NEBRASKA

Good Life. Great Mission.

DEPT. OF HEALTH AND HUMAN SERVICES

Pete Ricketts, Governor

December 2, 2016

Dear Applicant:

Our office is in receipt of your request to reinstate your Dental Hygiene license #_____. Our records indicate that your license expired on .

To reinstate your license, you must submit the following documentation:

1. A complete application for reinstatement (form enclosed).

2. The renewal and reinstatement fees.

The breakdown of the specific renewal fees now due are as follows:

License Renewal Fee	$ 110.00
Reinstatement Fee	$ 35.00
Total fee due	**$ 145.00**

3. You must provide proof of meeting one of the following:

   a. Practicing either dentistry or dental hygiene for at least 1,000 hours within the three years immediately preceding the date of the application;
   b. Passing the practical examination administered by the Central Regional Dental Testing Service or any other regional or state practical examination that the Board of Dentistry determines is comparable to such practical examination within the three years immediately preceding the date of the application; or
   c. Passing a competency assessment approved by the Board;

4. If you are licensed in another state, you must request a certificate of licensure from each state be sent to the department no matter the status of your license in the states in which you have held or hold a license. (A photocopy of your license does not meet this requirement.)

Please be advised that should you reinstate your license at this time, the expiration date will be March 1 of the next odd-numbered year**.** At least 30 days prior to that date you will be sent notification of the need to submit a completed renewal application, the renewal fee payment and evidence of the required continuing competency, on or before the expiration date.

If you have any questions regarding the procedure for reinstatement, please contact our office.

Sincerely,

Tressa Waterman, Health Licensing Specialist
Licensure Unit
PO Box 94986
301 Centennial Mall South
Lincoln, NE 68509
Phone: 402-471-2118 Fax: 402-742-8355
tressa.waterman@nebraska.gov

Attachments

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Department of Health and Human Services
Division of Public Health - Licensure Unit
P.O. Box 94986 - Lincoln, Nebraska 68509-4986
E-mail: dhhs.medicaloffice@nebraska.gov
Telephone #: 402-471-2118

APPLICATION FOR REINSTATEMENT OF A LICENSE TO PRACTICE
(Revoked, Expired, Placed on Inactive Status, or Lapsed)

I hereby apply for reinstatement of my license to practice as a Dental Hygienist, License # _____ in the State of Nebraska and submit the required fee of $**(110.00 renewal fee and 35.00 reinstatement fee)**.

Name:
Address:

Date of Status:
DOB:
Place of Birth:

SECTION A – PERSONAL INFORMATION (All applicants must complete this section) (***This information is not displayed on the internet)***

1	Phone #:		Fax #: (optional)		E-Mail Address:	
2	Check the Appropriate Box(s):	☐ Social Security Number (SSN); ☐ Alien Registration Number ("A#"); or ☐ Form I-94 (Arrival-Departure Record) number:		SSN# A# I-94 #		
	If you have both a SSN and an A# or I-94 number, you must report both. Social Security Numbers obtained are not public information but may be shared by the Department for administrative purposes if necessary and only under appropriate circumstances to ensure against any unauthorized access to this information.					
3	Check the Appropriate Box:	☐ I am a citizen of the United States ☐ I am an alien lawfully admitted into the United States for permanent residence under the Immigration and Naturalization Act (INA and who is eligible for a credential under the Uniform Credentialing Act) ☐ I am a non immigrant whose visa for entry, or application for visa for entry, is related to such employment in the United States				

SECTION B – CONVICTION AND LICENSURE INFORMATION (All applicants must complete this section)
Failure to disclose any such conviction or disciplinary action, regardless of when the action occurred, could result in disciplinary action, including, but not limited to, payment of a civil penalty.

NOTE: If you have any criminal charges or license disciplinary actions pending that results in conviction or license discipline, you are required to report such actions to the Investigative Unit within 30 days http://www.dhhs.ne.gov/reg/investi.htm or by telephone at 402-471-0175.

Answer each of the following questions by placing a (✓) in the appropriate box (yes or no) and completing the information requested. All 'yes' responses MUST be explained in detail and you must submit the requested documentation.

Conviction Information:

#	Question	Yes	No	Type of Crime or Licensure Action	Date of Action	Name of Court/Entity Taking action
1	Have you been convicted of a misdemeanor or felony since your license was active?	☐	☐			

If you **answered YES**, you must submit the following documents:

a) The court record, which includes charges and disposition;
b) Arrest records;
c) A letter from the applicant of the events leading to the conviction (what, when, where, why) and a summary of actions the applicant has taken to address the behaviors/actions related to the convictions;
d) All addiction/mental health evaluations and proof of any treatment obtained; and
e) A letter from the probation officer addressing probationary conditions and current status if the applicant is currently on probation;

Licensure Information:

The following questions relate to a credential that you hold or have held in health services, health-related services or environmental services in another jurisdiction. You must request a certificate of licensure from each state be sent to the department no matter the status of your license in the states in which you have held or hold a license.

		Yes	No			
2	Are you licensed in any state?	☐	☐	If yes, what State(s) are you licensed in?	What type of license do you hold?	
	If yes, has your license ever been denied, refused renewal, limited, suspended, revoked or had other disciplinary measures taken against it?	☐	☐	Type of Licensure Action	Date of Action	Name of Entity taking Action

If you have had any disciplinary actions taken against your credential, you must submit a copy of the disciplinary action(s), including charges and disposition. **If you are applying for reinstatement after discipline you will need to provide a statement of the reason the applicant believes his/her credential should be reinstated.**

SECTION C - CONTINUING COMPETENCY:

CONTINUING COMPETENCY REQUIREMENTS		
You must have earned 30 hours of continuing competency within the previous two-year period immediately preceding the date of this application.		
All applicants for reinstatement must answer the following question by placing a (✓) in the appropriate box (yes or no):	**Yes**	**No**
Have you met the continuing competency requirements as outlined above?	☐	☐

WAIVER OF CONTINUING COMPETENCY: If you **have not** completed the continuing competency requirement, and wish to apply for a waiver of the continuing competency requirement, check the appropriate reason below:

☐	**Military:** I have served in the regular armed forces of the United States during part of the 24 months immediately preceding the biennial licensure renewal date. (Attach official documentation stating dates of service) If you meet this exemption, you are not required to pay the renewal fee.
☐	**Initial License:** I was first licensed within the 24 months immediately preceding my date of application for active status.

SECTION D – EXPERIENCE:

EXPERIENCE REQUIREMENTS		
Please provide proof that within the three years immediately preceding the application for reinstatement, **you must meet ONE of the following:** ● Have practiced dentistry/dental hygiene for at least 1,000 hours; ● Have passed the practical examination administered by the Central Regional Dental Testing Service (CRDTS) or any other regional or state practical examination that the Board of Dentistry has determined to be comparable; or ● Have passed a competency assessment approved by the Board.		
All applicants for reinstatement must answer the following question by placing a (✓) in the appropriate box (yes or no):	**Yes**	**No**
Have you met the experience requirements as outlined above?	☐	☐

SECTION E – QUESTIONS:

QUESTIONS

All applicants for reinstatement must answer the following questions by placing a (✓) in the appropriate box (yes or no). The questions pertain to the time period since the license was last active, unless otherwise specified. For any yes answers, explain the circumstances and outcome. The applicant will be notified of any additional documentation which is required by the Board/Department:

SECTION I	**Yes**	**No**
1. Has any credential you hold in the other jurisdiction(s) been denied, refused renewal, or disciplined by another jurisdiction(s) since the license was last active that has not been previously reported? (If NOT credentialed in another jurisdiction answer "NO".) If "YES", please provide a list of any disciplinary actions taken against your credential and a copy of the disciplinary action(s), including charges and dispositions.	☐	☐
2. Have you ever voluntarily surrendered or voluntarily limited in any way a license or permit issued to you by a licensing or disciplinary authority?	☐	☐
3. Have you ever been requested to appear before any licensing agency?	☐	☐
4. Have you ever been notified of any charges, complaints or other actions filed against you by any licensing or disciplinary authority?	☐	☐
5. Are you aware of any pending disciplinary actions or of any on-going investigations of a complaint against your license or permit in any jurisdiction?	☐	☐
6. Have you ever been asked to and/or permitted to withdraw an application for licensure or permit with any Board or jurisdiction?	☐	☐
7. Has any state or jurisdiction refused to issue, refused to renew or denied you a license or permit to practice?	☐	☐
SECTION II	**Yes**	**No**
1. Have you abused or become dependent on or actively addicted to alcohol, any controlled substance, or any mind-altering substance?	☐	☐
2. Within the past 5 years, have you received any therapy/treatment or been admitted to any hospital or other in-patient care facility for reasons relating to your use/abuse of alcohol, narcotics, barbiturates, or other drugs?	☐	☐
3. Do you currently, or have you ever had, any physical, mental, or emotional condition which impaired, or does impair your ability to practice your health care profession safely and competently?	☐	☐
4. Within the past 5 years, has any licensing agency or credentialing organization initiated any inquiry into your physical, mental or emotional health?	☐	☐
5. Do you have the mental and physical capacity to practice your profession?	☐	☐
6. Have you practiced your profession while your ability to do so was impaired by alcohol, controlled substance, drugs, mind-altering substance, physical disability, mental disability, or emotional disability?	☐	☐
SECTION III	**Yes**	**No**
1. Have you ever been convicted of a felony? **Failure to disclose any such convictions regardless of when the conviction occurred could result in disciplinary action, including but not limited to a minimum of $500 civil fine.**	☐	☐
2. Have you ever been convicted of a misdemeanor? **Failure to disclose any such convictions regardless of when the conviction occurred could result in disciplinary action, including but not limited to a minimum of $500 civil fine.**	☐	☐
3. Have you ever been notified of any charges, complaints or other actions filed against you by any criminal prosecution authority?	☐	☐
SECTION IV	**Yes**	**No**
1. Have you committed any immoral or dishonorable acts that would evidence unfitness to practice your profession?	☐	☐

2. Have you practiced your profession: • Fraudulently? • Beyond your authorized scope? • With gross incompetence or gross negligence? • In a pattern of incompetent or negligent conduct?	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
3. Have you permitted, aided, or abetted the practice of any profession by a person not credentialed to do so?	☐	☐
4. Have you used untruthful, deceptive, or misleading advertising?	☐	☐
5. Have you been convicted of fraudulent or misleading advertising, or of violating the Uniform Deceptive Trade Practices Act?	☐	☐
6. Have you unlawfully distributed intoxication liquors, controlled substances, or drugs?	☐	☐
7. Have you violated: • The Uniform Credentialing Act? • Mandatory Reporting Regulations? • The Uniform Controlled Substances Act?	☐	☐
8. Have you invaded a field of practice for which you are not credentialed?	☐	☐
9. Have you committed any acts of unprofessional conduct relating to your profession? (Refer to the Practice Act and Regulations for Dentistry.)	☐	☐
10. Have you been denied the right to take a Credentialing Examination?	☐	☐

SECTION F – ATTESTATION

An individual who practices prior to issuance of a credential is subject to assessment of an Administrative Penalty of $10 per day up to $1,000, or such other action as provided in the statutes and regulations governing the credential.

1	I have practiced your profession in Nebraska since I last held an active credential?	☐ Yes ☐ No
2	If yes, what are the actual number of days you practiced in Nebraska and what is the business name, location and telephone number of the practice:	# of days: _____ Name of Business: City:

Lawful Presence in the United States Attestation:

For the purpose of complying with Neb. Rev. Stat. §38-129, I attest as follows:

*Please check **ONLY ONE** of the boxes below:*

☐ I am a citizen of the United States; or

☐ I am an alien lawfully admitted into the United States who is eligible for a credential under the Uniform Credentialing Act; or

☐ I am a non-immigrant lawfully present in the United States who is eligible for a credential under the Uniform Credentialing Act..

Alien or Non-immigrant Status: If you are a qualified alien lawfully admitted into the United States OR a non-immigrant lawfully present in the United States, you must submit evidence of lawful presence which may include a copy of:

1. A "Green Card" otherwise known as a Permanent Resident Card (Form I-551), both front and back of the card; or
2. An unexpired foreign passport with an unexpired Temporary I-551 stamp bearing the same name as the passport; or
3. A document showing an Alien Registration Number ("A#"), an Employment Authorization Card/Document is **NOT** acceptable; or
4. A Form I-94 (Arrival-Departure Record).

Your credential will **NOT** be issued until such proof is received by our office and your documents are verified by our office through the Department of Homeland Security. This process may take four to six weeks.

Application Attestation: I further attest that:

1. I have read the application or have had the application read to me;
2. All statements on the application are true and complete; and
3. I am of good character.

Print Name: _____

Signature: _____ Date: _____