STATE OF IDAHO

BOARD OF DENTISTRY

AGENCY STRATEGIC PLAN

For Fiscal Years Ending June 30, 2010 through June 30, 2014

Submitted this First day of July, 2009

Signed: _____
Arthur R. Sacks, Executive Director
Idaho State Board of Dentistry

Signed: _____
Richard J. Teich, DDS, Chairman
Idaho State Board of Dentistry

MISSION STATEMENT

To assure the public health, safety and welfare in the state of Idaho by the licensure and regulation of dentists, dental hygienists, and dental assistants in accordance with and by enforcement of the provisions of the Idaho Dental Practices Act (Chapter 9, Title 54, Idaho Code) and the Administrative Rules of the Idaho Board of Dentistry (IDAPA 19.01.01 et seq.).

VISION STATEMENT

The Idaho Board of Dentistry's vision is to ensure the competency of dentists, dental specialists, dental hygienists, and dental assistants practicing in the state of Idaho by means of a fair and impartial examination and licensing process and to promote excellence in the delivery of oral health care services to the consumers of the state. The State Board of Dentistry participates and cooperates with professional organizations, national and regional examination organizations and educational institutions in furtherance of its vision, with the primary perspective always being the health, safety and welfare of members of the public.

BOARD OF DENTISTRY OVERVIEW AND STATUTORY FUNCTIONS

The Board of Dentistry is mandated and authorized by the Idaho Dental Practice Act (and the administrative rules promulgated thereunder) to assure the health, safety and welfare of the citizens of Idaho through the licensure and regulation of qualified dentists and dental hygienists. The Board of Dentistry is also authorized to certify dental assistants who are competent in specified expanded function duties. The Board of Dentistry was established in the Department of Self-Governing Agencies and consists of eight (8) members - five (5) dentist members, two (2) dental hygienist members and one (1) consumer member, all of whom are appointed by the Governor. Each Board of Dentistry member serves a term of five (5) years. Each dentist member serves for a one (1) year period as the chairman of the Board of Dentistry. The Board of Dentistry meets on a quarterly basis, but has conducted additional in-person or telephone conference meetings as necessitated by the circumstances. The Board of Dentistry is a dedicated fund agency whose funding is primarily derived from the collection of application and licensing fees. The Board of Dentistry receives no general fund monies for its operation. The Board of Dentistry's spending authority is controlled by legislative appropriation. The Board of Dentistry's office is located in Boise, Idaho, and its staff (3.0 FTP's) consists of an executive director, an administrative assistant and an office specialist. The principal statutory functions of the Board of Dentistry include the following:

- Conducting an application process for licensure of qualified dentists and dental hygienists, whether by examination or credentials [Idaho Code §§ 54-912(1), (2) and (3), 54-915, 54-916, 54-916A, 54-916B, 54-917 and 54-918];

- Conducting a biennial license renewal process for dentists and dental hygienists that includes the mandatory reporting of continuing education as well as the reporting of adverse actions against the licensee[Idaho Code §§ 54-920];
- Regulating the standards and scope of practice for dentists, dental hygienists and dental assistants by statutory enactment in the Idaho Dental Practice Act and through the administrative rules promulgated thereunder [Idaho Code §§ 54-901, 54-902, 54-904, 54-912(4)];
- Conducting an anesthesia permit process for dentists seeking to administer patient sedation to the level of conscious sedation, deep sedation or general anesthesia to patients [Idaho Code § 54-912(4);
- Enforcing the professional standards applicable to dentists and dental hygienists by means of conducting investigations and due process hearings to impose discipline against licensees if deemed warranted [Idaho Code §§ 54-912(6) and (7), 54-923, 54-924 and 54-925]; and
- Conducting inspections of dental offices in Idaho to assure compliance with infection control and emergency preparedness standards [Idaho Code §§ 54-912(5)].

ISSUES/CHALLENGES

- To maintain an efficient and thorough application and licensing process that is designed to objectively determine each applicant's qualifications for licensure by means of assuring that each applicant is required to completely and comprehensively report mandatory application information and that verification of information reported is obtained from educational institutions, state licensing boards, testing organizations and other applicable entities.

- To assure that national and regional examinations, both didactic and clinical, accepted for licensure purposes shall adequately test an applicant's skills, fitness and ability to safely and competently practice dentistry or dental hygiene in Idaho.

- To assure that the jurisprudence examinations administered by the Board of Dentistry in connection with the licensure process shall adequately test an applicant's knowledge and understanding of the standards contained in the Idaho Dental Practice Act and the administrative rules promulgated thereunder.

- To periodically renew dental and dental hygiene licenses in a timely and efficient manner and, in so doing, assure that licensed dental health care professionals obtain and report the requisite amount of appropriate continuing education in furtherance of their continued professional development.

- To assure that the Idaho Dental Practice Act and the related administrative rules are periodically reviewed and revised/amended to reflect necessary and appropriate changes to licensing and regulatory standards for dental professionals consistent with the protection of the public health, safety and welfare.

- To timely and properly investigate and review complaints received from members of the public and other persons regarding dental health care professionals and, if warranted, undertake appropriate corrective or enforcement action.

- To assure that complaints alleging the unlawful practice of dentistry or dental hygiene are promptly investigated and, when deemed meritorious, referred to law enforcement for criminal prosecution or enjoined by means of a civil proceeding.

- To assure that dental offices located in the state of Idaho are periodically evaluated for appropriate emergency supplies and infection and sterilization controls.

- To assure acceptable and continuing competencies of dental licensees who administer anesthesia to members of the public through an evaluation and permit system.

- To assure the credibility of representations made to members of the public through the establishment and regulation of advertising standards for dentists and dental hygienists.

- To facilitate public assess to applicable information regarding persons licensed by the Board of Dentistry through responding to public inquiries, disclosure of requested public records and by means of the availability of a licensee search function on its website.

- To assure the competency and professionalism of consultants, investigators, evaluators, legal counsel and other professionals who provide services to the Board of Dentistry.

GOALS

- As deemed appropriate, to review and revise the type and scope of licenses issued to dentists and dental hygienists to reflect changing educational, testing and practice standards.

- As deemed appropriate, to review and revise the permissible scope of practice for dental assistants and review and consider the practicability and necessity of certifying, registering and/or licensing all dental assistants in the state.

- To evaluate and, if necessary, revise the applicable standards for applicants seeking licensure as dentists or dental hygienists to assure the competency of any person licensed by the Board of Dentistry.

- To develop, refine and maintain an application process and evaluation protocol for anesthesia permit holders in order to assure that requisite competency and safety standards are satisfied.

- To further develop and refine training and investigation protocol for complaint investigators in order to assure thorough and competent investigations and investigatory reports.

- To participate in the on-going development and revision of a comprehensive dental assisting curriculum for educational programs in Idaho.

- To participate with other interested organizations and entities, such as the Idaho Oral Health Alliance, the Idaho State Dental Association and the Idaho Dental Hygienists' Association, in discussing matters germane to the practice of dental professionals in Idaho.

- To assure that consumers in Idaho continue to have access to current and accurate information concerning dentists in accordance with and to the extent of the Idaho Patient Freedom of Information Act.

- To review and evaluate available office equipment and computer software in order to assure that the Idaho Board of Dentistry employs state of the art technologies that will efficiently serve to accomplish its statutory and regulatory mandates and its objectives.

- To provide appropriate training to Board of Dentistry staff to assure competent performance of their respective job responsibilities and compensate staff in an equitable and competitive manner.

PRIMARY CONTINUING ADMINISTRATIVE OBJECTIVES

1. In accordance with the Idaho Dental Practice Act and the Administrative Rules of the Idaho Board of Dentistry, to refine and revise all applications for licensure (whether by examination or credentials) to include thorough explanatory materials for applicants and to require more detailed reporting obligations regarding each applicant's fitness and qualifications.

2. To determine the qualifications and fitness of applicants seeking licensure in Idaho in an objective and expeditious manner.

3. To license qualified dentists, dental specialists and dental hygienists and renew the licenses of those licensees who satisfy the applicable requirements.

4. To certify those dental assistants qualified in the specific expanded function areas identified in the Board of Dentistry's administrative rules.

5. To investigate all meritorious complaints coming within the jurisdiction of the Board of Dentistry and facilitate a thorough review of each such complaint by the members of the Board of Dentistry in an objective and uniformly enforced manner.

6. To inform all Idaho dental professionals of Board of Dentistry policies, pending statutory/regulatory changes or any other matters that may affect their practices and professions.

7. To effectuate the Board of Dentistry's direct participation and/or representation in local, regional and/or national meetings or forums to become informed and comment upon relevant matters regarding the licensure and regulation of dental professionals and public safety.

8. To process anesthesia permit applications and coordinate the review of anesthesia permit applicants and their offices for compliance with requisite standards, and to conduct appropriate evaluations in connection with the renewal of anesthesia permits.

9. To randomly review dental offices to ensure compliance with applicable emergency, safety and infection control standards.

10. To require continuing education for all dental professionals and ensure compliance with continuing education requirements in conjunction with the renewal of licenses.

11. To assure that the Board of Dentistry obtains investigatory, evaluative and consulting services from competent persons.

12. To maintain a diversion program for impaired dental professionals and assist such program on matters of mutual interest.

13. To undertake all reasonable actions and precautions to assure the utmost security regarding the property and information maintained by the Idaho Board of Dentistry.

KEY OBJECTIVES

1. To review and determine the potential of increasing efficiencies in dental offices and promoting access to dental health care services by means of changes in the Idaho Dental Practice Act and the Board of Dentistry's administrative rules regarding the regulation of dental assistants.

Action/Strategies:

- Review dental assisting standards in other states and meet with interested parties and testing entities to discuss the feasibility of changes to the current standards regarding the practice of dental assistants in Idaho.

- Conduct on-going review of current permissible scope of practice for dental assistants in Idaho and consider possible changes to scope of permissible functions and required levels of supervision.

- Review and discuss Dental Assisting Curriculum with the Division of Professional and Technical Education and other interested parties in order to assure that the Dental Assisting Curriculum contains the necessary educational components to assure competency in all the permissible duties of a dental assistant practicing in Idaho and to assure that the dental assisting curriculum is being effectively and properly delivered.

- Review and consider the further regulation of dental assistants by means of a licensure, registration, or certification requirement.

- Provide statutory and regulatory proposals to Governor's office and Legislative Service's Office for review and approval.

- Seek enactment of applicable legislation and promulgate necessary administrative rules regarding revisions to dental assisting standards.

2. To recruit consultants/investigators for State Board of Dentistry, obtain appropriate training for consultants/investigators and develop a comprehensive impartial investigative protocol.

Action/Strategies:

- Solicit new consultants/investigators through contacts with the Idaho State Dental Association and the Idaho Board of Dentistry's newsletter.

- Select competent consultants/investigators and provide training by means of attendance at the CLEAR or other appropriate programs or through training from experienced consultants/investigators and Board of Dentistry's legal counsel.

- Conduct on-going meetings with consultants/investigators to prepare and revise protocol regarding the conduct of complaint investigations, practice assessments, random office reviews and anesthesia permit evaluations.

- Review procedures and performance of investigators/consultants at periodic Board of Dentistry meetings and implement any identified changes.

3. To conduct an on-going review of the Dental Assisting Curriculum prepared by the Division of Professional and Technical Education and make recommendations regarding educational requirements for both the fundamentals and expanded functions dental assisting courses.

Action/Strategies:

- Review and discuss Dental Assisting Curriculum with the Division of Professional and Technical Education and other interested parties in order to assist in the preparation of a curriculum that will contain necessary educational components for both a fundamentals dental assisting course and an expanded functions course.

- Meet and discuss Dental Assisting Curriculum with Division of Professional and Technical Education, educators and other interested parties to identify necessary revisions to the curriculum.

- Review revised Dental Assisting Curriculum by full membership of the Board of Dentistry for suitability.

- Monitor need for revisions to the Dental Assisting Curriculum on an on-going basis and review status of the Dental Assisting Curriculum in the context of any changes made to the practice of dental assisting in Idaho.

- Monitor, on a periodic basis, certifications of proprietary program compliance with Board rules and registration with the Division of Professional-Technical Education.

4. To conduct a comprehensive review of the practice of dental assisting in Idaho to determine the necessity of a certification or registration process to be conducted by the Board of Dentistry.

Action/Strategies

- Meet and discuss dental assistant scope of practice and training standards with the Idaho State Dental Association, the Idaho Dental Hygienists' Association and other interested parties to identify necessary changes.

- Determine resources necessary to conduct a registration or certification process.

- Review testing and certification options available through the Dental Assisting National Board.

- Review dental assisting regulatory issues in other states.

- Sponsor any necessary legislation and seek enactment during applicable legislative session and promulgate necessary administrative rules.

5. To conduct an on-going review of the use of sedation and general anesthesia by dentists regarding policies and protocols, educational requirements, and office evaluation criteria.

Action/Strategies

- Review and discuss standards established by the American Dental Association to identify necessary revisions to the Board of Dentistry's administrative rules.

- Conduct on-going reviews of the evaluation standards to prepare and revise protocol regarding the conduct of office anesthesia permit evaluations.

- To conduct appropriate evaluations in connection with the application or renewal application of anesthesia permits.

6. To facilitate the renewal of professional licenses and receipt of applications by means of the Internet.

Action/Strategies

- Meet with representatives from Access Idaho to determine feasibility of receiving applications and renewing professional licenses by means of the internet.
- Review of Access Idaho application and license renewal proposals by the full membership of the Board of Dentistry.
- Provide licensees with on-line license renewal option in connection with biennial renewal requirement.
- Determine efficacy of an application system conducted by means of the internet.
- Develop and implement an application system conducted by means of the internet.

7. To facilitate a closer working relationship with the Idaho Department of Insurance in connection with patient and dentist complaints regarding dental insurance carriers.

Action/Strategies

- Maintain continued communications with the Department of Insurance's Bureau of Consumer Affairs in order to obtain a better understanding of its jurisdiction and procedures.
- Advise the Department of Insurance as to complaints received regarding dental insurers and assist in any investigation to the extent practicable.
- Provide assistance to the Department of Insurance to the extent possible regarding any technical dental issues that arise in connection with complaints.

8. To conduct a comprehensive review of the requirements to practice as a dental specialist to determine if the licensing and regulatory standards are consistent with the protection of the public health, safety and welfare.

- Conduct a comprehensive review of educational standards as established by the American Dental Association's Commission on Dental Accreditation.
- Review specialty licensing standards in other states and meet with interested parties to determine the necessity of changes to the current standards regarding the licensing of specialists in Idaho