



STATE OF IOWA

IOWA DENTAL BOARD

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

JILL STUECKER
EXECUTIVE DIRECTOR

SEDATION PERMIT RENEWAL NOTICE

Please read carefully

June 30, 2016

It is time to renew your moderate sedation or general anesthesia permit. You now have the option to renew your permit online and pay with a credit card. Your permit may be renewed **beginning July 1st, 2016**. **Licenses/ permits lapse on November 1st, if not renewed.**

We would encourage you to renew online, which will allow you to fully complete the renewal of your permit. Online renewals are processed immediately, in real time, with confirmation indicating your permit's new expiration date. Renewal cards will print and be mailed to you within 3-5 business days.

The online system will begin accepting renewals on July 1st. Please be mindful of the following:

- Renew your Iowa dental license prior to attempting to renew your sedation permit.
- Renewal of your Iowa sedation permit requires you to submit a separate renewal application and payment.

Please note: Fees paid to the Board will NOT be refunded pursuant to Iowa Administrative Code 650—Chapter 15. Carefully review all fees prior to making payment.

Facilities

Iowa Administrative Code 650—Chapter 29 requires facilities, where moderate sedation or deep sedation/general anesthesia, services are being provided to be properly equipped. Therefore, facilities are subject to inspection. If you are providing sedation in a new location, which has not been previously inspected, or have added a new facility to your practice, please submit this information in writing to the Board office. You may email or fax this information to the Board. We recommend that any changes or additions to your facilities be submitted prior to the submission of your sedation permit renewal. In order for your facilities to be listed correctly as part of your renewal, Board staff must update this information in the database. *While you may add locations to your addresses of record, this is not sufficient to document the facilities at which you are providing moderate sedation or deep sedation/general anesthesia.* If you should have any questions, please contact Christel Braness at Christel.Braness@iowa.gov, or 515-242-6369.

Reminder: Change in Equipment Requirements

Dentists providing deep sedation/general anesthesia are required to have capnography machine at all locations where these services are provided.

Dentists providing moderate sedation are required to have either a capnography machine, a pretracheal stethoscope, or a precordial stethoscope at all locations where those services are provided.

ACLS/PALS Certification

You will be asked to acknowledge that you have a valid ACLS/PALS certification, and to provide a date of expiration. ACLS/PALS certification courses must include a “hands-on,” clinical component.

Paper Renewal Applications; Payment by Check/Money Order

We hope you take advantage of the online system; however, if you prefer to renew on paper, you may print a renewal form at <http://www.dentalboard.iowa.gov/forms/index.html>. Please allow 2-4 weeks for processing and delivery of your renewal cards.

If you prefer to file a paper application, you must submit the following to the board office:

- Completed renewal application must be postmarked on or before August 31, 2014.
- A check or money order payable to the Iowa Dental Board for the amount of the renewal fee. The board office does NOT accept cash or credit cards for paper applications.
- Incomplete applications will be returned to the licensee.

Sedation permits, which have not been renewed by November 1, 2016 will lapse and become invalid for practice. Prior to resuming moderate/deep sedation or general anesthesia services in Iowa, a lapsed permit would need to be reinstated to active status.

Continuing Education Requirements

To renew, you are required to have a minimum of 6 hours of continuing education in the area of sedation, completed between September 1, 2014, and August 31, 2016. These hours may also be applied towards the renewal of your Iowa dental license. Please be advised that you do NOT have to submit proof of your continuing education with your renewal forms.

Need Help with Renewal?

If you need assistance in accessing or filing your renewal application, the board office staff is here to help during the following hours: Monday –Friday, 8:00 a.m. – 4:30 p.m.

IDB IT Help Desk: IDB.Helpdesk@iowa.gov

Telephone: 515-242-6369