentation from an approved provider reflecting the content of the course;
- (iii) Documentation from an approved provider specifying the list of materials used as a part of the course; and
- (iv) Documentation from an approved provider verifying the hours earned and the dates and times that the course in question was given.
- (e) In the event that an approved continuing education course is taught by more than one dentist, continuing education credit will be given for those portions of coursework for which the dentist is directly involved and primarily responsible for the preparation and presentation thereof. Continuing education credit will not be available to a dentist whose participation in preparing and presenting an approved course is not readily identifiable.
- (6) Criteria for receiving credit for providing uncompensated indigent dental care.
- (a) Up to ten (10) hours of continuing education per biennium may be obtained by providing, uncompensated dental care at a public agency or institution, not for profit agency, not for profit institution, nonprofit corporation or not for profit association which provides dentistry services to indigent patients.
- (b) Dentists may receive one hour of continuing education for every four hours of indigent dental care the dentist provides, up to ten (10) hours. Such continuing education credits will be applied toward the dentist's clinical courses.
- (c) All credit hours must be received during the two (2) year renewal period;
- (d) All appropriate medical/dental records must be kept;
- (e) Dentists shall at all times be required to meet the minimal standards of acceptable and prevailing dental practice in Georgia;
- (f) The Board shall have the right to request the following:
1. Documentation from the organization indicating that the dentist provided the dental services;
  2. Documentation from the organization that it provided medical and/or dental services to the indigent and/or those making up the underserved populations;
  3. Notarized verifications from the organization documenting the dentist's agreement not to receive compensation for the services provided;
  4. Documentation from the organization detailing the actual number of hours spent providing said services; and
  5. Documentation from the dentist and/or organization verifying the services provided.
- (7) Effective January 1, 2012, dentists may receive continuing education credit for dental coursework taken during a residency program from a university or other institution accredited by the Commission on Dental Accreditation of the American Dental Association. Such coursework must have been taken during the current license renewal period.
- (1) Submission of a copy of the certificate of completion of program showing dates of completion is sufficient proof of coursework.
- (2) One (1) credit hour equals one (1) continuing education credit.

### **Rule 150-3-.10 Continuing Education for Volunteer Licenses**

(1) A dentist licensed to practice in the State of Georgia as a volunteer shall maintain and furnish to the Board, upon request, official documentation of having completed a minimum of forty (40) hours of continuing education during each biennium. Official documentation shall be defined as documentation from an approved provider that verifies a licensee's attendance at a particular continuing education course. Official documentation of course attendance must be maintained by a dentist for at least three (3) years following the end of the biennium during which the course as taken.

(a) A dentist holding a volunteer license in the State of Georgia may complete his or her continuing education requirements in the manner described in Rule 150-3-.09; or alternatively, a dentist holding a volunteer license may complete his or her continuing education requirements in the manner described in this Rule. Should a dentist holding a volunteer license choose to meet his or her continuing education requirements in the manner described in this Rule, all forty (40) hours of continuing education must be clinical.

(b) A dentist holding a volunteer license in the State of Georgia may complete up to thirty (30) hours of continuing education per biennium by providing uncompensated dental care at a public agency or institution, not-for-profit agency, not-for-profit institution, non-profit corporation or not-for-profit association which provides dentistry services to indigent patients. Such continuing education credits will be applied toward the dentist's clinical continuing education requirements and shall be credited at the rate of one (1) hour of continuing education for every hour of indigent dental care the dentist provides, but shall be subject to the following criteria:

1. All credit hours must be received during the two (2) year renewal period;

2. All appropriate medical/dental records must be kept;

3. Dentists shall at all times be required to meet the minimal standards of acceptable and prevailing dental practice in Georgia;

4. The Board shall have the right to request the following:

(i) Documentation from the organization indicating that the dentist provided the dental services;

(ii) Documentation from the organization that it provided medical and/or dental services to the indigent and/or those making up the underserved populations;

(iii) Notarized verifications from the organization documenting the dentist's agreement not to receive compensation for the services provided;

(iv) Documentation from the organization detailing the actual number of hours spent providing said services; and

(v) Documentation from the dentist and/or organization verifying the services provided.

(c) Should a dentist licensed in the State of Georgia as a volunteer choose to satisfy a portion of the requirement of forty (40) hours of continuing education by providing uncompensated dental care as provided for in (1)(b), the dentist must complete the remaining continuing education, which must be clinical, from a provider satisfying the requirements described in Rule 150-3-.09.

(d) Four credit (4) hours for successful completion of the CPR course required by Georgia law and may be used to satisfy continuing education requirements per renewal period.

(2) A dental hygienist licensed to practice as a volunteer in the State of Georgia shall maintain and furnish to the Board upon request, official documentation of having completed a minimum of twenty-two (22) hours of continuing education during each biennium. Official documentation shall be defined as documentation from an approved provider that verifies a licensee's attendance at a particular continuing education course. Official documentation of course attendance must be maintained by a dentist for at least three (3) years following the end of the biennium during which the course as taken.

(a) A dental hygienist holding a volunteer license in the State of Georgia may complete his or her continuing education requirements in the manner described in Rule 150-5-.05; or alternatively, a dental hygienist holding a volunteer license may complete his or her continuing education requirements in the manner described in this Rule. Should a dental hygienist holding a volunteer license choose to meet his or her continuing education requirements in the manner described in this Rule, all twenty-two (22) hours of continuing education must be scientific, in the actual delivery of dental services to the patient or to the community.

(b) A dental hygienist holding a volunteer license in the State of Georgia may complete up to fifteen (15) hours of continuing education per biennium by providing uncompensated dental care at a public agency or institution, not-for-profit agency, not-for-profit institution, non-profit corporation, or not-for-profit association which provides dentistry services to indigent patients. Such continuing education credits will be applied toward the dental hygienist's scientific continuing education requirements, and shall be credited at the rate of one (1) hour of continuing education for every hour of indigent dental care the dental hygienist provides, but shall be subject to the following criteria:

1. All credit hours must be received during the two (2) year renewal period;

2. Dental hygienists shall at all times be required to meet the minimal standards of acceptable and prevailing dental practice in Georgia;

3. The Board shall have the right to request the following:

(i) Documentation from the organization indicating that the dental hygienist provided the dental services;

(ii) Documentation from the organization that it provided medical and/or dental hygiene services to the indigent and/or those making up the underserved populations;

(iii) Notarized verifications from the organization documenting the dental hygienist's agreement not to receive compensation for the services provided;

(iv) Documentation from the organization detailing the actual number of hours spent providing said services; and

(v) Documentation from the dental hygienist and/or organization verifying the services provided.

(c) Should a dental hygienist licensed in the State of Georgia as a volunteer choose to satisfy a portion of the requirement of twenty-two (22) hours of continuing education by providing uncompensated dental care as provided for in (2)(b), the dental hygienist must complete the remaining continuing education, which must be scientific, from a provider satisfying the requirements described in Rule 150-5-.05.

(d) Four credit (4) hours for successful completion of the CPR course required by Georgia law and may be used to satisfy continuing education requirements per renewal period.

#### **Rule 150-5-.05 Requirements for Continuing Education for Dental Hygienists.**

(1) Dental hygienists licensed to practice in the state of Georgia shall maintain and furnish to the Board, upon request, official documentation of having completed a minimum of twenty-two (22) hours of continuing education during each biennium. Official documentation shall be defined as documentation from an approved provider that verifies a licensee's attendance at a particular continuing education course. Official documentation of course attendance must be maintained by a dental hygienist for at least three (3) years following the end of the biennium during which the course was taken.

(a) Compliance with all continuing education requirements is a condition for license renewal.

Failure to complete all hours of mandatory continuing education shall serve as grounds to deny the renewal of a license and may also result in disciplinary action being taken against a licensee.

(b) Upon its own motion, the Board may at any time randomly select a percentage of actively licensed dental hygienists for the purpose of auditing their compliance with the continuing education requirements of the Board. Those licensees selected for an audit shall submit official documentation of their compliance within thirty (30) days of receipt of the audit letter. Failure to respond to an audit request in a timely manner shall be grounds for disciplinary action against a licensee.

(c) The continuing education requirements shall apply within the first biennium that a dental hygienist is licensed in Georgia. However, in order to meet the continuing education requirements during the first biennium, a newly licensed dental hygienist may submit as their continuing education hours proof of dental hygiene coursework taken within the previous two (2) years of the date of the renewal application from a university or other institution accredited by the Commission on Dental Accreditation of the American Dental Association. Following the first biennium that a dental hygienist is licensed in Georgia such licensees shall comply with the continuing education requirements set forth in Rule 150-5-.05(2) and (3).

(d) The continuing education requirements shall not apply to dental hygienists who are on inactive status.

(e) The continuing education requirements for dental hygienists holding volunteer licenses may be satisfied by compliance with this rule, or they may alternatively be satisfied by compliance with Rule 150-3-.10.

(2) Coursework, including home study courses, sponsored or approved by any organization recognized under Rule 150-3-.09(2) will be accepted.

(3) Course content:

(a) All courses must reflect the professional needs of the hygienist providing quality dental health care to the public;

(b) At least fifteen (15) hours of the minimum requirement must be scientific courses in the actual delivery of dental services to the patient or to the community;

(c) Four (4) credit hours for successful completion of the CPR course required by Georgia law offered by the American Heart Association, the American Red Cross, the American Safety and Health Institute, the National Safety Council, EMS Safety Services, or other such agencies approved by the Board may be used to satisfy continuing education requirements per renewal period.

(d) Up to eight (8) hours of continuing education per year may be obtained by assisting the Board with administering the clinical licensing examination or by assisting the Board with investigations of licensees. These hours shall be approved by the Continuing Education Committee of the Georgia Board of Dentistry and need not be sponsored by any agency or organization listed in 150-3-.09(2).

(e) Up to five (5) hours of continuing education per biennium may be obtained by teaching dental hygiene at any ADA-approved educational facility. These hours shall be awarded, in writing, by the course director at the facility and approved by the Continuing Education Committee of the Georgia Board of Dentistry.

(f) Up to five (5) hours of continuing education per biennium may be obtained by providing, uncompensated dental hygiene care at a public agency or institution, not for profit agency, not for profit institution, nonprofit corporation or not for profit association which provides dental hygiene services to indigent patients.

(g) Up to ten (10) hours of continuing education per biennium may be obtained by members of the Georgia Board of Dentistry for member service, where one continuing education hour is credited for each five hours of Board service provided.

(4) Criteria for receiving credit for attending an approved continuing education course:

(a) Credit hours are not retroactive or cumulative. All credit hours must be received during the two (2) year period to which they are applied; and

(b) One credit hour for each hour of course attendance will be allowed;

(c) Only twelve hours of credit will be accepted per calendar day;

(d) Effective January 1, 2008, at least eleven (11) of the required twenty-two (22) hours of credit must be acquired in person at an on-site course or seminar; you are not allowed to acquire all CE hours through on-line courses, electronic means, journal studies, etc.

(5) Criteria for receiving credit for teaching an approved continuing education course:

(a) Credit hours for teaching an approved course must be obtained and used during the biennium that the approved course is taught;

(b) A dental hygienist that teaches an approved continuing education course is eligible to receive two (2) credit hours for each hour of coursework that he or she presents at a particular course.

Credit will be given for teaching a particular course on one occasion only. A maximum of five

(5) credit hours per biennium may be obtained by a dental hygienist by whom an approved continuing education course is taught;

(c) Only continuing education course designated in Rule 150-5.05(2) as being sponsored or approved by recognized organizations will be considered for credit pursuant to this subsection of the rule. Courses taught by a dental hygienist prior to or a part of the process of obtaining his or her R.D.H. shall not be eligible for consideration pursuant to this provision of the rule;

(d) In the event that an audit is conducted of the continuing education hours of a dental hygienist who has taught a course approved by a recognized organization, the following shall be required to document the dental hygienist's role in presenting a continuing education course:

1. Documentation from an approved provider verifying that the dental hygienist presented an approved continuing education course;
2. Documentation from an approved provider reflecting the content of the course;
3. Documentation from an approved provider specifying the list of materials used as part of the course; and
4. Documentation from an approved provider verifying the hours earned and the dates and times that the course in question was given.

(e) In the event that an approved continuing education course is taught by more than one dental hygienist, continuing education credit will be given for those portions of course work in which the dental hygienist is directly involved and primarily responsible for the preparation and presentation thereof. Continuing education credit will not be available to a dental hygienist whose participation in preparing and presenting an approved course is not readily identifiable.

(6) Criteria for receiving credit for providing uncompensated indigent dental hygiene care.

(a) Up to five (5) hours of continuing education per biennium may be obtained by providing uncompensated dental hygiene care at a public agency or institution, not for profit agency, not for profit institution, nonprofit corporation or not for profit association which provides dental hygiene services to indigent patients.

(b) Dental hygienists may receive one hour of continuing education for every four hours of indigent dental hygiene care the dental hygienist provides, up to five (5) hours. Such continuing education credits will be applied toward the dental hygienist's clinical courses.

(c) All credit hours must be received during the two (2) year renewal period;

(d) Dental hygienists shall at all times be required to meet the minimal standards of acceptable and prevailing practice in Georgia;

(e) The Board shall have the right to request the following:

1. Documentation from the organization indicating that the dental hygienist provided the services;
2. Documentation from the organization that it provided medical and/or dental hygiene services to the indigent and/or those making up the underserved populations;
3. Notarized verifications from the organization documenting the dental hygienist agreement not to receive compensation for the services provided;
4. Documentation from the organization detailing the actual number of hours spent providing said services; and
5. Documentation from the dental hygienist and/or organization verifying the services provided.

### **Rule 150-7-.03 Volunteers in Dentistry.**

(1) The Board may issue volunteer licenses in its discretion when it has identified an area of this state in which there is an urgent, unfilled need for dental and/or dental hygiene services, and when it has located a competent dentist or dental hygienist to fulfill such need. In granting these volunteer licenses, the Board shall observe the following criteria:

(a) Need of the Community. A volunteer license shall be issued for the purpose of serving indigent patients in areas of this state in which there is inadequate personnel to supply dental or dental hygiene services. In determining what constitutes an inadequate supply of dental or dental hygiene personnel, the Board shall consider various factors, including the dentist-patient ratio or the dental hygienist-patient ratio in the area in question, the distance between patients and any existing dentist or dental hygienist, the maldistribution of particular types of specialty care, and any other factors which are indicative of an absence of adequate dental or dental hygiene services in or reasonably accessible to the area in question. Any group or groups of persons seeking to secure such a dentist or dental hygienist for a community shall supply the Board with all information necessary for it to make a determination as to the existence of all the foregoing factors.

(b) Qualifications of the Dentist.



1. The dentist or dental hygienist must submit an application for a volunteer license to the Board and must be retired from the practice of dentistry or dental hygiene and not currently engaged in such practice either full time or part time, and has prior to retirement maintained full licensure in good standing in dentistry or dental hygiene, or is currently licensed to practice dentistry or dental hygiene in any licensing jurisdiction in the U.S. and whose license is unrestricted and in good standing. This license to practice dentistry or dental hygiene must have been issued by a licensing authority following successful completion of a clinical licensing examination, approved by the board and must have been held at least five years while engaged in clinical practice. Applicants must not have failed a clinical licensing exam within the past five years.

2. As a condition precedent to a volunteer license being issued, after five (5) years have passed without the applicant being engaged in the direct observation and treatment of patients, the Board, in its discretion, may require a refresher course or the passage of an examination administered by the board or a testing agency designated and approved by the board.

3. The applicant dentist or dental hygienist may be asked to submit a statement from a physician attesting to the applicant's physical and mental capacity;

4. The applicant must show proof of current CPR certification;

5. If the applicant is not in compliance with the continuing education requirements established by the Board at the time application is made for the volunteer license (which is forty (40) hours for dentist and twenty-two (22) hours for dental hygienist of continuing education within the last two (2) years including CPR at the basic life support level), the applicant may be issued a nonrenewable temporary license to practice for six months provided the applicant is otherwise qualified for such license.

6. All applicants must show passage with a score of 75 or higher on a jurisprudence examination on the laws and rules governing the practice of dentistry/dental hygiene in the State of Georgia. Such examination shall be administered in the English language;

7. There shall be no application or licensing fee for initial issuance of a volunteer license.

(c) Dental Hygienists are subject to all provisions of direct supervision per Rule 150-5-.03.

(d) Renewal of a volunteer license.

1. Volunteer licenses shall expire at the close of December 31 in all odd-numbered years, and shall be administratively revoked for failure to renew on July 1 of the following even-numbered year.

2. There shall be no renewal fee for licensees holding a volunteer in dentistry license.

3. Licenses which have been administratively lapsed for non-renewal shall be reinstated only at the discretion of the board;

4. Holders of a volunteer in dentistry license are subject to continuing education requirements as outlined in Board Rule ~~150-3-.09 (40 hours including CPR).~~ 150-3-.10.

5. Holders of a volunteer in dental hygiene license are subject to continuing education requirements as outlined in Board Rule ~~150-5-.05 (22 hours including CPR).~~ 150-3-.10.

(d) Any other provisions of Chapter 11, Title 43 of the Official Code of Georgia Annotated not inconsistent with the intent and purpose of the special license statute shall be fully applicable to all specially licensed dentists.

A motion was made by Dr. Godfrey, seconded by Dr. Nalley, and the Board voted that the formulation and adoption of these amendments do not impose excessive regulatory cost on any licensee and any cost to comply with the proposed amendments cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the relevant code sections.

In the same motion, the Board voted that the formulation and adoption of these amendments will impact every licensee in the same manner, and each licensee is independently licensed, owned and operated and dominant in the field of dentistry.

Dr. Godfrey made a motion to post Rule 150-7-.04 Dental Provisional Licensure by Credentials. Dr. Nalley seconded and the Board voted unanimously in favor of the motion.

**Rule 150-7-.04 Dental Provisional Licensure by Credentials.**

(1) For purposes of this rule:

(a) “State” includes Washington D.C. and all U.S. territories.

(b) “Provisional Licensure by Credentials” means a license to practice dentistry in the State of Georgia granted to individuals licensed to practice dentistry in another state who have not met all of the requirements for a regular dental license but who have met equivalent requirements for the practice of dentistry as set forth in O.C.G.A. § 43-11-41 and by board rule.

(c) “Full-Time Clinical Practice” means a minimum of 1,000 hours for each full twelve (12) month period of licensure immediately preceding the date of the application in the hands-on treatment of patients. For the purposes of this rule, each such period shall not be less than a full twelve (12) months. Neither clinical practice through training programs nor during periods of residency do not qualify as full-time clinical practice. Whether a part of or separate from the training or residency program, no clinical practice while participating in or enrolled in any training or residency program shall be considered for the purposes of this rule.

(d) “Active Dental License” is defined as an unencumbered license held by an individual without restrictions.

(e) “Full-Time Clinical Faculty Practice” means a minimum of 1,000 hours for each full twelve (12) month period of licensure immediately preceding the date of the application in the teaching of clinical dental skills at an ADA-accredited dental school/program. For the purposes of this rule, each such period shall not be less than a full twelve (12) months. For any time periods during which the applicant is himself or herself participating in or enrolled in any training or residency program, the teaching of clinical skills shall not be considered for the purposes of this rule.

(2) Only those applicants licensed and currently engaged in full-time clinical practice as defined in subsection (1)(c) of this rule in a state that has a credentialing law similar to the licensure by credentials law in Georgia will be considered by the board for a provisional license by credentials. Applicants from states not issuing licenses by credentials are ineligible.

(3) The board may, in its discretion, grant a provisional license by credentials to dentists licensed in another state who do not hold a Georgia license to practice dentistry.

(4) As set forth in O.C.G.A. § 43-11-41, an applicant for a provisional license by credentials must also meet the following requirements:

(a) Must have an active dental license in good standing from another state.

(b) Must have received a doctor of dental surgery (D.D.S.) degree or a doctor of dental medicine (D.M.D.) degree from a dental school approved by the board and accredited by the Commission on Dental Accreditation of the American Dental Association (A.D.A.) or its successor agency.

(c) Applicants must have been in full-time clinical practice, as defined in subsection (1)(c) of this rule; full-time faculty as defined in subsection (1)(e) of this rule; or a combination of both for each of the five years immediately preceding the date of the application.

(d) Candidates with any felony convictions are not eligible. Candidates convicted of a misdemeanor involving moral turpitude or dealing with the administering, dispensing or taking of drugs including, but not limited to controlled substances, are not eligible.

(e) Those applicants who have received a doctoral degree in dentistry from a dental school accredited by the Commission on Dental Accreditation of the American Dental Association, or its successor agency, must provide the following in order to complete their application:

1. Certified copy of the applicant’s testing results showing passage of all sections with a score of 75 or higher or its equivalent score on a clinical examination administered by the board or a testing agency designated and approved by the board.

(i) After a fourth failure of one or more sections of any clinical examination, no further attempts will be recognized by the board for licensure by credentials in Georgia.

2. Show passage with a score of 75 or higher on a jurisprudence examination on the laws and rules governing the practice of dentistry in the State of Georgia. Such examination shall be administered in the English language.

3. Proof of current CPR certification;

4. Copies of any and all National Practitioner's Data Bank reports pertaining to the applicant;
  5. Official transcripts under seal from a school or university from which the applicant received ~~his/her~~ a doctorate in dentistry;
  6. National Board scores showing passage of all sections of the examination with a score of 75 or higher;
  7. Verification of licensure from all states where the applicant has ever held or currently holds a license to practice dentistry;
  8. Furnish a background check. The applicant shall be responsible for all fees associated with the performance of a background check.
  9. In accordance with O.C.G.A. §50-36-1, all applicants applying for licensure must submit an Affidavit Regarding Citizenship and submit a copy of secure and verifiable documentation supporting the Affidavit with ~~his or her~~ an application.
- (5) Those applicants who have received a doctoral degree in dentistry from a dental school not accredited by the Commission on Dental Accreditation of the American Dental Association, or its successor agency, in addition to the information required in subsection (8)(a), (c), (d) and (e) of this rule must also provide the following in order to complete their application:
- (a) Proof of successful completion at an ADA-accredited dental school approved by the board of the last two years of a pre-doctoral program as a full-time student under the conditions required of other full-time students, except as excused or limited in the manner that any other student's participation would be excused or limited by state and federal law, and receipt of the doctor of dental surgery (D.D.S.) or doctor of dental medicine (D.M.D.) degree; and
  - (b) Certification by the dean of the accredited dental school where the applicant took the required supplementary program specified in O.C.G.A. § 43-11-41(a) setting forth that the applicant has achieved the same level of didactic and clinical competency as expected of a graduate of the school and that the student has completed the last two years of a pre-doctoral program under the conditions required of other full-time students, except as excused or limited in the manner that any other student's participation would be excused or limited by state and federal law.
  - (c) A certification letter from a dental board or regional testing agency of a passing score of 75 or higher on each section of a clinical licensure examination substantially equivalent to the clinical licensure examination required in Georgia and which was administrated by the dental board or its designated testing agency. A certification letter from the applicant's dental school is not acceptable.
- (a) Such certification shall state that the examination included procedures performed on human subjects as part of the assessment of clinical competencies and shall have included evaluations in the following areas:
1. periodontics, human subject clinical abilities testing;
  2. endodontics, clinical abilities testing;
  3. posterior class II amalgam or posterior class II composite preparation and restoration, human subject clinical abilities testing;
  4. anterior class III composite preparation and restoration, human subject clinical abilities testing;
  5. crown preparation, clinical abilities testing;
  6. prosthetics, written or clinical abilities testing;
  7. oral diagnosis, written or clinical abilities testing; and
  8. oral surgery, written or clinical abilities testing.
- (b) In addition to the foregoing requirements to be eligible for licensure consideration by credentials, a license examination after January 1, 1998 shall include:
1. anonymity between candidates and examination raters;
  2. standardization and calibration of raters; and
  3. a mechanism for post exam analysis.
- (c) After a fourth failure of one or more sections of any clinical examination, no further attempts will be recognized by the board for licensure by credentials in Georgia.
- (d) All applicants must show passage of a jurisprudence examination on the laws and rules governing the practice of dentistry in the State of Georgia. Such examinations shall be administered in the English language.

(7) Within the first two (2) years of being granted a provisional license by credentials, the applicant must establish full-time clinical practice that is defined as 1,000 hours in the hands-on treatment of patients per twelve (12) month period, or the license will be automatically revoked.

(8) Active duty military dentists on federal installations are exempt from the state of practice requirement as contained in subsection (2) of this rule as long the applicant has an active license in an acceptable state and meets all other requirements as set forth in this rule.

(9) Contract employees on Georgia federal installations are exempt from the state of practice requirement as contained in subsection (2) of this rule as long the applicant has an active license in an acceptable state and meets all other requirements as set forth in this rule.

(10) These exempt applicants must provide a letter from the supervising authority/commanding officer at the federal installation. Such letter must include but not be limited to the applicant's general service record, any complaint or disciplinary action as well as continuing education that the credentialing candidate may have obtained.

~~(11) For the first five biennial renewal periods, the holder of a dental provisional license by credentials must attest to the fact that he or she has maintained full-time clinical practice in the State of Georgia as defined in subsection (1)(c) of this rule.~~

~~(12)~~ (11) The Board shall have the authority to refuse to grant a provisional license by credentials to an applicant, or to revoke the provisional license by credentials to a dentist licensed by the Board, or to discipline a dentist holding a provisional license by credentials in accordance with the provisions of O.C.G.A. §§ 43-1-19, 43-11-47.

A motion was made by Dr. Godfrey, seconded by Dr. Nalley, and the Board voted that the formulation and adoption of this amendment does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed amendment cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the relevant code sections.

In the same motion, the Board voted that the formulation and adoption of these amendments will impact every licensee in the same manner, and each licensee is independently licensed, owned and operated and dominant in the field of dentistry.

#### **Executive Director's Report – Ms. Tanja Battle**

Ms. Battle gave the Board an update on renewals. She reported that another reminder notice was sent out to those licensees who had not yet renewed.

Ms. Battle stated that she had a brief conversation with Dr. Holcomb regarding the seventeen (17) inactive status applications on today's agenda and there has been discussion about possibly handling those differently for future meetings. She stated that if additional inactive status applications are received after this meeting and before 12/31/2015, they would have to wait until the next board meeting to be reviewed at which time they would be lapsed. Dr. Nalley made a motion to put into policy that when an inactive status application is received, it may be reviewed by a board member in between board meetings. Additionally, any board member may approve an inactive status application as long as the licensee has no complaints. A list of approved inactive status applications will be ratified at the next schedule board meeting. Dr. Goggans seconded and the Board voted unanimously in favor of the motion.

Dr. Logan Nalley made a motion and Dr. Antwan Treadway seconded and the Board voted to enter into **Executive Session** in accordance with O.C.G.A. §43-1-19(h)(2), §43-11-47(h) and §43-1-2(k) to deliberate and receive information on applications, investigative reports, and the Assistant Attorney General's report. Voting in favor of the motion were those present who included Dr. Randy Daniel, Dr. Tom Godfrey, Dr. Greg Goggans, Dr. Steve Holcomb, Dr. Logan Nalley, and Dr. Antwan Treadway.

**Applications**

- B.B.
- C.K.D.
- C.T.B.
- D.D.M.
- D.J.M.
- D.E.L.
- Y.J.H.
- K.B.
- Z.J.L.
- M.C.D.
- J.A.T.
- T.C.F.
- S.C.H.
- S.J.
- J.D.K.
- J.M.P.
- L.C.N.
- S.T.N.
- S.H.T.
- H.H.E.
- E.L.D.
- C.S.
- T.L.M.
- L.A.G.
- S.D.M.
- G.J.S.

**Correspondence**

- S.M.T.

**Investigative Committee Report**

Report presented:

- DENT150125
- DENT130068
- DENT140147
- DENT150025
- DENT150216
- DENT150264
- DENT150268
- DENT150269
- DENT130069
- D.P.H.
- DENT150283
- DENT160163
- DENT160205

- DENT160198
- DENT160208
- DENT160213
- DENT160220
- DENT160234
- DENT160234
- DENT150107
- DENT160153
- DENT160161
- DENT140290
- DENT160214
- DENT160070
- DENT160024
- DENT080150
- DENT080236
- DENT080271
- DENT080298
- DENT140198
- DENT140233
- DENT150357
- DENT150398
- DENT160060
- DENT160090
- DENT160179
- DENT160182
- DENT160185
- D.O.
- DENT160128
- DENT150133
- DENT150112
- DENT100024
- DENT150181
- DENT140143
- T.M.T.
- G.P.

**Executive Director’s Report – Ms. Tanja Battle**

- A.R.

**Miscellaneous**

- The Board requested legal advice regarding the scope and requirements of various licenses.

**Attorney General’s Report – Mr. Bryon Thernes**

Mr. Thernes presented the following consent order for acceptance:

- R.A.B.

**Legal Services – Ms. Anil Foreman**

Ms. Foreman presented the following consent order for acceptance:

- B.L.H.

No votes were taken in Executive Session. Dr. Holcomb declared the meeting back in Open Session.

## Open Session

Dr. Nalley made a motion to approve all recommendations based on deliberations in Executive Session as follows:

### Applications

- |          |                              |  |
|----------|------------------------------|--|
| • B.B.   | Dental Faculty Applicant     | Approved application with letter referring applicant to O.C.G.A. § 43-11-42. |
| • C.K.D. | Dental Volunteer Applicant   | Schedule to meet with the Licensure Overview Committee                       |
| • C.T.B. | Dental Credentials Applicant | Denied application   |
| • D.D.M. | Dental Credentials Applicant | Denied application   |
| • D.J.M. | Dental Hygiene Credentials   | Approved application   |
| • D.E.L. | Dental Exam Applicant        | Approved application   |
| • Y.J.H. | Dental Exam Applicant        | Approved application   |
| • K.B.   | Dental Exam Applicant        | Schedule to meet with the Licensure Overview Committee                       |
| • Z.J.L. | Dental Exam Applicant        | Denied application   |
| • M.C.D. | Inactive Status Applicant    | Approved application   |
| • J.A.T. | Inactive Status Applicant    | Approved application   |
| • T.C.F. | Inactive Status Applicant    | Approved application   |
| • S.C.H. | Inactive Status Applicant    | Approved application   |
| • S.J.   | Inactive Status Applicant    | Approved application   |
| • J.D.K. | Inactive Status Applicant    | Approved application   |
| • J.M.P. | Inactive Status Applicant    | Approved application   |
| • L.C.N. | Inactive Status Applicant    | Approved application   |
| • S.T.N. | Inactive Status Applicant    | Approved application   |
| • S.H.T. | Inactive Status Applicant    | Approved application   |
| • H.H.E. | Inactive Status Applicant    | Approved application   |
| • E.L.D. | Inactive Status Applicant    | Approved application   |
| • C.S.   | Inactive Status Applicant    | Approved application   |
| • T.L.M. | Inactive Status Applicant    | Approved application   |
| • L.A.G. | Inactive Status Applicant    | Approved application   |
| • S.D.M. | Inactive Status Applicant    | Approved application   |
| • G.J.S. | Inactive Status Applicant    | Approved application   |

### Correspondence

- |          |                               |  |
|----------|-------------------------------|--|
| • S.M.T. | Request for letter re renewal | Directed staff to send appropriate response regarding status |
|----------|-------------------------------|--|

### Investigative Committee Report

Report presented:

<b>Complaint Number</b>	<b>Allegations</b>	<b>Recommendation</b>
DENT150125	Quality of care/substandard practice	Close with no action
DENT130068	Malpractice	Close with no action
DENT140147	Unprofessional conduct	Close with a letter of concern
DENT150025	Other	Close with no action

DENT150216	Malpractice	Close with a letter of concern
DENT150264	Quality of care/substandard practice	Close with no action
DENT150268	Quality of care/substandard practice	Close with no action
DENT150269	Malpractice	Close with no action
DENT130069	Malpractice	Close with no action
D.P.H.	Failure to complete required CE; falsification of application	Refer to the Department of Law
DENT150283	Other	Close with no action
DENT160163	Unlicensed practice	Close with no action
DENT160205	Quality of care/substandard practice	Close with no action
DENT160198	Impairment/substance abuse	Send a letter to the Alabama Board of Dental Examiners advising them of the complaint
DENT160208	Unprofessional conduct	Close with no action
DENT160213	Advertising	Close and refer to the Board of Professional Counseling, Social Workers, and Marriage & Family Therapists
DENT160220	Unprofessional conduct	Close with no action
DENT160234	Unlicensed practice	Close with no action
DENT160234	Unlicensed practice	Close with no action
DENT150107	Quality of care/substandard practice	Close with no action
DENT160153	Billing	Close with a letter of concern
DENT160161	Billing	Close with no action
DENT140290	Unlicensed practice	Accept cease and desist order
DENT160214	Unsanitary conditions	Close with no action
DENT160070	Unethical conduct	Close with no action
DENT160024	Quality of care/substandard practice	Close with no action
DENT080150	Quality of care/substandard practice	Close with no action
DENT080236	Quality of care/substandard practice	Close with no action
DENT080271	Quality of care/substandard practice	Close with no action
DENT080298	Quality of care/substandard practice	Close with no action
DENT140198	Quality of care/substandard practice	Close with no action
DENT140233	Quality of care/substandard practice	Close with a letter of concern
DENT150357	Quality of care/substandard practice	Close with no action
DENT150398	Quality of care/substandard practice	Close with no action
DENT160060	Quality of care/substandard practice	Close with no action
DENT160090	Quality of care/substandard practice	Close with no action
DENT160179	Billing	Close with no action
DENT160182	Quality of care/substandard practice	Close with no action
DENT160185	Quality of care/substandard practice	Close with no action
D.O.	Arrest and conviction	Table for additional time for consideration
DENT160128	Quality of care/substandard practice	Close with no action
DENT150133	Quality of care/substandard practice	Remove "improper record-keeping" from the recommended sanctions to the Department of Law
DENT150112	Quality of care/substandard practice	Send a letter to the complainant stating that the case has been thoroughly investigated, and with no new information presented, the case will remain closed
DENT100024	Quality of care/substandard practice	Send a letter to the complainant that the case will not be reopened
DENT150181	Quality of care/substandard practice	Advise the complainant that the Board has considered



DENT140143	Quality of care/substandard practice	the request to reopen the case and that the matter is closed Approve and accept the hours submitted to satisfy the consent order
T.M.T.	Disclosure on renewal application	Approve renewal of dental license
G.P.	CE required for consent order	Send a letter stating that the Board is willing to accept the risk management course already taken but be advised that if the Board accepts that course to satisfy the order, then the course shall not be credited towards the continuing education required for renewal

**Executive Director’s Report – Ms. Tanja Battle**

- A.R. Request for approval to take remedial course Request approved

**Miscellaneous**

- The Board requested legal advice regarding the scope and requirements of various licenses. No action.

**Attorney General’s Report – Mr. Bryon Thernes**

Mr. Thernes presented the following consent order for acceptance:

- R.A.B. Request denied

**Legal Services – Ms. Anil Foreman**

Ms. Foreman presented the following consent order for acceptance:

- B.L.H. Public consent order accepted

Dr. Goggans seconded and the Board voted unanimously in favor of the motion.

With no further business, the Board meeting adjourned at 1:32p.m.

The next scheduled meeting of the Georgia Board of Dentistry will be held on Friday, January 22, 2016, at 9:30 a.m. at the Department of Community Health’s office located at 2 Peachtree Street, N.W., 36th Floor, Atlanta, GA 30303.

Minutes recorded by Brandi P. Howell, Business Operations Specialist

Minutes edited by Tanja D. Battle, Executive Director