

2651 N. Green Valley Pkwy, Ste. 104 Henderson, NV 89014 (702) 486-7044 • (800) DDS-EXAM • Fax (702) 486-7046

## FACT SHEET

### APPLICANTS FOR SPECIALTY LICENSURE BY CREDENTIAL

Thank you for your interest in applying for a specialty license by credential in the State of Nevada. Pursuant to state law, **ALL** applicants for a specialty license by credential shall meet the following eligibility requirements as set forth in NRS 631.230:

- (a) Is over the age of 21 years;
- (b) Is a citizen of the United States, or is lawfully entitled to remain and work in the United States;
- (c) Is a graduate of an accredited dental school or college; and
- (d) Is of good moral character

If you meet **all** of the requirements listed in item (a) through (d) above, you may be eligible to apply for licensure.

For those applying for a specialty license by credential in the State of Nevada, the Board may without a clinical examination issue a specialty license to a person who:

(a) Presents a current certification as a diplomate from a certifying board approved by the Commission on Dental Accreditation of the American Dental Association; or

(b) Has completed the educational requirements specified for certification in a specialty area by a certifying board approved by the Commission on Dental Accreditation of the American Dental Association and is recognized by the certifying board as being eligible for that certification. A person who is licensed as a specialist pursuant to the provisions of this paragraph:

(1) Shall submit to the Board his or her certificate as a diplomate from the certifying board within 6 years after licensure as a specialist; and

(2) Must maintain certification as a diplomate of the certifying board during the period in which the person is licensed as a specialist pursuant to this paragraph.

2. In addition to the requirements set forth in subsection 1, a person applying for a specialist's license:

(a) Must hold an active license to practice dentistry pursuant to the laws of another state or territory of the United States, or the District of Columbia, or pursuant to the laws of this State, another state or territory of the United States, or the District of Columbia, if the person is applying pursuant to paragraph (b) of subsection 1;

(b) Must be a specialist as identified by the Board;

(c) Shall pay the application, examination and renewal fees in the same manner as a person licensed pursuant to <u>NRS 631.240</u>;

(d) Must submit all information required to complete an application for a license

#### Jurisprudence Examination/Fingerprints

You will receive written confirmation via US Mail of the receipt of your application and application fee along with the on-line jurisprudence examination username/password and the fingerprint materials.

<u>NOTE</u>: Pursuant to the laws of the State of Nevada, you are required to utilize the official fingerprint cards and documents approved by the Nevada Department of Public Safety. The Board is unable to accept any other fingerprint documents. To avoid additional expense, please wait to receive the fingerprint package from the Board.

**<u>NOTE</u>**: Each applicant shall successfully pass the jurisprudence examination which is based on the contents and interpretation of Chapter 631 and the regulations of the Board. In addition, the applicant must file all required documents to the Board office before an application will be deemed complete and ready for review by the Board's Secretary-Treasurer.

#### **Checklist**

The Board has provided you a checklist of the items you will be responsible for requesting and/or submitting to the Board. Please be advised Certified Copies of School Transcripts and Verification of Licensure documents if hand delivered must be in sealed envelopes.

#### **Application Review:**

Upon receipt of all required documentation, your application for licensure will be reviewed by the Secretary Treasurer to ensure compliance (NAC 631.050). If the application is found to be in compliance the Secretary Treasurer shall instruct the Executive Director to issue the license.

#### Activation/Renewal of License:

Upon approval of your application for licensure by the Board, you will receive an approval packet to include, but not limited to, the license number assigned, the activation/renewal form to include fee amounts specific for your licensure type (prorated), information regarding, business license, continuing education requirements, duties delegable to dental assistants, State Board of Pharmacy regarding permits for controlled substances and the Prescription Monitoring Program access information.



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### APPLICANT'S CHECKLIST FOR SPECIALTY LICENSURE BY CREDENTIAL (List of items to be completed by you)

 Complete Application
 Application Fee
 2 x 2 color photo attached to the application
 Original Self Query report from the National Practitioners Data Bank (NPDB) (See instructions included with the application)
 Certified Transcript from Dental School (must have degree posted)
 National Board Scores (request through the Joint Commission at <u>www.ada.org/dentpin</u> )
 Certified score reports of ALL clinical examinations you participated in as a candidate (Please have these certified certificates mailed directly to the Board office)
 Verification of licensure letters from ALL states you are licensed, regardless of license status (Please have these letters mailed directly to the Board office)
 Copy of front and back of current CPR card (online courses ARE NOT acceptable)
 Copy of certificate of completion for specialty program
 Completed Certification of Specialty Program Completion form
 Copy of Citizenship Documents (U.S. citizens – State birth certificate, U.S. passport or copy of naturalization certificate) (Non-U.S. citizens – copy of legal document which allows you to remain and work in the U.S. including, but not limited to, permanent resident card, employment authorization card. etc.)
 <b>Complete on-line jurisprudence examination (Registration provided upon receipt of application)</b> (Results are automatically emailed to the Board office)
 Completed Fingerprint Background Waiver, ID Verification Form and 2 Fingerprints Cards* (Provided with the jurisprudence information upon receipt of application)

\*Pursuant to the laws of the State of Nevada, you are required to utilize the official fingerprint cards and documents approved by the Nevada Department of Public Safety. The Board is unable to accept any other fingerprint documents. To avoid additional expense, wait to receive the fingerprint package from the Board.

<u>NOTE</u>: When the Board office has received all required documents as set forth in NAC 631.030, your application will be reviewed by the Board's Secretary-Treasurer. Upon review by the Secretary-Treasurer and having met all requirements, the Secretary-Treasurer shall instruct the Executive Director to issue the license.

### IF HAND-DELIVERING ANY ITEMS NOTED ABOVE, THE MATERIALS MUST BE IN SEALED ENVELOPE



2651 N. Green Valley Pkwy, Ste. 104 Henderson, NV 89014 (702) 486-7044 • (800) DDS-EXAM • Fax (702) 486-7046 2" x 2" color photo of applicant taken within the last 6 months must be affixed to this space.

I hereby make applic	ation for	Nevada Den	tal licensure	e bv:		(Please cl	heck o	ne belo	w)				
	_								-				
Licensure by ADEX	Exam (N	NRS 631.240	): \$1200		L	icensure by	y WRE	EB Exai	m (NF	RS 631.2	40): \$120	0	
Licensure by Credential (NRS 631.255): \$1200 (Please select specialty below)			Indic	ate :	Specialty:	Во	ard Eli	igible		Diplom	ate		
Orthodontia		Prosth	odontia		T	O & M Path	nology	<u>۲</u>		Dental A	nesthesiol	ogist	
Endodontia		Pediatric	Dentistry			O & M Rad	iology	- / Г					—
Periodontia		Public Hea	lth Dentist			O & M Su							
Limited Licensure (NRS 631.271): \$125				Res	tricted Geo	graph	nical (N	IRS 63	<b>31.274)</b> :	\$600			
Resident:		Instru	ctor:			erserved Co		_	_ I		Non-Profit		]
Indicate Residency Prog	ıram:	Indicate Inst	ructor Facilit	<u>y:</u>	Indic	ate County(ie	<u>s)</u>		<u> </u>	ndicate F	QHC Facility	or Nor	n Profit
Wilitary by Reciprocity/Credential: \$1200.00 License by Endorsement: \$1200													
<u>NOTE:</u> An application are on file with the Bo NEVADA REVISED STA Please type or print le additional information information containe applicant to update t	oard offi ATUTE (N egibly. A on by Sec d in this	ce. APPLICA IRS) 631.345. Ill questions tion number application (	TION FEES N must be ans Applicant until such tin	AUST swered s ackr me as	BE PA d. If a nowle the B	NID IN ADVA additional sp edge they ha loard takes f	NCE Al bace is ve a co inal ac	ND MA needeo ontinui ction or	NY NOT d, atta ing res n this d	BE REFU nch a sep ponsibili applicati	UNDED PUI arate shee ity to upda ion. Failure	RSUAN t ident te all e of an	IT TO tifying
Last:			First:					Middle				1	ıffix:
Soc. Security #:	Age:	Male	Birthda	ite:		Birthplace (C	City, Co	ounty, St	tate, &	Country)	:		
Have you ever been k	nown b	<i>Female</i>	uame?							Ye		No	
If yes, state in full every				n knov	vn. th	e reason there	efore.a	and the	inclusi				
,,,							, -						
If a married woman,	state ma	iden name:											
If a name change wa	s made k	y court orde	r, attach a C	CERTIF	IED C	OPY of the c	ourt o	order.					
Are you a U.S. born	citizen	?									Yes	No	
If no, are you natur	alized?										Yes 🗌	No	
If yes, naturalization #			Naturaliz Date:	ation				Pla	ace:				
If no, were you bor	n abroa	d of US citiz	ens?								Yes 🔲	No	
If no, are you a lega	al reside	nt?									Yes	No	
Is your application	for natu	ralization p	ending?										
Date of Application:			Pla	ce:							Yes 🗌	No	
*You must submit ap work in the U.S*	propriat	e proof of Ci	tizenship or	legal	docu	mentation fo	or law	ful enti	itleme	nt to ren	nain in the	U.S. <u>a</u>	and

(A) HOME ADDRESS &	PREVIOUS ADDRESS HI	STORY		
Current Home Address:		City:	State:	Zip code:
Mailina Address: This is	the address that all corres	pondence from NSBDE wi	II he mailed	
	address please check box.			
Mailing Address (If different):		City:	State:	Zip Code:
Telephone Residence:	Telephone Cell:	Email addı	ress:	
(B) PREVIOUS STREET	ADDRESS			
	re that if you were in sch		ain information please indicate ress listed in the same state you	
1. Address :		City:	State:	Zip Code:
County:		Dates:	to	
2. Address :		City:	State:	Zip Code:
County:		Dates:	to	
3. Address :		City:	State:	Zip Code:
		0.1		
County:		Dates:	to	
4. Address :		City:	State:	Zip Code:
County:		Dates:	to	
5. Address :		City:	State:	Zip Code:
County:		Dates:	to	
6. Address :		City:	State:	Zip Code:
County:		Dates:	to	
7. Address :		City:	State:	Zip Code:
County:		Dates:	to	
8. Address :		City:	State:	Zip Code:
County:		Dates:	to	
9. Address :		City:	State:	Zip Code:
County:		Dates:	to	
10. Address :		City:	State:	Zip Code:
County:		Dates:	to	

(C) MILITARY SERVIC	ĴE							
Have you ever served	in the military? (if yes, you	u must answer the	questions below	) Ү	/es		No [	
Date of Service:		Military Occup	ation Specialty	/Specialties:				
From	to							
Branch of Service:	Army/Army Reserve			Marine Corps/Marine	Corps R	leserv	/e	
	Navy/Navy Reserve			Air Force/ Air force Reser	ve			
	Coast Guard/ Coast Guard	d Reserve		National Guard				
Date of Service:		Military Occup	oation Specialty	v/Specialties:				
From	to							
Branch of Service:	Army/Army Reserve			Marine Corps/Marine	Corps R	leser	ve	
	Navy/Navy Reserve			Air Force/ Air force Reser	ve			
	Coast Guard/ Coast Guar	d Reserve		National Guard				
(D) EDUCATION & CE	ERTIFICATIONS							
	Doctoral:			Post Doctoral:				
University/			University/					
College:			College:					
City:			City:					
State:			State:					
Years Attended: (month/yea	Years Attended: (month/year) Years Attended: (month/year)							
	to to							
Graduation Date:			Graduation					
Degree Earned: DDS	DMD		Specialty (M	IS):				
(E) LASER USE AND C	CERTIFICATION							
I utilize laser radiation in	the performance of my p	practice of den	tistry.		Yes		No	
		tistry has beer	cleared by th	ne United States Food and	Yes		No	
Drug Administration for	-	ou proficionau	indication area	cessful completion of a recogn				
				uidelines and standards for de			-	
adopted by the Academy				-				
(F) CONTINUED CLIN	ICAL COMPETENCY							
Have you been out of act	tive practice for two or m	ore years just	prior to comp	leting this application?	Yes		No	
If yes, attach a separate	If yes, attach a separate sheet with details of how you have maintained your clinical skills.							
(G) HISTORY OF IMPAIRMENT								
Deverse		ما معامه ال	lool autore					
(1) medical/mental im	ve you ever, abused alcoh pairments or emotional c t to NRS and NAC Chapter	ondition(s) the	at would impa	ir your ability to perform as	Yes		No	
(2) ability to perform a	ve you ever had, any cont as a licensee pursuant to I <i>iils on separate sheet)</i>	-		(s) that would impair your	Yes		No	

(H) DENTAL PRACTICE &	EMPLOYMENT HISTORY					
or done business under a fictit If yes, list the following inform partners, associates or person (D.B.A.), dates and nature of b	in private dental practice, been itious name (D.B.A.)? nation for the past ten years ind ns sharing office space; list date business; and the reason for lea ear of unemployment. (Use add	cluding es of sel aving ed	the dates lf-employm ach practic	you practiced nent and natu re. If you were	۲es dentistry: the names o re of business; list all fio	ctitious names
Current Practice Address (If any):		City:			State:	Zip Code:
Telephone:	Fax:		Email addre	:55:		<u></u>
(I) PREVIOUS EMPLOYME	 ENT					
1. Practice Address:		City:			State:	Zip Code:
From: 1	To: (Inclu	ıde mon	nth/year)	Telephone	:	
Name of Employers, Associates, Etc Reason for leaving:						
2. Practice Address:		City:			State:	Zip Code:
From: 1	To: (Inclu	ude mon	nth/year)	Telephone	:	
Name of Employers, Associates, E			Reason for	leaving:		
3. Practice Address:		City:			State:	Zip Code:
From: 1	To: (Inclu	ude mon	nth/year)	Telephone	:	
Name of Employers, Associates, E		1	Reason for l	leaving:		
4. Practice Address:		City:			State:	Zip Code:
From: 1	To: (Inclu	ide mon	nth/year)	Telephone	:	
Name of Employers, Associates, E	:tc		Reason for	leaving:		
5. Practice Address:		City:			State:	Zip Code:
From: 1	To: (Inclu	ıde mon	nth/year)	Telephone	:	
Name of Employers, Associates, E	:tc		Reason for I	leaving:		

(J) EXAMINATION AND LICENSURE HISTORY							
NATIONAL BOARD EXAMINATION							
Part I Date Taken: PASS PASS F							
Part II Date Taken: PASS	FAIL						
Please list below all dental/hygiene clinical examinations in which you have participated: (Use additional sheets if necessary)							
CLINICAL EXAMS:							
ADEX Date(s) of Clinical Examination: to		PASS		FAIL			
WREB Date(s) of Clinical Examination: to		PASS		FAIL			
OTHER EXAMS:							
Regional/State, Territory, DC:							
Date(s) of Clinical Examination: to		PASS		FAIL			
Regional/State, Territory, DC:							
Date(s) of Clinical Examination: to		PASS		FAIL			
Have you ever applied for a license to practice dentistry?		١	/es	No			
Have you ever applied for a license to practice dentistry? If yes, list the following for each state, territory or the District of Columbia. Use	e additional s						
	e additional s	sheets if	necessary				
If yes, list the following for each state, territory or the District of Columbia. Use		sheets if	necessary				
If yes, list the following for each state, territory or the District of Columbia. Use State, Territory, DC:		sheets if	necessary ::				
If yes, list the following for each state, territory or the District of Columbia. Use State, Territory, DC: Result of Application (Granted, Denied, Pending):	Date of Ap	sheets if	necessary ::				
If yes, list the following for each state, territory or the District of Columbia. Use   State, Territory, DC:   Result of Application (Granted, Denied, Pending):   State, Territory, DC:	Date of Ap	plication	necessary				
If yes, list the following for each state, territory or the District of Columbia. Use   State, Territory, DC:   Result of Application (Granted, Denied, Pending):   State, Territory, DC:   Result of Application (Granted, Denied, Pending):	Date of Ap	plication	necessary				
If yes, list the following for each state, territory or the District of Columbia. Use   State, Territory, DC:   Result of Application (Granted, Denied, Pending):   State, Territory, DC:   Result of Application (Granted, Denied, Pending):   State, Territory, DC:   Result of Application (Granted, Denied, Pending):   State, Territory, DC:   State, Territory, DC:	Date of App Date of App Date of App	plication plication:	necessary				
If yes, list the following for each state, territory or the District of Columbia. Use   State, Territory, DC:   Result of Application (Granted, Denied,Pending):   1   Have any proceedings been initiated against you to revoke or suspend your der   2	Date of App Date of App Date of App ntal license?	plication plication:	necessary	:			
If yes, list the following for each state, territory or the District of Columbia. Use   State, Territory, DC:   Result of Application (Granted, Denied,Pending):   1   Have any proceedings been initiated against you to revoke or suspend your detains   2   At the time you filed this application, were any disciplinary proceedings pending   2   Have you ever been terminated or attempted to terminate or surrender a denta	Date of App Date of App Date of App ntal license? ng against yo ict of Columb	plication plication: plication: plication:	Yes	: No			
If yes, list the following for each state, territory or the District of Columbia. Use   State, Territory, DC:   Result of Application (Granted, Denied,Pending):   1   Have any proceedings been initiated against you to revoke or suspend your derincluding complaints or investigations, were any disciplinary proceedings pending including complaints or investigations, in any other state, territory or the District of Columbia?   4   Have you ever been denied a dental license in this state, another state, or a territory or the District of Columbia?	Date of App Date of App Date of App ntal license? ng against yo ict of Columb cal license in	plication plication: plication: plication: plication: plication: any	Yes	: No No			
If yes, list the following for each state, territory or the District of Columbia. Use   State, Territory, DC:   Result of Application (Granted, Denied,Pending):   1   Have any proceedings been initiated against you to revoke or suspend your deating including complaints or investigations, in any other state, territory or the District of Columbia?   1   Have you ever been terminated or attempted to terminate or surrender a dent state, territory or the District of Columbia?   Have you ever been denied a dental license in this state, another state, or a terminate or surrender a dental license in this state.	Date of App Date of App Date of App Date of App ntal license? ng against yo ict of Columb cal license in rritory of the	plication plication: plication: plication: plication: plication: u, plia? any U.S.	Yes   Yes   Yes   Yes	: No No No No			

(K) MALPRACTICE								
Have you ever had any clair	ms of malpractice filed against yo	ou?		Yes	No			
	neglience lawsuits and claims y					ents		
or resolutions. Please inclu	ude malpractice and lawsuits th	lat were alsmissed	a. Provide add	litonal pages as needed	7.			
Do you or have you ever ca	rried malpractice (professional li	ability) insurance?		Yes	No No			
	ers since licensed or for the pas	· · · · · · · · · · · · · · · · · · ·		ger). Leave no time g	aps and			
	no insurance. Provide addition							
Carrier: Address :		City:	Number:	State:	Zip Code:			
					,			
From:	From: To: (Include month/year) Telephone:							
Carrier:	Carrier: Policy Number:							
Address :		City:		State:	Zip Code:			
From:	To: (Inclu		Telephone	•				
	inclu	ude month/year)	-	•				
Carrier:		Policy City:	Number:	State:	Zip Code:			
AUU 233 .		chy.		State.	210 COUE.			
From:	To: (Inclu	ude month/year)	Telephone	:				
Carrier:		Policy	Number:					
Address :		City:		State:	Zip Code:			
From:	To: (Inclu	ude month/year)	Telephone	:				
Carrier:	Policy Number:							
Address :		City:		State:	Zip Code:			
From:	To: (Inclu	ude month/year)	Telephone	:				
Carrier:		Policy	Number:					
Address :		City:		State:	Zip Code:			
From:	To: (Inclu	ude month/year)	Telephone	:	I			

(L) MORAL CHARACTER								
1 Have you ever been reprimanded, censored, restricted or otherwise disciplined? Yes 🔲 No								
Have any claims or complaints of malpractice, formal or informal, ever been made or filed against you, or have any proceedings been instituted against you?	Yes		No					
Have you ever been arrested, convicted, charged with, entered a plea of nolo contendere or pleaded guilty to the violation of any law [misdemeanor(s) or felony(ies)]?								
If your answer is 'yes' to any of the foregoing questions (1-3), furnish a written statement of each of the complete facts. For each incident, state the date, case number, the nature of the charge the date matter, and the name and address of the authority in possession of the records thereof. You must copies of any arrest or conviction and/or any plea agreements entered into for any felony(ies) or n	isposi prov	ition ide c	of th ertifi	e ed				
4 Have you ever been denied participation in, or suspended from the Medicaid or Medicare benefit program? Yes 🗌 No 🗌								
If your answer is 'yes' to questions 4, furnish a written statement of each occurrence giving the complete facts. For each incident, state the date, the nature of the charge the disposition of the matter, and the name and address of the authority in possession of the records thereof.								
5 Do you hold a DEA license? Yes No If yes list DEA Number #								
6 Have you ever surrendered your DEA number or had it revoked or restricted?	Yes		No					
(M) STATEMENT OF CHILD SUPPORT								
Pursuant to state and federal mandated requirements, I further certify that (CHECK the appropriate box):								
1 I am NOT subject to a court order for the support of one or more children.								
2 I AM subject to a court order for the support of one or more children and: (continue to 2a or 2b below	2 I AM subject to a court order for the support of one or more children and: (continue to 2a or 2b below)							
2a I am NOT in compliance with a plan approved by the district attorney or other public agency enforcing the payment of the amount owed pursuant to the court order for the support of one or more children to the court order for the court order for the support of one order to the court order for the court order fo	en.							
I AM in compliance with a plan approved by the district attorney or other public agency enforcing the order for the								

2b payment of the amount owed pursuant to the court order for the support of one or more children.

(N) AFFIDAVIT AND PLEDGE

I hereby expressly waive all provisions of law forbidding any physician or other person who has attended or examined me or who may hereafter attend or examine me from disclosing any knowledge or information that is thereby acquired, and I hereby consent that such knowledge or information may be disclosed to the Nevada State Board of Dental Examiners.

The person named as the applicant in the foregoing application and questionnaire, being first duly sworn, deposes and says: I am the applicant for dental licensure referred to; and I have carefully read and understand the questions in the foregoing questionnaire and have answered them truthfully, fully, and completely, without mental reservation of any kind. I further understand I have a continuing obligation to inform the Board should any of my answers since filing this application change prior to the Board issuing my license. In the event I fail to update the answers which have changed since submitting this application, I understand that such failure is ground for revocation of any license issued or denial of the application.

I hereby authorize educational and other institutions, my references (past and present), business and professional associates (past and present), insurance carriers, professional societies, governmental agencies and instrumentalities (local, state, federal or foreign), and independent information gathering services to release to the Nevada State Board of Dental Examiners any information, files or records requested by the Board in connection with the processing of this application.

I hereby pledge myself to the highest standards and ethics in the Practice of Dentistry and further pledge to abide by the laws and regulations pertaining to the practice of dentistry. I understand that a violation of this pledge may be deemed sufficient cause for the revocation of a license issued by the Board.

I hereby understand and agree that the title of all licenses shall remain with the Nevada State Board of Dental Examiners and subject to surrender by Order of said Board.

I UNDERSTAND THAT ANY OMISSIONS, INACCURACIES, OR MISREPRESENTATIONS OF INFORMATION ON THIS APPLICATION ARE GROUNDS FOR REJECTION OF THIS APPLICATION AND THE REVOCATION OF A LICENSE WHICH MAY HAVE BEEN OBTAINED THROUGH THIS APPLICATION.

PLICANT	NOTORY	
	State of	County of
Applicant Signature		
	The statement on this document before me this	nt are subscribed and sworn
Applicant (printed) Last Name, First, MI, Suffix (e.g., Jr.)		
	day of	,20
Date of Signature (must correspond with notory date)		
Applicants Date of Birth (month/day/year)	Notory Public	
Social Security Number	My Commission Expires	



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#### NOTARIZED AUTHORIZATION FOR RELEASE OF INFORMATION, DOCUMENTS AND RECORDS

I, \_\_\_\_\_\_, designate the Nevada State Baord of Dental Examiners to collect, verify and maintain information, and copies of documents and records that can subsequently be provided to professional licensing boards, hospitals and other entities when I apply for licensure, staff membership, employment, or other privileges.

I request and authorize every person, institution, professional licensing board or any state in which I hold or may have held a license to practice my professional, Joint Commission on National Dental Examinations, hospital, clinic, government agency (local, state, federal or foreign), law enforcement agency, or other third parties and organizations, and their representatives to release information, records, transcripts, and other other documents, concerning my professional qualifications and competence, ethics, character, and other information pertaining to me to the Nevada State Board of Dental Examiners.

I further request and authorize that the requested information, documents and records be sent directly to:

Nevada State Board of Dental Examiners 2651 N Green Valley Parkway, Suite 104 Henderson, NV 89014

I hereby release, discharge, and hold harmless the Nevada State Board of Dental Examiners, or representatives and any person furnshing information, records, or documents of any and all liability. I authorize the Nevada State Board of Dental Examiners to release information, material, documents, orders or the like relating to me or this application to any entity at my request.

By my signature below, I acknowledge that information, documents and records required to be furnished by another organization, educational institutions, individual, or any person or groups must be sent directly by such persons to Nevad State Board of Dental Examiners. I understand that Nevada State Board of Dental Examiners will not accept such information, records, or documents forwarded by me.

A photocopy or facsimile of this authorization shall be as valid as the orginal and shall be valid for a period of one (1) year from the date of signature.

PLICANT	NOTORY
	State of County of
Applicant Signature	
	The statement on this document are subscribed and sworn before me this
Applicant (printed) Last Name, First, MI, Suffix (e.g., Jr.)	
	day of ,20
Date of Signature (must correspond with notory date)	
Applicants Date of Birth (month/day/year)	Notory Public
Social Security Number	My Commission Expires



### Certification of Specialty Program Completion

This is to certify that		(Name of Student/License
Applicant) attended the		program (Name of Specialty Program) at
		(Name of Accredited Educational Institution)
for the period of	to	. He/She successfully completed
the program on	a	nd was awarded specialty certification in the area
of	(Name of	Specialty).

OFFICIAL SEAL OF ACCREDITED EDUCATIONAL INSTITUTION (If Available) (Original Signature of Dean. No stamped signatures)

Printed Name of Dean

Date



2651 N Green Valley Parkway, Suite 104 Henderson, NV 89014 (702) 486-7044 • (800) DDS-EXAM • Fax (702) 486-7046

## REQUEST FOR OFFICIAL TRANSCRIPTS DENTAL

Pursuant to NAC 631.230 and NAC 631.030, applicants for dental licensure in the State of Nevada must present official certified copies of your transcripts indicating you have been awarded a degree in dental surgery/medicine from an ADA accredited dental school or college.

Please be advised, you will be required to request a certified copy of your dental school transcript be sent to the Board office at the address listed above. If you hand deliver a certified copy of your transcript, the documents must be in a sealed envelope.

Please be advised, your application will not be deemed complete until our office has received the official transcript from your dental school.



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### National Practitioner Data Bank Self-Query Report

All applicants for dental or dental hygiene licensure are required to self-query the National Practitioner Data Bank. The self-query must be completed on the internet. You will need a credit card for payment of the querying fees. Instructions for accessing the self-query forms are as follows:

Go to: <u>https://www.npdb.hrsa.gov/ext/selfquery/SQHome.jsp</u>

- Click on 'Start a New Order'; read the agreements, accept the terms and click 'Submit and Continue'
- Complete steps 1-4 on-line following the instructions

Federal law requires that the self-query results be provided directly to you, the applicant/practitioner, and not a third party. You will be provided with an electronic copy (accessible online) and a paper copy (by mail) of your report. You may submit the original report you receive by mail to the Board office to the address at the top of this page, or submit the completed report by email by <u>following these instructions</u>:

- Open the email you received from the NPDB *indicating the electronic copy of your self-query response is available* and click on the link provided in that email
- Sign-in to open/view your report
- From the open report, save a copy of the report PDF to your computer
- Close the report and sign-out of the NPDB
- Return to the open email from the NPDB and click 'Forward'
- Enter the Board email address of <u>nsbde@nsbde.nv.gov</u> in the 'To' field, attach a copy of the PDF report to the email and click 'Send'. The original email from the NPDB is required to view the email thread and confirm authenticity.

It is important you follow these instructions for the Board staff to verify the authenticity of the report. **PLEASE NOTE:** You must use a non-Apple product (i.e. – anything but an iPhone, iPad, Mac, etc.) to forward the information by email. The Board staff is unable to view all required information if submitted using an Apple product. We apologize for the inconvenience.

If you have questions pertaining to your self-query, you may contact: **<u>Data Bank Customer Service at</u>** <u>800-767-6732.</u>



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### LICENSURE APPLICATION CREDIT CARD PAYMENT AUTHORIZATION FORM

Applicant Name: Telephone #: ( ) \_\_\_\_\_ - \_\_\_\_

Dental Licensure Application	<b>Dental Hygiene Licensure Application</b>		
Select Application Type:	Select Application Type:		
□ License by Examination – WREB (\$1200)	□ Licensure by Examination – WREB (\$600)		
□ License by Examination – ADEX (\$1200)	□ Licensure by Examination – ADEX (\$600)		
□ License by Endorsement (\$1200)	□ Licensure by Endorsement (\$600)		
□ Specialty License by Credential (\$1200)	□ Geographically Restricted (\$150)		
□ Geographically Restricted (\$600)	Limited License (\$125)		
Limited License – Faculty / Resident (\$125)	□ Military by Reciprocity (\$600)		
□ Limited Licensed for Supervision (\$100)	Dental Therapy Licensure Application		
□ Restricted License (\$125)	Select Application Type:		
□ Military by Reciprocity (\$1200)	□ Licensure by Examination – WREB (\$1000)		
□ Specialty License by Application [NV licensed Dentist only] (\$125)	□ Licensure by Examination – ADEX (\$1000)		
General Dental License AND Specialty License (\$1325)	□ Licensure by Endorsement (\$500)		
(must select general dental license option above, also)	□ Military by Reciprocity (\$1000)		

Other/Memo:

Miscellaneous (optional):

□ Nevada Revised Statutes (NRS) 631 Booklet (\$3)

□ Nevada Administrative Codes (NAC) 631 Booklet (\$3)

Payment Information					
Name on Credit Card:		Method of Payment:			
		□ MasterCard	│ □ Visa │ □ Discover		
Credit Card Billing Address:			Ste./Apt. No.:		
City:	State:		Zip Code:		

Credit Card Number:	CVV Code:	Expiration Date	Amount Authorized:
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Signature:	Date:	/ /