

**IMPORTANT INFORMATION CONCERNING THE  
2019 RENEWAL AND CONTINUING EDUCATION (‘CE’) REQUIREMENTS  
FOR DENTISTS AND DENTAL HYGIENISTS**

**LICENSE RENEWAL**

Licenses for dentists and dental hygienists **expire** on December 31, 2019 unless renewed. In order to renew, dentists and dental hygienists must meet the continuing education (‘CE’) requirements.

**CE REQUIREMENTS FOR 2019 RENEWAL - DENTISTS**

In addition to any other continuing education requirement adopted by the Hawaii Board of Dentistry (‘Board’), after January 1, 2018, each licensed dentist shall complete at least six (6) hours of ethics training per licensing biennium, regardless of the date of initial licensure.

1. If your license was issued prior to 2018, you are required to complete 38 CE hours (32 hours of CE in approved categories pursuant to Hawaii Administrative Rules (‘HAR’) §16-79-141, including the required Basic Life Support (‘BLS’) for Healthcare Providers course sponsored by the American Red Cross or the American Heart Association (completion of a general CPR course will not be sufficient), and six (6) hours of ethics training).

If your license was issued in 2018, you are required to complete 22 CE hours (16 hours of CE in approved categories pursuant to Hawaii Administrative Rules (‘HAR’) §16-79-141, including the required BLS for Healthcare Providers course sponsored by the American Red Cross or the American Heart Association (completion of a general CPR course will not be sufficient), and six (6) hours of ethics training).

If your license was issued in 2019, you are required to complete six (6) hours of ethics training (no additional CE hours in approved categories required).

2. As a part of the CE requirements, a dentist administering general anesthesia or moderate sedation shall be required to complete the Advance Cardiac Life Support (‘ACLS’) course or if treating pediatric patients, the Pediatric Advanced Life Support (‘PALS’) course; provided that both courses shall be completed if the dentist is treating pediatric patients and minors thirteen years or older.

Please be advised that BLS courses shall be limited to a maximum of four (4) CE hours per biennium.

3. Detailed information regarding the continuing education requirements can be found in HRS §448-8.5 (Ethics Requirements for Dentists) and HAR Chapter 16-79, Subchapter 14 Continuing Education.
4. To receive CE credits, courses shall be taken from approved sponsoring organizations pursuant to HAR §16-79-142, or courses previously approved by the Board pursuant to HAR §16-79-143.
5. PLEASE NOTE: A maximum of eight (8) CE hours may be obtained through computer (online) courses, correspondence courses, or courses presented via other media, such as audio and video tape recording. (HAR §16-79-141(d)).

### **CE REQUIREMENTS FOR 2019 RENEWAL - DENTAL HYGIENISTS**

1. If your license was issued prior to 2018, you are required to complete 20 hours of CE in approved categories pursuant to HAR §16-79-141, including completion of at least two (2) hours of ethics training, and a Basic Life Support (“BLS”) for Healthcare Providers course approved by the American Red Cross or the American Heart Association. The completion of a general CPR course will not be sufficient.

If your license was issued in 2018, you are required to complete 10 hours of CE in approved categories pursuant to HAR §16-79-141, including completion of at least two (2) hours of ethics training, and a BLS for Healthcare Providers course approved by the American Red Cross or the American Heart Association. The completion of a general CPR course will not be sufficient.

If your license was issued in 2019, you are not required to complete any CE hours.

2. Detailed information can be found in HAR Chapter 16-79, Subchapter 14 Continuing Education.
3. To receive credit for CE hours, courses shall be taken from approved sponsoring organizations pursuant to HAR §16-79-142 or courses previously approved by the Board pursuant to HAR §16-79-143.
4. PLEASE NOTE: A maximum of eight (8) CE hours may be obtained through computer, correspondence courses, or courses presented via other media, such as audio and video tape recording. (HAR §16-79-141(d)).

## **WAIVER OR MODIFICATION OF REQUIREMENTS**

Pursuant to HAR §16-79-147, the Board **MAY** waive or modify the CE requirements based on the following:

1. Full-time service in the armed forces of the United States;
2. An incapacitating illness documented by a licensed physician;
3. Being disabled and unable to practice dentistry or dental hygiene;
4. Being retired from practice and not performing any dental or dental hygiene services; or
5. Undue hardship or any other extenuating circumstances.

**If you wish to request a waiver or modification, do not renew your license online.** Instead, you will need to submit the following:

- An original completed hard copy renewal application;
- Required fees;
- A written request for waiver or modification of the CE requirements, with an explanation why the waiver or modification is being sought (i.e. why you were unable to meet the CE requirements) and;
- Supporting documents.

To request a hard copy renewal application, please call the Licensing Branch at (808) 586-3000 or send an email request, including your name, license number and complete mailing address you would like the application sent, to [dental@dcca.hawaii.gov](mailto:dental@dcca.hawaii.gov).

## **CHANGE OF STATUS**

***Note: Pursuant to HAR §16-79-12.7, a licensee on inactive status shall be considered as unlicensed and shall not engage in the practice of dentistry or dental hygiene.***

If you would like to change the status of your license from “active” to “inactive”, you cannot renew your license online. Applicants are not able to change their status via the “MyPVL” online renewal site. Instead, you will need to submit an original hard copy renewal form and the required licensing fees.

To request a hard copy renewal application, please call the Licensing Branch at (808) 586-3000 or send an email request, including your name, license number and complete mailing address you would like the application sent, to [dental@dcca.hawaii.gov](mailto:dental@dcca.hawaii.gov).

If you would like to change the status of your license from “inactive” to “active”, you will need to submit the following:

- An original completed hard copy “Reactivation Application” (can be downloaded on the following web page:

[http://cca.hawaii.gov/pvl/boards/dentist/application\\_publications/](http://cca.hawaii.gov/pvl/boards/dentist/application_publications/)), applicable fees and proof of completion of the required number of CE hours; and

- An original completed hard copy renewal application and required fees.

### **RANDOM AUDIT**

Pursuant to HAR §16-79-146, at the time of renewal, each licensee shall certify on the renewal application that the licensee has satisfied all of the CE requirements. In order to determine whether the CE requirements have been met, the Board will conduct a random audit of licensees after all on-time renewal applications have been processed. All selected licensees will be notified by mail and will be required to submit copies of the original documents or evidence of attendance to be attached to the summary form provided by the Board.

### **REFERENCES**

HRS §448-8.5 (Ethics Requirements for Dentists)  
Subchapter 14, Chapter 16-79, Hawaii Administrative Rules.

For a list of sponsoring organizations for CE, please read HAR §16-79-142. In addition, the Board has approved other CE courses from sponsoring organizations not listed in HAR §16-79-142. To find out if a course has been previously approved by the Board, please review the current CE Approval Chart on the following web page:

<http://cca.hawaii.gov/pvl/boards/dentist/continuing-education-information/>.

### **FORFEITURE OF LICENSE**

Pursuant to HAR §16-79-3(c), the failure to timely renew a license, the failure to pay all applicable fees, the failure to complete the CE requirements, the dishonoring of any check upon first deposit, or the failure to comply with any other requirement provided by law, shall cause the license to be automatically forfeited.

The Board recommends all practitioners familiarize themselves with licensing laws and rules at their website: <http://cca.hawaii.gov/pvl/boards/dentist/>