

CONTINUING EDUCATION FOR DENTISTS

CT State Dental Association ♦ Frequently Asked Questions

We put this Q & A together to help you better understand your CE requirements and learn how we help you satisfy them. Additional information is available 24/7 on our website: www.csda.com

Q: As a CT dentist, what are my CE requirements for license renewal?

A: The State of CT mandates that licensed dentists must earn a minimum of 25 hours every two years commencing on the first date of license renewal.

Q: What are the Mandatory courses I am required to take?

A: The State of CT requires that of the 25 total hours, at least one hour of training be in each of the following areas: 1) infectious disease (including immune deficiency syndrome and human immunodeficiency virus), 2) access to care, 3) risk management, 4) care of special needs patients, and 5) domestic violence (including sexual abuse).

Q: Do online or distance education courses qualify for CE credit?

A: The State of CT does accept this method of continuing education. Whichever method you choose, make sure you are taking courses from a qualified and reputable provider.

Q: Do I submit proof of completion of my CE courses when I renew my license?

A: No. You must retain your records yourself for a minimum of three years from date of completion. Upon request by the Department of Public Health, licensees must be able to submit certificates within 45 days. Failure to comply is subject to disciplinary action.

Q: I just became licensed, when is my first CE requirement deadline?

A: A licensee who is applying for license renewal for the first time is exempt from continuing education requirements until the next renewal period.

Q: Where can I obtain a complete copy of the CT laws and regulations governing the dental profession?

A: For more information on licensure, continuing education, and fees, visit the State of CT's website: www.ct.gov/dph and click on "Health Care Practitioner Licensing".

Q: How do I make sure I get credit for courses I took through CSDA?

A: The CSDA uses an ADA card swiping system for our courses. If you have an ADA card, be sure to have it swiped when you arrive to a course. If you do not have your ADA card, you must obtain a CE Verification Form at the registration desk. Print your personal information and the code given at the end of the class on the form and retain this form for your records. Do NOT turn it in or mail it to the CSDA.

Q: How do I receive confirmation that I am registered for a CSDA course?

A: Due to the popularity and size of our courses, confirmation and other important course information is sent via e-mail only. Please make sure you provide a current e-mail address when you register.

Q: What do I bring with me the day of class?

A: Please be sure to bring your ADA card with you so it can be swiped for proof of attendance and to obtain CE credit. If you are a Package Program Member, remember to bring your badge so you do not have to wait in line at the registration desk. Finally, due to the size of our courses, we ask you to download and print course handouts to help us keep expenses down. Course handouts are available approximately two weeks before each course on our website in the “CE Login” area.

Q: How do I show proof of completion for courses I took through the CSDA?

A: Following every CSDA class, information is transmitted into our database using your ADA number. It is then uploaded to the “CE Login” section of our website. As long as you have your ADA number handy, you can access, view and print your records anytime. Remember, you do not send these records in when you renew your license.

Q: I forgot to have my card swiped or complete a CE Verification Form at a class I recently took. How can I get credit?

A: Requests for credit after the date of the course will not be granted so please make sure you follow the procedures previously outlined.

Q: I took a course with another Provider, how do I submit them to the CSDA so they can be added to my transcript?

A: The CSDA only keeps record of CE courses we offer. If you took a course with another Provider, simply retain your certificate of completion for your records.

Q: How do I make sure the AGD receives record of my CSDA coursework?

A: If you are a member of the Academy of General Dentistry and the CSDA has your AGD number, CSDA course/credit information will be submitted to them on a monthly basis.

Q: How can I learn more about the courses that are offered through the CSDA?

A: Visit the “Continuing Education” page of our website for more information and to register for courses. Each year the CSDA offers an exceptional CE program with the most sought after speakers in the industry. The Annual Meeting in May is also an excellent way to make sure you are up-to-date on the latest trends and earn credits.



Determining Your Continuing Education Deadline – Sample Scenario

Based on the State of CT's statute concerning licensed dentists, each licensee must complete a minimum of 25 hours every two years (including the five mandatory topics), commencing on the first day of license renewal. Each licensee is on a different renewal and CE cycle and it is based on date of birth. Here is a sample scenario:

Dr. D's date of birth is 3/10/70. According to the law, he must be in compliance with CEU requirements as of his first license renewal after 10/1/07. Dr. D's first license renewal after 10/1/07 would be the one due on 3/31/08 (the license due date is always the last day of the licensee's month of birth). Therefore, his first two-year CEU period would end on 3/31/08. During the two years ending on 3/31/08, he would need to have completed all 25 contact hours, including the five mandatory topics (one hour each).

The next two-year CEU period would end on 3/31/10. Again, all 25 contact hours, including the five mandatory topics, would need to be completed within the two years ending on 3/31/10. After that, the cycle continues on 3/31/12, 3/31/14, etc.

This example can be applied to any practitioner by first determining when the individual's first license renewal after 10/1/07 would have occurred. That date is the end date of the first two-year CEU period for that practitioner.