

POLICY STATEMENT

TENNESSEE BOARD OF DENTISTRY

LAPSED LICENSE POLICY

The Board of Dentistry recognizes that an individual may inadvertently allow his/her license to lapse/expire. However, applicable law prohibits an individual from working as a dentist, dental hygienist, or registered dental assistant unless he/she has an active and unrestricted license. The statute also prohibits a dentist from allowing a dental hygienist or registered dental assistant under that dentist's supervision to perform any acts or services which require licensure or registration without an active and unrestricted license. While the Board and Committee do not condone an individual working on an expired license, the Board recognizes that the inadvertent lapses can occur. As such, the Board has adopted the following procedures for reinstatement of an expired license.

1. Immediately upon recognition that his/her license has expired, the individual must stop practicing and contact the Board's Administrative Office to request a reinstatement application.
2. Upon receipt of the reinstatement application, the individual is to complete the application in its entirety, providing a detailed work history, including duties performed since the license expiration date. The application is to be signed, notarized, and returned to the Board's Administrative Office along with any additional information required for the application.
3. Upon receipt of a completed renewal application and the applicant's payment of all fees, the Board Administrator may renew a license which is less than sixty (60) calendar days past the expiration date
4. If the reinstatement application received reflects in the work history that the individual has worked in excess of ninety (90) calendar days, on an expired license, the Board will present to the licensee, an Agreed Citation which specifies payment of a fine in the amount of \$100 per month for a dentist, \$75.00 per month for a dental hygienist, and \$50.00 per month for registered dental assistants for every month worked in excess of ninety (90) days from the expiration in addition to the required reinstatement fees. If the reinstatement application received reflects in the work history that the individual has worked in excess of ninety (90) days on an expired license, the Board will also present to the supervising dentist(s), if applicable, a Letter of Concern for the first offense, a Letter of Warning for the second offense, and official notice which specifies payment of a civil penalty in the amount of \$1,000.00 for the third offense of allowing a license under supervision to work in excess of the ninety calendar days for expiration date. The individual's license will not be reinstated unless and until the Agreed Citation is executed by the licensee and payment of the fine remitted to the Board's Administrative Office.
 - A. The licensee shall be notified that all Agreed Citations prepared in accordance with this policy shall be reportable on the Department of Health's website, its disciplinary action report issued in the month the action is taken and to all appropriate federal databanks including the National Practitioner Data Bank (NPDB).

- B. This remedy is only available to those licensees who have practiced on a lapsed license for less than six (6) months from the date the license went into expired status.
5. If the licensee refuses to execute the Agreed Citation and/or remit the civil penalty described therein within sixty (60) days of the date the Agreed Citation is sent to the licensee, or if the licensee practiced on a lapsed license for six (6) months or longer, the licensee shall be referred to the Office of Investigations and Office of General Counsel for formal disciplinary action. Upon a proven violation, the minimum disciplinary action for this violation shall be:
- A. A formal and reportable Reprimand on the license;
 - B. Assessment of civil penalties in an amount to exceed \$300 per month for every month in which the individual has worked at least one day beyond the sixty (60) calendar day grace period;
 - C. Assessment of costs associated with investigating and prosecuting the matter; and
 - D. Any and all other remedies the Board deems appropriate.
6. In the event the matter is referred to the Office of Investigations and Office of General Counsel for formal disciplinary action, the Board's Administrative Office shall be permitted to reinstate those applicants for whom they have received a completed reinstatement application, supporting documentation (including any required proof of continuing education), and the applicant's payment of all fees, subject to further action on the license as described in paragraph five (5) above. Though the Board's Administrator may reinstate such a license upon approval from the Board's consultant, preferential treatment will not be given to these applicants. These applications will be reviewed in the order in which they are received. For those applicants who have declined an Agreed Citation, their application will be deemed received sixty (60) days from the date the Agreed Citation was sent.

RATIFIED BY THE BOARD OF DENTISTRY ON THE _____ DAY OF _____.