

**Mandatory Continuing Education For Dentists And  
Dental Hygienists.**

## 1. DEFINITIONS

- a. Live Training-The primary presenter or instructor is physically present at the same location as the student and is presenting information in real time.
- b. Online Training-The primary presenter or instructor is located at a different physical location than the student and is presenting information in real time or pre-recorded by means of an internet-based platform or other media. The student may be required to interact with the presenter during the actual presentation.

## 2. NUMBER OF HOURS

- a. Dentists shall complete twenty (20) hours of continuing education every year (annually) as a condition of licensure renewal. All continuing education hours earned shall be completed and submitted within the renewal period in which they were earned.
  1. A minimum of ten(10) hours shall be live training.
  2. A dentist shall maintain a current certification in Basic Life Support (BLS) training through the American Heart Association, American Red Cross, or an equivalent program. This program shall be completed through live training and certified for four (4) hours. This is a 2-year certification; however, the hours shall only apply to the renewal period in which they were completed.
  3. A dentist shall complete a minimum of one (1) hour of prescribing of controlled substances training annually.
  4. A dentist holding an active sedation or anesthesia related permit (e.g., oral conscious sedation, parenteral sedation, general anesthesia) shall maintain a current certification in Advanced Cardiac Life Support (ACLS) training through the American Heart Association, American Red Cross, or an equivalent program. For dentists with a declared pediatric specialty, Pediatric Advanced Life Support (PALS) may be substituted for ACLS. The

ACLS or PALS program shall be completed through live training. This is a 2-year certification; however, the hours shall only apply to the renewal period in which they were completed.

5. A dentist with an active oral conscious sedation permit shall complete a minimum of two (2) hours of training related to sedation and/or anesthesia annually.
  6. A dentist shall complete a minimum of one (1) hour of training in infectious disease control annually.
  7. A dentist shall complete a minimum of one (1) hour of ethical considerations in the practice of dentistry training annually.
  8. A dentist may earn up to a maximum of four (4) hours for pro bono charitable work performed within the state of Alabama. One (1) hour of continuing education credit shall be awarded for every two (2) hours of documented service.
- b. Dental hygienists shall complete twelve (12) hours of continuing education every year as a condition of licensure renewal. All continuing education hours earned shall be completed and submitted within the renewal period in which they were earned.
1. A minimum of six(6) hours shall be live training.
  2. A dental hygienist shall maintain a current certification in Basic Life Support (BLS) training through the American Heart Association, American Red Cross, or an equivalent program. This program shall be completed through live training and certified for four (4) hours. This is a 2-year certification; however, the hours shall only apply to the renewal period in which they were completed.
  3. A dental hygienist shall complete a minimum of one (1) hour of training in infectious disease control annually.
  4. A dental hygienist shall complete a minimum of one (1) hour of ethical considerations in the practice of dental hygiene training annually.
  5. A dental hygienist may earn up to a maximum of four (4) hours for pro bono charitable

work performed within the state of Alabama. One (1) hour of continuing education credit shall be awarded for every two (2) hours of documented service. Any such service must be completed under the direct supervision of a dentist actively licensed in the state of Alabama.

### 3. LICENSEES EXCUSED FROM CONTINUING EDUCATION REQUIREMENTS

- a. A dentist enrolled full-time in a post graduate specialty training or residency program at a dental college accredited by the American Dental Association's Commission on Dental Accreditation is excused from the requirements in 2(a). The dentist shall provide documentation of their enrollment during the annual renewal as described in 4(d).
- b. A licensee may submit a written request to the Board requesting a waiver or extension of the continuing education requirements for a specific annual cycle. The written request and supporting documentation must be received by the Board no later than September 1<sup>st</sup> of the annual continuing education cycle in which the waiver or extension is to apply. Upon review, the Board shall notify the licensee in writing of their approval or denial of the request.

### 4. RECORD KEEPING, REPORTING, AND MONITORING

- a. Licensees shall document continuing education by uploading proof of completion to their online continuing education account maintained within the board-approved online platform (i.e., CE Broker).
- b. Proof of completion documents shall include, at a minimum, the subject matter, the name of the licensee, the date the training occurred, the number of approved continuing education hours, the entity or instructor providing the training, and the location the training occurred.
- c. Documentation regarding pro bono charitable work shall include, at a minimum, the name of the licensee, the date and location the service was provided, the beginning and ending time the service was provided, the entity the service was provided on behalf of, and the name and phone number of a contact person that can verify the service was provided.

- d. A dentist enrolled full-time in a post graduate specialty training or residency program at a dental college accredited by the American Dental Association's Commission on Dental Accreditation, shall upload a letter from their specialty training or residency program indicating the start date and anticipated graduation date of their training. This document is required to renew their dental license with the Board.
- e. An applicant applying for a dental or dental hygiene license shall, at a minimum, provide documentation of completion of BLS and Infectious Disease Control training.
- f. It is the responsibility of the licensee to maintain continuing education records for a period of two (2) years in a manner prescribed by the Board.

#### 5. AUDIT PROCEDURES

- a. The Board shall conduct random audits of the continuing education documents uploaded by licensees into their online continuing education account. The scope of the random audit will be determined by the Executive Director.
- b. Any documented continuing education training that does not appear to be related to the practice of dentistry or fall within the established scope of practice for a licensee shall be reviewed by a designee of the Board prior to being accepted or denied as part of an audit.
- c. A licensee chosen for audit shall receive notification of the results of the audit.
- d. A licensee that does not successfully pass an audit shall be subject to the provisions of Alabama Administrative Code, r. 270-X-5-.09 "Non-disciplinary Administrative Penalties"

#### 6. GENERAL CRITERIA FOR APPROVED CONTINUING EDUCATION

- a. Continuing education credit shall be awarded at the rate of one (1) hour for every fifty (50) minutes of instruction.

- b. Continuing education for licensees should be related to the practice of dentistry or dental hygiene and fall within their established scope of practice.
- c. Training provided by national, state, district, or local dental or dental hygiene associations shall be recognized as approved training.
- d. Training provided by accredited dental or dental hygiene colleges or schools shall be recognized as approved training.
- e. A licensee that is the primary presenter or instructor of continuing education training may submit the training for continuing education credit that is eligible to be applied to their individual professional license or permit. The rate of two (2) hours of credit for each one (1) hour of instruction presented shall be awarded. Documentation of this instruction must show the licensee's name as the primary presenter or instructor, the topic, the length of the training, the location, and the date/time of the presentation.

#### 7. CRITERIA FOR SUBMITTING TRAINING FOR BOARD APPROVAL

- a. Courses that do not meet the criteria noted in 6(c, d) above may be submitted to the Board, or designee, for pre-approval. Once approved, the course shall be accepted by the Board when submitted by licensees towards their annual continuing education requirements. Courses should be submitted at least thirty (30) days in advance to ensure approval prior to presentation. Approved courses that will be continually available shall be reviewed for continued approval at a minimum of every two (2) years to ensure compliance with established criteria. The Board reserves the right to approve or deny course submissions. A designee of the Board may attend or audit any approved courses to ensure compliance with this rule.
- b. Courses submitted for approval shall have documentation of, at a minimum:
  - 1. Didactic/clinical subject matter;
  - 2. Type of presenter/student participation;
  - 3. Outlined course objectives;

4. Number of requested continuing education credit hours;
  5. Primary presenter/instructor's qualifications.
- c. Courses submitted for approval as meeting the ethical considerations requirement in Section 2 above should demonstrate the course includes substantial content addressing any combination of one or more of the following topics:
1. The American Dental Association (ADA) Principles of Ethics and Code of Professional Conduct (dentists and/or dental hygienists);
  2. The American Dental Hygienists Association (ADHA) Code of Ethics for Dental Hygienists (dental hygienists only);
  3. Abuse, neglect, or human trafficking;
  4. Sexual abuse, misconduct, and/or boundary violations;
  5. Informed consent;
  6. Billing and coding;
  7. Mandatory reporting obligations applicable to dentists and/or dental hygienists.
- d. Courses presented by the American Society for Dental Ethics or the American College of Dentistry, and any course that satisfies an ethics continuing education requirement of the licensee's professional liability insurance carrier, will also generally be accepted as satisfying the ethics requirement.

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**Statutory Authority:** Code of Ala. 1975, §§34-9-2, 34-9-15, 34-9-18, 34-9-43.

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