



**m** MINNESOTA  
BOARD OF DENTISTRY

## Summer 2021 Newsletter

### Executive Director's Message

Happy Summer! I hope you have been enjoying the wonderful summer activities in Minnesota. I always love swimming and kayaking this time of year. The Board has been very busy throughout the first half of the year! The second half of this year promises to be just as demanding. The Board is relocating to St. Paul this summer. This big change comes after spending more than 20 years at our current location in Minneapolis. The Board of Dentistry, and most of the other Health Licensing Boards, will relocate to the new building. The building is still under construction, but we can't wait for our big day.

Board staff spent over a year teleworking and hybrid working. I am very proud of my team for providing uninterrupted services to the public and to licensees. As peak licensing time tapers off, we issued 151 new dental licenses, 121 new dental hygiene licenses, 153 new dental assisting licenses, and eight new dental therapy licenses. We continue to issue emeritus active and emeritus inactive statuses for retired practitioners and practitioners no longer working in Minnesota. We currently have updated 223 licenses to emeritus status.

We will hold more committee meetings this Fall. The Policy Committee and Allied Dental Education Committee will meet this August. We will propose more rule changes during the next rulemaking project. Future proposed rules will include local anesthesia for dental assistants and clarifications related to administering pediatric sedation. You can find more details about our current rulemaking project in this newsletter.

We will propose a bill next legislative session cleaning up some statutory areas and adding a process for licensure by credential for dental therapy. We will discuss revisions to statutory language for restorative functions at an upcoming committee meeting and may add small revisions to the bill for next year as well. We will present draft language at the full Board meeting in the fall for discussion.

As we collaborate with DANB to evaluate our current dental assisting state licensure examination, we hope to come to a resolution for this exam in the future. We recorded a review of this exam, which is available to anyone that needs it.

**We will continue to send any dentistry-related COVID-19 updates to licensees and will post them on our website. Updates may include changes to state or federal guidelines that impact dentistry. Wearing a mask in healthcare facilities is still required by both the CDC and the MDH.**

As always, please reach out to me at [bridgett.anderson@state.mn.us](mailto:bridgett.anderson@state.mn.us) with any questions or comments.

In the Service of Health,  
Bridgett Anderson LDA, MBA  
Executive Director



## Upcoming Board Rule Changes

The rules have not been adopted yet, but the Board will issue another notice when they have been adopted. Still, we wanted to alert applicants and licensees to the upcoming changes. The exact language will be available when the rules are published and the revisor has completed any editing needed to align with style, cross-referencing, and preferred language. The Minnesota Board of Dentistry is in the process of rulemaking for the following:

### ***Dental assistant with a limited radiology registration***

The proposed rules will amend the previous language and opens the opportunity for individuals interested in this limited registration. The previous language required individuals to have an educational level that is equivalent to or greater than a dental assistant and be qualified in another health profession. The new language removes these requirements and would allow an individual to take a course in dental radiography and complete the DANB radiology exam to be eligible for registration.

### ***Application for licensure by credentials***

The proposed rules will reduce barriers in the license by credential process. They will eliminate the need for an interview with the committee and align the process more with licensure by examination requirements.

### ***Nitrous oxide***

A dentist licensed by the Board is allowed to administer nitrous oxide inhalation analgesia. There will be no separate application required. A dental therapist who graduated from a board-approved dental therapy program in Minnesota after August 1, 2013, may administer nitrous oxide inhalation analgesia without completing any further requirements.

### ***Practice and equipment requirements for moderate sedation certificate holders***

The proposed rules add:

“A dentist shall be prepared and competent to diagnose, resolve, and reasonably prevent any reaction or medical emergency that may develop any time after the administration of general anesthesia, deep sedation, or moderate sedation. A dentist shall apply the current standard of care to continuously monitor and evaluate a patient's blood pressure, pulse, respiratory function, and cardiac activity. The current standard of care to assess respiratory function requires the monitoring of tissue oxygenation or the use of a superior method of monitoring respiratory function.”

### ***Professional development requirements***

The proposed rules clarify that college course credit is limited to five hours for each college course completed within a cycle, with a maximum of 15 college credit hours per cycle. Core subject areas will no longer exist in the rule. The categories are allowed in the fundamental category and licensees need to complete at least two courses in their biennial cycle. HIPAA is added as another example of an acceptable fundamental course. Self-assessments will no longer be required for continuing education.



### ***Conduct unbecoming a licensee***

The proposed rules add language and clarify conduct unbecoming a licensee. Additions include inappropriate sexual remarks or advances toward a patient or colleague; failing to correctly bill in relation to unnecessary services, services not rendered, or inaccurate documentation of services; failure to communicate an accurate treatment plan and financial information; accepting or offering rebates, split fees, or commissions for services rendered to a patient from or to any person other than a partner, employee, employer, associate in a dental professional firm, or a professional subcontractor or consultant authorized to practice in dentistry.

### ***Consideration for patient referrals***

The proposed rules clarify the current language and states:

“A dentist shall not offer, give, receive, or agree to receive any fee or other compensation to or from a third party for the referral of a patient for dental services. Nothing contained in this part shall prohibit a dentist from providing a gift to a patient, or from providing a credit for dental services to a patient.”

### ***Advertising dental specialty practice***

The proposed rule adds three new specialty areas: dental anesthesiology, oral medicine, and orofacial pain. This allows specialists to advertise in these areas, along with the current specialty areas that are in rule.

### ***Duties of unlicensed dental assistants***

The proposed rule provides clarification on duties that can be performed by an unlicensed dental assistant and adds dental therapists to the rule section. Dental therapists can also work with unlicensed assistants performing limited duties, as prescribed by rule.

### ***Licensed dental assistant duties***

The proposed rule clarifies duties and aligns them with language used in dental hygiene duties, such as delivery of custom trays. It also clarifies what **additional** training is needed, if any, for delegated procedures. The section is referred to as “Procedures requiring more coursework or in-office training and procedures prohibited”. Unless the delegated procedure within this part specifically indicates a requirement to complete additional coursework to perform this procedure, all remaining delegated procedures listed are within the scope of practice for a licensed dental assistant and may require some in-office training by the supervising dentist. In addition, licensed dental assistants may not perform any dental treatment or procedure on patients not otherwise authorized by this chapter.

### ***Records***

The proposed rule clarifies the subsections regarding record retention, electronic recordkeeping, and the amendment of records.

**Retention of records.** For an adult patient with an active file, the dentist must maintain the patient’s entire dental record. For an adult patient with an inactive file, the dentist must maintain the patient’s dental records for at least seven years beyond the patient’s last date of treatment by the dentist. For a minor patient with an active file, the dentist must maintain the patient’s entire dental record. For a minor patient with an inactive file, the dentist must maintain the patient’s dental records until the patient is 25 years old.

**Electronic record keeping.** When electronic records are kept, a dentist must use an unalterable electronic record.

**Amendment of records.** Providers that make any amendments to the record must be identified. If incorrect information is placed in a written record, it must be amended by crossing it out with one single line and initialed. In an electronic health record, an amendment to the record must be electronically time and date stamped.

## **DHS Opioid Prescribing Reports**



### **2020 DHS opioid prescribing reports are coming:**

DHS mailed more than 15,000 opioid prescribing reports to Minnesota Medicaid and MinnesotaCare providers in April 2021. Providers who prescribe to outpatient Medicaid enrollees at any time during 2020 should receive a report. **All providers who receive a 2020 DHS prescribing report are exempt from the new [legislation](#) requiring providers to complete two hours of continuing education.**

DHS previously issued individual reports reflecting 2018 and 2019 prescribing data. The 2020 reports are notable because they identified roughly 300 healthcare providers whose opioid prescribing rates exceeded certain quality thresholds. These providers may be required to participate in a quality improvement (QI) project with DHS. The cover letters accompanying the prescribing reports offer providers specific instructions on how to proceed.

Questions and feedback regarding the reports and quality improvement program can be submitted [here](#).

## Common Licensing Questions from Licensees and Applicants

- Applicants should start the pre-application as soon as possible to expediate the background check process. Applicants can pre-apply even before graduation. Keep in mind that the background check expires one year after we receive it at our office. This means that the application for licensure should be on file within that timeframe. The background check is required by law for all licensees and can take up to six weeks to get back. Check out our [licensing tutorials](#) for more information.
- The CPR extension will be allowed until December 31, 2021.



## Renewal Tips to Maintain Continuous Licensure

**Minnesota Rules 3100.1700 TERMS AND RENEWAL OF LICENSE OR PERMIT; GENERAL** requires the Board of Dentistry to terminate licensees for nonpayment of license renewal fees. It is the licensee's responsibility to know when it is time to renew their license. If a licensee terminates their license and wishes to practice in Minnesota after that, they must go through a reinstatement process to regain their license. The reinstatement process includes an application fee and a review of professional development requirements. In some cases, it also requires a criminal background check and examinations. Requirements for reinstatement are available on the Board's [website](#).

Here are renewal tips the Board encourages dental offices to share with employees:

- Many dental offices assign someone to review all renewal certificates at the beginning of the month to check for expiring licenses.
- New licensees receive an email with notification of their renewal cycle and professional development cycle. Please remind new licensees the initial renewal cycle is different from subsequent cycles dependent on the time of year they were licensed and their birth month. After the first renewal, the cycle ends every two years on the last day of the licensee's birth month.
- Put a recurring calendar reminder on your phone notifying you to renew on the Board of Dentistry's website.
- Provide an email address that is frequently checked and make sure messages from the Board are not going into a spam or junk folders. The Board emails courtesy renewal reminders to the email we have on record.
- Licensees are required to update contact information such as email addresses, mailing addresses, and phone numbers through the Board's website. Make sure your voicemail is never full, so it is always accepting important messages.
- A license verification tool is available on the main page of the Board of Dentistry website. Licensee expiration dates are listed in license verifications. After renewing your license, you can verify your license to confirm that the expiration date is two years out.



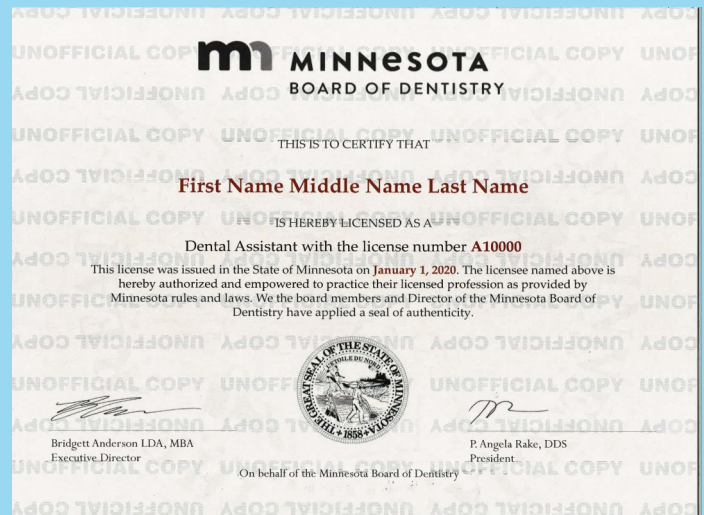
## Renewal Tips to Maintain Continuous Licensure (cont)

- Licenses will always expire on the last day of the licensee's birth month. After that, there is a sixty-day grace period. During the grace period the license is considered expired, but the licensee can still practice. After the grace period has ended, the license will be terminated.

## Reminders Regarding Wall Licenses and Renewal Certificates

Effective January 2020, the Board of Dentistry required only the current renewal certificate to be displayed at practice locations. The current certificate must be displayed where patients can easily view it. A new certificate is issued each time a licensee renews, and a duplicate request form is available on the Board's [website](#).

**The Board no longer issues large white wall licenses for new licensees and they are no longer required to be displayed. If a licensee would like to purchase a wall license, please be aware that the new style is printed on grey 8.5 X 11 inch stock paper and does not look like the previous larger white version.**



## The Board of Dentistry's New Address

Next month, the Board's new mailing address will be:

**335 Randolph Avenue, Suite 250  
St. Paul, MN 55102**

The Board will not occupy the space right away and the transition to full occupancy will be a gradual process. Walk-ins will not be allowed until after we have settled into our new building. We will update licensees and applicants at that time. **We continue to encourage postal mailing or emailing materials to the Board or to specific staff members.**



## Disciplinary Actions

January 2021 – July 2021

Licensee	Date of action	License number	Type of disciplinary action
<a href="#">Bolz, Jeffrey</a>	07-09-2021	D9203	Voluntary Surrender
<a href="#">Laing (Parker), Leah</a>	07-12-2021	A11645	Findings of Fact, Conclusions of Law and Final Order Suspension
<a href="#">Nadeau, Katherine</a>	07-09-2021	A10489	Conditional
<a href="#">Sorensen, Elena</a>	07-09-2021	A16206	Stayed Suspension & Conditional
<a href="#">Thoennes, Michael</a>	07-09-2021	D8971	Removal of endodontic limitation
<a href="#">Mankowski, Nichelle</a>	05-12-2021	A13888, H10109	Unconditional
<a href="#">Halvorson, Ashley</a>	05-11-2021	H7796	Stayed Suspension & Conditional
<a href="#">Vold, William H.</a>	05-11-2021	D9953	Voluntary Surrender
<a href="#">Bashaw, Thomas</a>	04-23-2021	D9824	Unconditional
<a href="#">Boock, Samantha</a>	04-09-2021	A15919	Unconditional
<a href="#">Sari, Tracy Ann</a>	04-09-2021	A11821	Unconditional
<a href="#">Jablonski, Melissa</a>	04-07-2021	A8521	Unconditional
<a href="#">Vold, William</a>	03-09-2021	D9953	Stayed Suspension & Conditional
<a href="#">Thurnau, Peter J.</a>	03-09-2021	D11586	Amended Stayed Suspension, Conditional
<a href="#">Lee, Xieng</a>	03-09-2021	D13025	Unconditional
<a href="#">Hoffmann, William</a>	02-23-2021	D9698	Unconditional
<a href="#">Boock, Samantha</a>	02-09-2021	A15919	Reprimand & Conditional
<a href="#">Bolz, Jeffrey</a>	02-09-2021	D9203	Stayed Suspension & Conditional
<a href="#">Chandler, Katy M.</a>	01-14-2021	H6959	Unconditional

## Agreements for Corrective Action

January 1, 2021 – July 15, 2021

Profession	Violation(s)	Remedies
Dentist 01.14.21	Inadequate Infection Control	OSHA, infection control, medical emergency course work, infection control inspection
Dentist 01.19.21	Substandard Periodontal Treatment	Periodontal course and report
Dentist 01.20.21	Inadequate Infection Control, Substandard Recordkeeping	Infection control and recordkeeping course, submit reports and Infection control and recordkeeping inspections
Dental Hygienist 02.05.21	Unprofessional Conduct	Professional boundaries course, community service
Dentist 02.10.21	Inadequate Infection Control	Hire infection control consultant, infection control course, infection control inspection
Dentist 02.23.21	Improper Prescribing, Substandard Recordkeeping	Prescribing course, recordkeeping course
Dentist 04.13.21	Substandard Prosthodontic Treatment, Improper Prescribing	Monitoring of practice, coursework in inter-professional communication, pharmacology/ prescribing, medically compromised patients, recordkeeping
Dental Assistant 05.10.21	Practicing Without Current License	Jurisprudence examination
Dentist 06.16.21	Unprofessional Conduct	Professional boundaries course

### Board Members

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