

1 Board of Dentistry

2

3 Adopted Rules Relating to Continuing Dental Education

4

5 Rules as Adopted

6 3100.4100 CONTINUING DENTAL EDUCATION.

7 Subpart 1. Evidence of attendance. Each licensee and  
8 registrant shall provide evidence on forms supplied by the  
9 board, that the person has attended or participated in CDE as  
10 required by parts 3100.4100 to 3100.4600.

11 Subp. 2. Minimum hours. The minimum number of hours of  
12 approved CDE for each five years shall be: for dentists, 75  
13 hours; for dental hygienists, 40 hours; and for registered  
14 dental assistants, 25 hours. Of these hours, dentists may earn  
15 no more than 15 hours, dental hygienists no more than eight  
16 hours, and registered dental assistants no more than five hours  
17 on nonclinical subjects relating to the dental profession.

18 Nonclinical subjects relating to the dental profession are  
19 those which cover skills related to dental services in general  
20 which are not directly related to, but are nevertheless  
21 supportive of, the provision of clinical services. Examples of  
22 nonclinical subjects relating to the dental profession are  
23 patient management, the legal and ethical responsibilities of  
24 the dental profession, and stress management.

25 Examples of subjects that are not considered to be related  
26 to the dental profession are estate planning, financial  
27 planning, marketing, investments, and personal health.

28 Subp. 3. [Unchanged.]

29 Subp. 4. Exemptions. A licensee or registrant who pays an  
30 annual license or registration renewal fee and meets any of the  
31 following conditions is exempt from complying with the CDE  
32 requirements if he or she files with the board an affidavit  
33 specifying the condition within which he or she falls:

34 A. resides permanently outside the state and does not  
35 practice within the state; or

36 B. is retired from practice and does not perform any

1 dental services on a volunteer or free basis; or

2 C. is permanently disabled and unable to practice  
3 dentistry.

4 Subp. 5. Expiration of exemption. A licensee or  
5 registrant claiming exemption under subpart 4 who subsequently  
6 decides to resume practice shall submit to the board, before  
7 resuming practice, a written notice of the intended change and  
8 evidence of having completed CDE requirements equivalent to what  
9 the requirements would have been without the exemption for the  
10 five years immediately preceding the date of receipt of the  
11 notice of the intent to resume practice. If the licensee or  
12 registrant has not complied with the CDE requirements, the  
13 licensee or registrant must comply with part 3100.1850, subpart  
14 2, if the licensee or registrant had been exempt from complying  
15 with CDE requirements for less than five years and with part  
16 3100.1850, subpart 3, if exempt more than five years. The  
17 licensee or registrant may not resume practice until notified by  
18 the board that the evidence submitted is acceptable. The  
19 licensee or registrant will be placed into the CDE cycle that he  
20 or she would have been in if the exemption was not claimed.

21 3100.4200 CDE SPONSORS.

22 Subpart 1. [Unchanged.]

23 Subp. 2. Application procedure. Persons or organizations  
24 intending to offer courses for CDE credit shall present a  
25 completed application on a form provided by the board. The form  
26 will request the submission of information which will enable the  
27 board to determine whether the applicant meets the standards for  
28 sponsor approval as specified in subpart 5. The board may  
29 require the submission of any other information it deems  
30 necessary to determine whether the applicant meets those  
31 standards. Each application for sponsor approval submitted to  
32 the board must include the application fee established in part  
33 3100.2000 before the application will be considered. The board  
34 may use as a consultant a committee, which may include nonboard  
35 members, to evaluate sponsor applications.

36 Subp. 3. [See repealer.]

1 Subp. 4. **Sponsor renewal.** When the board approves a  
2 sponsor, the approval will remain in effect for four years. In  
3 order to remain an approved sponsor, the sponsor must again  
4 submit an application and fee as provided for in subpart 2 and  
5 be approved before the expiration of the four-year period.

6 Subp. 5. **Approval standards.** The board will approve as a  
7 sponsor those applicants which meet the following standards:

8 A. The applicant is formally organized as a  
9 corporation (for profit or not for profit), partnership,  
10 accredited educational institution, or other formal association  
11 and has as one of its principal purposes the sponsoring of CDE  
12 courses.

13 B. The courses proposed by a sponsor must have  
14 significant intellectual or practical content which deal in the  
15 clinical and scientific aspect of dentistry and patient  
16 communication or in nonclinical subjects relating to the dental  
17 profession as specified in part 3100.4100, subpart 2.

18 C. [Unchanged.]

19 Subp. 6. **Proof of participation.** Each sponsor, at least  
20 once during each CDE course sponsored by it, shall announce to  
21 all participants that in order to receive CDE credit that they  
22 submit to the sponsor a card supplied by the board within two  
23 weeks of completion of the course. The sponsor shall submit all  
24 cards to the board within three weeks after completion of the  
25 course.

26 Subp. 7. [Unchanged.]

27 3100.4300 APPROVAL OF COURSES ATTENDED.

28 Subpart 1. and 2. [Unchanged.]

29 Subp. 3. **Course approval standards.** The board shall grant  
30 CDE credit for any course which meets the following standards.  
31 The course shall have significant intellectual or practical  
32 content dealing in the clinical and scientific aspect of  
33 dentistry and patient communication, or in nonclinical subjects  
34 related to the dental profession as specified in part 3100.4100,  
35 subpart 2.

36 Subp. 4. to 6. [Unchanged.]

1 3100.4400 ESTABLISHING CREDIT HOURS FOR COURSES.

2 For courses presented by sponsors approved pursuant to  
3 part 3100.4200, and for courses approved pursuant to part  
4 3100.4300, the board shall fix the number of hours of CDE credit  
5 based upon the following criteria:

6 A. Multiday convention-type meetings such as state or  
7 national dental conventions or their equivalent will be given  
8 three clock hours credit.

9 B. Scientific or educational meetings or courses or  
10 similar offerings will be credited on an hour-for-hour basis.

11 C. Home study with an accompanying examination will  
12 be awarded hourly credit if the examination is successfully  
13 completed based upon a determination by the board or sponsor of  
14 the reasonable amount of time necessary to cover the material  
15 and take the examination and not on the basis of the individual  
16 time taken to study or review the material.

17 D. Presentation of a course made on behalf of an  
18 approved sponsor will be credited on an hour-for-hour basis.

19 3100.4600 TIME LIMITS FOR NOTICE OF ATTENDANCE.

20 Within two weeks after completing a course given by a  
21 sponsor approved pursuant to part 3100.4200, the licensee or  
22 registrant shall fill out the form supplied by the board for  
23 reporting participation in CDE courses and submit it to the  
24 sponsor. If a course is taken from a sponsor not approved by  
25 the board under part 3100.4200, CDE credit for that course will  
26 not be granted unless the licensee or registrant applies for  
27 course approval under part 3100.4300 within two weeks after  
28 completion of the course. If a licensee or registrant fails to  
29 comply with the time limits specified, the board may refuse to  
30 grant CDE credit for the applicable course.

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32 REPEALER. Minnesota Rules, part 3100.4200, subpart 3, is  
33 repealed.