

Part I – Agency Profile

Agency Overview

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, dental therapists and dental hygienists. The standards applicable to the licensure and regulation of dentists, dental therapists and dental hygienists are set forth in the Idaho Dental Practice Act (Chapter 9, Title 54, Idaho Code) and the Administrative Rules of the Idaho State Board of Dentistry (IDAPA 24.31.01). The Board of Dentistry was established in the Department of Self-Governing Agencies and the Board consists of eight members—five dentist members, two dental hygienist members, and a consumer member, all of whom are appointed by the Governor. Each Board of Dentistry member serves a term of five years. One of the dentist members serves as the chairman of the Board of Dentistry. The Board of Dentistry meets on a quarterly basis but on occasion has conducted additional in-person or telephone conference meetings as needed. Meetings of the Board of Dentistry are conducted in accordance with the Idaho Open Meeting Act. The Board of Dentistry is a dedicated fund agency with funding primarily derived from the collection of application and licensing fees. The Board of Dentistry receives no general fund monies. 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 (3.6 FTEs) consists of an executive director, an administrative assistant, and two office specialists.

Core Functions/Idaho Code

The principal functions of the Board of Dentistry include the following: conducting an application process for licensure of qualified dentists, dental therapists 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 license renewal process for dentists, dental therapists and dental hygienists that includes the mandatory reporting of continuing education [Idaho Code § 54-920]; regulating the standards and scope of practice for dentists, dental therapists, 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 moderate sedation, deep sedation and general anesthesia to patients [Idaho Code § 54-912(4)]; enforcing the professional standards applicable to dentists, dental therapists 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)].

Principal Activities of the Board of Dentistry

Examination Function:

All applicants for licensure in Idaho must be graduates of dental, dental therapy, or dental hygiene programs accredited by the American Dental Association's Commission on Dental Accreditation. The Idaho Dental Practice Act requires, among other matters, that applicants for licensure as a dentist, dental therapist or dental hygienist successfully pass the National Board written examination administered by the Joint Commission on National Dental Examinations; a clinical examination including components as required by the Board; the jurisprudence examination administered by the Board of Dentistry; and any additional examinations required for specialty licensure or otherwise necessary to assess a person's skill level. All members of the Board of Dentistry, with the exception of the consumer member, participate as examiners in the clinical examinations conducted by the Western Regional Examining Board. The Western Regional Examining Board conducts approximately 30 dental examinations and 45 dental hygiene examinations each year at selected dental and dental hygiene schools.

Licensure/Permit Function:

The Board of Dentistry licenses dentists, dental therapists, and dental hygienists upon the basis of examination [applicants who have successfully passed the required clinical examination within the five-year period immediately prior to the date of application] or credentials (dentists, dental therapists, or dental hygienists practicing under an unrestricted active license in another state). The applicable standards for licensure as a dentist, dental therapist, or

dental hygienist are set forth in the Idaho Dental Practice Act and the Idaho State Board of Dentistry's Administrative Rules. All licenses issued by the Board of Dentistry are renewed on a biennial basis with dental hygienist licenses being renewed on April 1 of each odd-numbered year and dental and dental therapy licenses being renewed on October 1 of each even-numbered year. Dentists, dental therapists, and dental hygienists holding a license with active status are required to report a specified amount of continuing education credits in order to renew their licenses.

The Board of Dentistry also issues dental, dental therapy, and dental hygienist licenses with inactive, provisional, special, and retirement status. A license with inactive or retirement status does not authorize or entitle the holder to practice dentistry, dental therapy, or dental hygiene in Idaho. A license with provisional or special status allows the holder to practice dentistry, dental therapy or dental hygiene in Idaho subject to the conditions or restrictions attached to the license. The Board of Dentistry is also authorized to issue a volunteer's license to qualified retired dentists, dental therapists and dental hygienists who desire to practice in public or charitable settings on a volunteer basis. The Board of Dentistry is also authorized to issue an extended access dental hygiene license endorsement to qualified dental hygienists who desire to practice dental hygiene in public or charitable settings under the general supervision of a dentist.

Dentists and dental specialists seeking authorization to administer sedation to the level of moderate sedation or general anesthesia/deep sedation may apply to the Board of Dentistry for a sedation permit. The sedation permit process requires evaluation of the applicant's office equipment/medications and emergency preparedness. Sedation permits are valid for a period of five years at which time further evaluation is required prior to renewal of the permit.

Enforcement Function:

The Board of Dentistry receives complaints against licensees primarily from patients and occasionally from other practitioners and governmental entities. In addition, the Board of Dentistry can process complaints against licensees on its own initiative. Complaints received are initially screened in order to determine whether a violation of the Dental Practice Act or the administrative rules has been alleged and whether there has been an attempt to resolve the complaint with the licensee. Following receipt by the Board of Dentistry of a written complaint, the licensee is contacted and requested to provide a written response and copies of the applicable patient dental records. Following receipt of the licensee's written response, the complaint may be assigned to a Board of Dentistry consultant/investigator for additional fact-finding and review. The Board of Dentistry members review complaints at their quarterly meetings. Upon review by the members of the Board of Dentistry, a determination is made as to whether a violation of the Idaho Dental Practice Act or the administrative rules may have occurred and, if so, what additional action, whether disciplinary or otherwise, is appropriate in the case. Certain violations may be resolved in an informal manner without the initiation of disciplinary action against the licensee. If disciplinary action is required, the Board of Dentistry will cause an administrative complaint to be prepared and served upon the licensee. If the administrative complaint is not resolved by a consent agreement, the matter will be taken to administrative hearing for adjudication.

Office Inspection Function:

In accordance with statutory authority, the Board of Dentistry conducts a number of office inspections each year. The offices to be reviewed are selected on a random basis in various geographic locations throughout the state. The inspections are conducted by Board of Dentistry staff. The primary focus of these inspections is to review infection control and sterilization practices and medical emergency preparedness. The Board of Dentistry typically conducts approximately 50 inspections during each fiscal year. The number of office inspections may vary depending on available resources.

Revenue and Expenditures

Revenue	FY 2017	FY 2018	FY 2019	FY 2020
State Regulatory Fund	880,971	104,734	920,833	117,963
Total	\$880,971	\$104,734	\$920,833	\$117,963
Expenditures	FY 2017	FY 2018	FY 2019	FY 2020
Personnel Costs	\$262,450	\$270,015	\$274,956	\$280,500
Operating Expenditures	\$236,032	\$232,905	\$220,406	\$287,900
Capital Outlay	\$6,561	\$5,319	\$0	\$0
Total	\$505,043	\$508,239	\$495,362	\$568,400

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
Initial Licenses Issued:				
Dentists	93	97	124	113
Dental Hygienists	140	130	144	156
Total	233	227	268	269
Professional Licenses Renewed:				
Dentists	1,433	Biennial Cycle	1,413	Biennial Cycle
Dental Hygienists	1,884		1,918	
Total	3,317		3,400	
Sedation Permits:				
New Permits	18	18	16	17
Permits Renewed	228	228	225	213
Evaluations Conducted	38	27	58	43
Dental Offices Inspected:	66	71	41	51
Complaints Received:	35	111	36	39
Complaints Investigated/Reviewed by Board of Dentistry	28	47	13	21
Board Orders	4	7	1	3
Non-disciplinary Actions	8	12	1	3
Administrative Hearings Conducted:	2	3	3	1

Licensing Freedom Act

Agencies who participate in licensure must report on the number of applicants denied licensure or license renewal and the number of disciplinary actions taken against license holders.

	FY 2017	FY 2018	FY 2019	FY 2020
DENTAL HYGIENIST				
Total Number of Licenses	1,884	2,033	1,987	2,169
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	2	1
Number of Final Disciplinary Actions Against Licensees	1	0	0	0
DENTIST				
Total Number of Licenses	1,433	1,580	1,413	1,618
Number of New Applicants Denied Licensure	0	1	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	35	111	34	26
Number of Final Disciplinary Actions Against Licensees	4	7	1	4

Red Tape Reduction Act

Each agency shall incorporate into its strategic plan a summary of how it will implement the Red Tape Reduction Act, including any associated goals, objectives, tasks, or performance targets. This information may be included as an addendum.

	As of July 1, 2019	As of July 1, 2020
Number of Chapters	1	1
Number of Words	9,324	7930
Number of Restrictions	163	108

Part II – Performance Measures

Performance Measure		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
To process anesthesia permit applications and coordinate the review of sedation permit applicants and their offices for compliance with requisite standards, and to conduct appropriate evaluations in connection with the renewal of sedation permits.						
1. Annually convene a meeting of the anesthesia committee.	completed	completed	completed	completed	Cancelled due to COVID	----
	<i>Annual</i>	<i>Annual</i>	<i>Annual</i>	<i>Annual</i>	<i>Annual</i>	<i>Annual</i>
2. To refine and maintain an evaluation protocols for sedation permit holders in order to assure that requisite competency and safe standards are satisfied.	completed	completed	completed	completed	completed	----
	<i>Annual</i>	<i>Annual</i>	<i>Annual</i>	<i>Annual</i>	<i>Annual</i>	<i>Annual</i>

For More Information Contact

Susan Miller
 Board of Dentistry
 350 N. 9th St., Suite M100
 PO Box 83720
 Boise, ID 83720-0021
 Phone: (208) 334-2369
 E-mail: susan.miller@isbd.idaho.gov