

**HEALTH REGULATION AND LICENSING ADMINISTRATION
&
HEALTH OCCUPATIONS BOARDS**

BOARD OF DENTISTRY
AUTHORITY FOR GUIDANCE

JULY 2015
DATE OF POLICY

15-001
POLICY NO.

POLICY STATEMENT

**GUIDANCE ON THE PARTICIPATION IN CLINICAL DEMONSTRATIONS AND
VOLUNTEER SERVICES IN THE PRACTICE OF DENTISTRY, DENTAL HYGIENE,
AND DENTAL ASSISTING**

This policy statement is issued to provide guidance to presenters and volunteers seeking to provide clinical demonstrations and/or dental services in the District of Columbia. Presenters and volunteers not licensed in the District of Columbia may lawfully partake in the aforementioned activities in the District pursuant to D.C. Official Code § 3-1205.02(3) (2012 Repl.) and as set forth in this guidance document.

D.C. Official Code § 3-1205.02(3) (2012 Repl.), provides that individuals not licensed to practice dentistry, dental hygiene or as a dental assistant in the District of Columbia are still able to practice within the confines of the District, under the following circumstances:

- (1) An individual licensed to practice dentistry, dental hygiene, or dental assisting services in another state, who is providing care to an individual or group; or*
- (2) To give a demonstration of a patient-based procedure or clinic in the District; and*
- (3) Provided that the individual engages in the provision of care, demonstration, or clinic in affiliation with a dentist licensed in the District of Columbia.*

The purpose of extending this privilege to non-DC licensed presenters and volunteers is to promote the advancement of the practice of dentistry, dental hygiene, and dental assisting services as well as to promote the health, welfare, and safety of District of Columbia residents.

Because the Board has a duty to protect the public, the Board must ensure that the appropriate standard of care is provided and that dentists, dental hygienists, and dental assistants in the District have the appropriate competencies and credentials. Therefore, to ensure that these standards are met, the Board requests the following information from those wishing to engage in clinical demonstrations or volunteer services at least sixty (60) days prior to any demonstration or volunteer service is to take place:

For each non-DC licensed presenter or volunteer, including dental assistants and dental hygienists:

- An official, sealed letter of verification of active licensure, registration, or Certification from the State Board where he/she actively practices, including a statement indicating if disciplinary action has/has not been taken; and
- A copy of his/her license registration from the State Board where he/she actively practices.
- If a dental assistant or dental hygienist does not have a licensee, registration, or certification in his/her primary state of practice, a notarized “Attestation of Clinical Competence,” from the supervising dentist.

For each DC licensed dentist serving as a supervising practitioner:

- A copy of his/her active DC license

Furthermore, to ensure the continuity of care and to allow for appropriate follow-up care when necessary, all non-DC licensed clinical presenters and volunteer dental practitioners should abide by DC standard operating procedures and take steps to anticipate the future needs of their patients. Standard procedures and anticipatory steps include, but are not limited to:

Recordkeeping and Standard of Care:

- Obtain written, informed consent from patients prior to performing extractions, OMFS surgery, endodontics, periodontal surgery, and prosthetics. General Consent is required for all other services;
- Regarding recordkeeping, D.C. law requires health care providers to provide a copy of the records to the patient within a reasonable amount of time upon receipt of a written request for the record. Additionally, health care providers are required to maintain the records for a minimum of three (3) years from the date of last contact for adults, and for three years after the date a minor reaches the age of majority. While it is not expressly required that the records remain in the District of Columbia, it is required that the patients be able to retrieve their records in accordance with these provisions; and
- Determine whether ordering x-rays is necessary and appropriate on a case-by-case basis based upon the standard of care required

Follow-Up Care:

- Provide a written plan outlining the plan of action for patients who require follow-up treatment (i.e. follow up to an extraction or surgery); and
- Provide a written plan outlining the process by which a patient’s records will be maintained, including who will serve as the custodian of the records, and the process for the patients to obtain a copy of their records as required by District of Columbia law.