**APPLICATION FOR MODERATE PARENTERAL SEDATION PERMIT**

# GEORGIA BOARD OF DENTISTRY

**2 MLK Jr. Drive, SE, 11th Floor, East Tower, Atlanta, Georgia 30334**

Please read the instructions carefully and be familiar with the **laws and rules** governing the practice of dentistry in the State of Georgia. Visit the following web site for information: **www.gbd.georgia.gov**

****Important****

**The Board cannot process incomplete applications. If any item is missing, incomplete or incorrect, your application cannot be reviewed by the Board.**

**Please review this application before you submit it to ensure that all information and documentation is complete and correct.**

**Incomplete applications are maintained in the Board office for a period of one (1) year. After such time the application is rendered void and the applicant must re-apply and pay all required fees.**

## Application Checklist

**The following checklist is an important part of your application. Please use this checklist to ensure that you submit a COMPLETE application.**

**The $300 non-refundable application fee payable by check or money order to the Georgia Board of Dentistry must be included with your application.**

**Checks returned for insufficient funds will be assessed a service charge pursuant to O.C.G.A. § 16-9-20.**

1. **GENERAL INFORMATION: Permits are not transferable between offices.** You must have a permit for each office in which you will be administering Moderate Parenteral Sedation.

2. **COMPLETED APPLICATION:** The completed application form must be accompanied by a **non-refundable application** fee. **NOTE: The application fee includes one site evaluation.** If you list more than one facility on your application or if you request the inspection of an additional facility at a later date, you will be required to pay an additional non-refundable $300.00 site evaluation fee.

3. **ACLS/BCLS REQUIREMENT:** All permits for moderate parenteral sedation require current certification in both BLS and ACLS or an appropriate equivalent emergency management course approved by the Board. If the application is for pediatric patients only, PALS may be substituted for ACLS. **Submit copies of cards with your application.**

4. **NATIONAL PRACTITIONER DATA BANK (NPDB):** Submit a National Practitioner Data Bank (NPDB) Self-Query that was issued within the last three (3) months. Self-Queries may be obtained by visiting www.npdb.hrsa.gov or by calling the NPDB Customer Service Center at 1-800-767-6732.

5. **MALPRACTICE QUESTIONNAIRE:** Complete one for each suit and attach the necessary documentation. (If not applicable, write N/A on the form sign, date, and return with application).

6. **MODERATE PARENTERAL SEDATION PERMITS:** Applicants for moderate parenteral sedation permits must meet all the requirements of O.C.G.A. § 43-11-21 and Board Rule 150-13-.01.

7. **REQUIRED INSPECTION:** A board designated examiner will contact the applicant in order to schedule a facility examination and demonstration by the applicant of proficiency in administering moderate parenteral sedation in accordance with Georgia law.

8. **RENEWAL & PROVISIONAL PERMITS:** If a permit is granted, the permit will be required to be renewed by the last day of December in ODD numbered years, regardless of when you were issued the permit. Provisional permits are valid for six (6) months and **MAY** be renewed once upon your request and at the discretion of the board prior to the expiration date.

**Applications cannot be processed until all requirements set forth in the Laws and Rules governing Moderate Parenteral Sedation have been met.**

## CHECK LIST FOR ITEMS TO ACCOMPANY APPLICATION

Enclosed

_____ Copy of current ACLS and/or PALS card

_____ Copies of current Healthcare Provider CPR cards for dentist and all support personnel (minimum of two support personnel)

_____ Malpractice Questionnaire

_____ National Practitioner Data Bank Query

_____ Application fee

For new applications

_____ Certificates of completion of advanced training, Board certificates, and/or letter of certification from program director or course director as outlined in the application under the headings for each permit type

If your training was over two years ago: (_____ Check here if not applicable)

_____ Submit evidence of current competency, i.e., a current permit from another agency, or a letter certifying current competency from an institution or supervising individual

_____ Submit copies of all sedation CE taken in the last six years or since completion training

**Please carefully read the requirements contained in the application for each type of permit, including the number of hours of training and the number and type of patient experiences for moderate parenteral sedation permits. All pages of the application must be filled out and returned with the above items for the application to be considered complete. Please complete and return this check list indicating all necessary documents are attached.**

_____ _____

**Applicant Signature** **Date**

# Georgia Board of Dentistry

2 Martin Luther King Jr. Drive SE
11th Floor, East Tower
Atlanta, GA 30334
(404) 651-8000
www.gbd.georgia.gov

**Do Not Write in this Section:**
**Receipt#:** _____
**Amount:** _____
**Applicant#:** _____
**Initials/Date:** _____

## APPLICATION FOR MODERATE PARENTERAL SEDATION

**Application Fee $300 (non-refundable)**

**Checks returned for insufficient funds will be assessed a service charge pursuant to O.C.G.A. § 16-9-20.**

**License Type:** Initial Moderate Parenteral Sedation Permit

**Name** as desired on Permit _____
First Middle Last

_____D.M.D. _____D.D.S

Name as shown on exam records
or transcripts (if different) _____
First Middle Last

_____ _____
**Social Security Number** **Date of Birth**

**Physical Address** _____
Number and Street Apt. No City/State Zip
***P.O. Box not acceptable***

**Mailing Address** _____
(if different) Number and Street Apt. No City/State Zip

_____ _____ _____
Telephone Number Day Telephone Number Evening FAX Number

Georgia License No: _____

**E-Mail Address** (required) _____
Your e-mail is not public information and will not be shared with third parties.

**Affiliation:**
Name of Practice _____

**Physical Address** _____
Number and Street Apt No City/State Zip
*P.O. Box not acceptable*

**Mailing Address** _____
(If different) Number and Street Apt No City/State Zip

Office Address of Facility applying for evaluation (If different from mailing address):

_____

_____

SECONDARY OFFICE(S) ADDRESS(S): (Must Be Evaluated/additional $300.00 fee per site) / PHONE #
**(Please download the Moderate Enteral Sedation Additional Site Evaluation Request Form from our website–if you are applying for an additional evaluation)**

(1) _____ / _____

(2) _____ / _____

(3) _____ / _____

(4) _____ / _____

***If you are applying for more than one location, please include a written statement addressing how you will handle post operative issues/complications, including how patients will be able to contact you about post-operative issues/complications, your anticipated response time to those patients, and the physical location(s) where you would anticipate seeing those patients, if necessary. Please also address how patients will be notified of how post-operative issues/complications will be handled.**

OFFICE(S) ADDRESS(S) FOR EXISTING PERMITS / PERMIT # (S)

(1) _____ / _____

(2) _____ / _____

(3) _____ / _____

(4) _____ / _____

I hereby certify that I have a properly equipped facility for the administration moderate parenteral sedation and it is staffed with a supervised team of certified auxiliary personnel. (In accordance with the Laws and Rules of the State of Georgia with respect to the practice of dentistry.) : **( ) YES ( ) NO**

**I certify that all of the following equipment and supplies are present at each facility for which I am applying:**

( ) equipment capable of delivering positive pressure oxygen ventilation including ancillary airway devices
( ) pulse oximeter
( ) suction equipment that allows aspiration of the oral and pharyngeal cavity
( ) operating table or chair that allows for patient positioning to maintain airway
( ) firm platform for CPR
( ) fail-safe inhalation system, if nitrous oxide/oxygen is used
( ) equipment necessary to establish intravascular access
( ) equipment to continuously monitor blood pressure and heart rate
( ) defibrillator (AED or manual)
( ) appropriate emergency drugs per ACLS or PALS protocol
( ) a recovery area with available oxygen and suction
( ) support personnel have current certification in BLS. **Submit copies of cards.**
( ) continual monitoring of end tidal $CO_2$

**If you answer yes to any of the following questions, attach a full written explanation pertaining to each positive response.**

Have you ever been arrested, convicted, sentenced, pled guilty or given first offender status for any felony, misdemeanor or any offense other than a minor traffic violation? DWI or DUI are not minor traffic violations? **( ) YES ( ) NO**

Have you undergone treatment for drug or alcohol use? **( ) YES ( ) NO**

Has any disciplinary action been taken against you by any state board, or any regulatory board? **( ) YES ( ) NO**

Have you had any patient require hospitalization or medical attention, or have you had any patient deaths in the office? **( ) YES ( ) NO**

Have you ever had any malpractice suits filed against you? **( ) YES ( ) NO**

Are there any other facts not disclosed by your answers which may have a bearing on your fitness or eligibility to practice dentistry in Georgia and which should be placed at the disposal or brought to the attention of the State Board of Dentistry? **( ) YES ( ) NO**

## PLEASE READ CAREFULLY.

ALL APPLICANTS MUST SUBMIT WITH THIS APPLICATION PROOF OF SUCCESSFUL COMPLETION OF THE EDUCATIONAL REQUIREMENTS AND DOCUMENTATION OF ALL APPLICABLE REQUIREMENTS AS SPECIFIED.

**MODERATE PARENTERAL SEDATION: I hereby qualify under one of the following:**

**(Submit a letter from your program director or your course director certifying your hours of training and number of patient experiences for adult and/or pediatric patients. If your training was over two years ago, submit evidence of current competency, i.e., a current sedation permit issued by another agency, or a letter certifying current competency from an institution or supervising individual; and submit all sedation CE taken in the last six years or since completion of training.)**

( ) **Adult**

- ( ) Completion of an ADA accredited postdoctoral training program, which affords comprehensive training to administer and manage moderate parenteral sedation; or
- ( ) Completion of a continuing education course approved by the board from a board approved organization which consists of a minimum of sixty (60) hours of didactic instruction, of which twenty (20) hours must be in-person, plus management of at least twenty (20) adult patient experiences, which provides competency in moderate parenteral sedation.

( ) **Pediatric (age 12 and under)**

- ( ) Completion of an ADA accredited postdoctoral training program, which affords comprehensive training and experience in pediatric sedation commensurate with requirements of Rule 150-13-.01(5)(b)(2) and necessary to administer and manage moderate parenteral sedation of pediatric patients; or
- ( ) Completion of a continuing education course approved by the board from a board approved organization, which consists of a minimum of sixty (60) hours of pediatric-specific didactic instruction, of which twenty (20), hours must be in person, after adult training and twenty (20) pediatric patient experiences to include supervised administration of sedation to at least ten (10) patients.

Dental school attended _____

Year of graduation _____

POSTDOCTORAL PROGRAMS:

Name of accredited institution: _____

Type of program: _____

Program Director: _____

Dates of training: _____

CONTINUING EDUCATION COURSES:

Name of course and sponsoring organization: _____

_____

Course Director: _____

Dates attended: _____

MODERATE PARENTERAL SEDATION PERMIT APPLICANTS:

# adult didactic hours (must be at least 60 hours, of which 20 must be in-person):

Total Hours: _____ In-person Hours: _____

# adult patient experiences (must be at least 20 experiences):

Simulated/video: _____

**and/or**

# pediatric didactic hours (must be at least 60 hours of which 20 must be in-person):

Total Hours: _____ In-person Hours: _____

# pediatric patient experiences (at least 20, 10 of which must be supervised administration of sedation to patient):

simulated/video: _____

supervised administration of sedation: _____
(must be at least 10 experiences)

**Moderate Parenteral Sedation permit applications must submit a letter of verification from the institution listed above certifying the level of competency, number of hours of didactic training, number of hours of clinical training and the number of patient induced during the course of training.**

For the required patient experiences, **each dentist must act as the sole primary operator.** In the sole primary operator role, the dentist is expected to provide Patient assessment, Drug delivery, Treatment, Patient monitoring, Patient discharge, Emergency prevention and Emergency management.

Each patient encounter **may only have one (1) sole primary operator** and may only be counted toward the patient experience requirement for that individual dentist.

Type of agents used and route of administration:

| | Type of Agents Used | Route of Administration |
|---|---|---|
| (a) Children | | |
| | | |
| | | |
| | | |
| (b) Adults | | |
| | | |
| | | |
| | | |

Type of agents and route of administration that you plan to use in practice if this permit is issued.

| | Type of Agents Used | Route of Administration |
|---|---|---|
| (a) Children | | |
| | | |
| | | |
| (b) Adults | | |
| | | |
| | | |
| | | |

**GEORGIA BOARD OF DENTISTRY**
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**Atlanta, Georgia 30334**

## CONSENT FORM

I hereby authorize the Georgia Board of Dentistry ("Board") to receive any Georgia criminal history record information pertaining to me which may be in the files of any state or local criminal justice agency in Georgia.

_____
Full Name (Print)

_____
Physical Address (P.O. Boxes NOT Accepted)

_____
City, State, Zip

_____ _____ _____ _____
Sex Race Date of Birth Social Security Number

**One of the following must be checked:**

[ ] This authorization is valid for 90/180/___ (circle one) days from date of signature.

[ ] I, _____ give consent to the Board to perform periodic criminal history background checks for the duration of my licensure with this state.

_____ _____
Signature of Applicant Date

**By selecting both options above, you acknowledge and authorize the Board to conduct periodic criminal history background checks for the duration of your licensure in this state.**

## AFFIDAVIT OF APPLICANT:

I hereby certify that I am the person who executed this application for a permit to employ or use moderate parenteral sedation in the practice of dentistry in the State of Georgia. All statements herein contained are true in every respect, and I hereby swear, if I am granted a permit to employ or use moderate parenteral sedation in the practice of dentistry in the State of Georgia in compliance with all its dental laws, I will faithfully serve humanity and refrain from anything in any manner which does not conform to the statutes and regulations which govern the practice of dentistry in the State of Georgia.

By signing this application, electronically or otherwise, I hereby swear and affirm one of the following to be true and accurate pursuant to O.C.G.A. § 50-36-1:

1) _____I am a United States citizen 18 years of age or older. **Please submit a copy of your current Secure and Verifiable Document(s) such as driver's license, passport, or other document as indicated on the last two pages of the application.**

2) _____I am not a United States citizen, but I am a legal permanent resident of the United States 18 years of age or older, or I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older with an alien number issued by the Department of Homeland Security or other federal immigration agency. **Please submit a copy of your current immigration document(s) which includes either your Alien number or your I-94 number and, if needed, SEVIS number.**

I, the undersigned, do hereby affirm under penalty of perjury that all statements made and information contained in this application are true and correct to the best of my knowledge and belief. Further, I consent to a thorough investigation of my employment record and other information that may be necessary to verify my qualifications to practice. I understand that any final disciplinary action that may ever be taken against my license, if it is granted, would be provided to a national disciplinary reporting system and that my Social Security number would be a part of that report.

I further hereby certify that in the event I am granted a moderate parenteral sedation permit by the Georgia Board of Dentistry (hereinafter referred to as the "Board"), I agree to provide a thirty (30)-day advance notice to the Board should either or both of the following conditions occur:

(1) I implement a significant change in technique or agents for administering moderate parenteral sedation.

(2) If I relocate or open an additional facility where I will administer moderate parenteral sedation, I understand that all such facilities must be appropriately equipped with its own suction, physiologic monitoring equipment, positive pressure oxygen, emergency drugs, and equipment of administration of moderate parenteral sedation. All of the aforementioned items must be stationary and not subject to transfer from one site to another.

## SIGNATURE FOR AFFIDAVIT OF APPLICANT:

_____

Signature of Applicant

**ATTACH RECENT PHOTOGRAPH**

( Passport Photo Size)

Please use glue or tape

Sworn to and subscribed before me this

_____ day of _____, _____.

_____

NOTARY PUBLIC

My Commission Expires: _____

**APPLICANT: PLEASE CHECK THE FORM OF IDENTIFICATION BELOW THAT YOU POSSESS. RETURN THIS FORM ALONG WITH A COPY OF YOUR APPROPRIATE DOCUMENTATION.**

**NAME** _____

**Secure and Verifiable Documents Under O.C.G.A. § 50-36-2**

Issued February 20, 2018, by the Office of the Attorney General, Georgia

The Illegal Immigration Reform and Enforcement Act of 2011 ("IIREA"), as amended by Senate Bill 160, signed into law as Act No. 27, (2013), provides that "[n]ot later than August 1, 2011, the Attorney General shall provide and make public on the Department of Law's website a list of acceptable secure and verifiable documents. The list shall be reviewed and updated annually by the Attorney General." O.C.G.A. § 50-36-2(g). The Attorney General may modify this list on a more frequent basis, if necessary.

The following list of secure and verifiable documents, published under the authority of O.C.G.A. § 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

- An unexpired United States passport or passport card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired United States military identification card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired driver's license issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2][1]
- An unexpired identification card issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired tribal identification card of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be accessed at: https://www.bia.gov/tribal-leaders-directory [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired United States Permanent Resident Card or Alien Registration Receipt Card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired Employment Authorization Document that contains a photograph of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired passport issued by a foreign government, provided that such passport is accompanied by a United States Department of Homeland Security ("DHS") Form I-94, DHS Form I-94A, DHS Form I-94W, or other federal form specifying an individual's lawful immigration status or other proof of lawful

[1] For identification presented to poll workers when voting, a registered Georgia voter may present an expired Georgia driver's license as proof of identification when voting pursuant to O.C.G.A. § 21-2-417.

presence under federal immigration law[2] [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]

- An unexpired Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired Free and Secure Trade (FAST) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- An unexpired NEXUS card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- An unexpired Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- An unexpired driver's license issued by a Canadian government authority [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Certificate of Citizenship issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- A Certificate of Naturalization issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-550 or Form N-570) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- Certification of Report of Birth issued by the United States Department of State (Form DS-1350) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- Certification of Birth Abroad issued by the United States Department of State (Form FS-545) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- Consular Report of Birth Abroad issued by the United States Department of State (Form FS-240) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- An original or certified copy of a birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal [O.C.G.A § 50-36-2(b)(3); 6 CFR § 37.11]
- When applying for any public benefit with the Department of Driver Services, an applicant may submit either an expired or unexpired document that is listed above as a secure and verifiable document. [O.C.G.A. §§ 50-36-1(g) & 50-36-2(b)(3)]
- When applying for a voter identification card pursuant to O.C.G.A. § 21-2-417.1, an individual may submit the aggregate forms of identification authorized by O.C.G.A.§ 21-2-417.1(e).
- In addition to the documents listed herein, if, in administering a public benefit or program, an agency is required by federal law to accept a document or other form of identification for proof of or documentation of identity, that document or other form of identification will be deemed a secure and verifiable document solely for that particular program or administration of that particular public benefit. [O.C.G.A. § 50-36-2(c)]

[2] Senate Bill 160 (Act No. 27), effective July 1, 2013, limited the use of passports issued by foreign nations to satisfy the requirements for submission of secure and verifiable documents to only those passports submitted in conjunction with a United States Department of Homeland Security ("DHS") Form I-94, DHS Form I-94A, DHS Form I-94W, or other federal form specifying an individual's lawful immigration status or other proof of lawful presence under federal immigration law.

## MALPRACTICE QUESTIONNAIRE

_____

Name of Dentist/Dental Hygienist Business Telephone

_____

Address City, State, Zip

**MALPRACTICE CHARGES/ALLEGATIONS:** Include name of patient, age, sex, date of occurrence and location (include address).

_____

_____

_____

_____

_____

List names of other dental hygienists and/or physicians:

_____

_____

_____

**DISPOSITION**: ☐ Pending ☐ Settled If settled, provide the following information:

Settlement Date: _____

Total Settlement Amount: _____

Amount Attributable to you: _____ ☐ In Court ☐ Out of Court

The Board requires that you furnish documentation of the above information directly from the insurance company or attorney to the above address. Such documentation should include plaintiff's complaint, settlement agreement, and/or court order.

_____ _____

Signature Date

COMPLETE ONE QUESTIONNAIRE ON EACH MALPRACTICE SUIT
YOU MAY DUPLICATE THIS FORM.

If not, applicable, please write (N/A), sign and return with completed application.