

APPLICATION FOR NORTH CAROLINA DENTAL INTERN PERMIT

MATERIALS TO BE SUBMITTED

(Detach and Retain for Your Records)

The Board recommends that the materials listed below be submitted with your application; however, if needed, they may be sent directly to the Board office directly from the entity via mail or via email to applications@ncdentalboard.org.

It is your responsibility to review applicable statutes and rules to determine whether you are eligible to apply for this type of licensure!

1. Completed application – (Incomplete applications MAY BE DELAYED)
2. Permit Fee - \$150.00 **CHECK OR MONEY ORDER ONLY** (Payable to: NC State Board of Dental Examiners) *“If your check is not paid on presentment or is dishonored, you agree to pay the amount allowed by state law. We may electronically debit or draft your account for this charge. Also, if your check is returned for insufficient or uncollected funds, your check may be electronically represented for payment.”*
3. An official final transcript from your dental school should accompany this application in a sealed school envelope or it may be sent directly from the School’s Registrar’s office.
4. One (1) passport-size photograph glued to the application form. Do NOT send Polaroid snapshots.
5. Letter from supervising dentist
6. The Certificate of Licensure form must be completed by each state that you are or have ever been licensed in a health care related field (dentistry, dental hygiene, nursing, etc.). This form should be mailed directly from the Board by which you are licensed or may accompany your application in a sealed envelope from that Board office. (Copies of your license or renewal certificates are NOT acceptable.)
7. Applicants licensed to practice dentistry in another state/jurisdiction must submit a National Practitioner Data Bank Report. Please contact the National Practitioner Data Bank at www.npdb-hipdb.hrsa.gov or 1-800-767-6732. When you receive the report, please forward it to the Board office.
8. A signed release form, completed Fingerprint Record Card, and other such form(s) required to perform a criminal history check at the time of application. (These forms may be requested from our office by emailing your mailing address to info@ncdentalboard.org.)

Please contact the Board office if you have any questions regarding this application.

Address: 2000 Perimeter Park Dr., Suite 160, Morrisville, NC 27560

E-mail Address: info@ncdentalboard.org

Web Address: www.ncdentalboard.org

Phone Number: (919) 678-8223

Fax Number: (919) 678-8472

****Please note that once your application is received by the Board office, the process takes at least 90 days.****

NORTH CAROLINA STATE BOARD OF DENTAL EXAMINERS

APPLICATION FOR DENTAL INTERN PERMIT

A photograph of you, not less than 2x2 (snapshot not acceptable) taken not more than six months prior to the date of application, must be securely glued (NOT STAPLED) to this space and must NOT be larger than the space provided. A passport photograph is acceptable.

PLEASE TYPE OR PRINT LEGIBLY

Each question must be answered fully, truthfully and accurately. All supporting data requested must accompany this application. If the space for any answer is insufficient, you must complete your answer on a rider signed by you, specifying the number of the question to which it relates and enclosing it with this application. **DO NOT SEPARATE THIS FORM AND DO NOT STAPLE ENCLOSURES TO THIS APPLICATION !**

It is the responsibility of each applicant to review applicable statutes and rules to determine eligibility for licensure prior to applying for a North Carolina Dental or Provisional license. Statutes and rules are available on the Board's website or by calling (919) 678.8223.

Proposed Practice Location: _____
(Institution) (City)

1. _____
(First Name in Full) (Middle/Maiden) (Last Name in Full)

(Present Street Address) (City) (State) (Zip) (County)

(Permanent Street Address) (City) (State) (Zip) (County)

2. Preferred mailing address: ___ Present ___ Permanent

3. Telephone number (day): () _____ Email address: _____

4. Have you ever been known by another name? ___ Yes ___ No

If yes, state in full every other name by which you have been known: (If change was made by a Court Order, enclose a certified copy of such Order) _____

5. Age: _____ Date of Birth: ___/___/___ Place of Birth: _____

6. Are you a citizen of the United States of America? ___ Yes ___ No

7. Social Security Number: _____ - _____ - _____

8. Are you (check one): ___ Single ___ Married ___ Divorced

9. Please list all resident addresses for the past 10 years (Attach a separate sheet if necessary):

CITY	STATE	DATES RESIDED

10. Name two individuals who will always know your address:

Name: _____

Name: _____

Address: _____

Address: _____

Phone:() _____

Phone:() _____

11. Have you ever filed for bankruptcy? ____ Yes ____ No If yes, please explain: (Attach a separate sheet if necessary): _____

12. Please list any current and past drivers licenses you have maintained:

(DL#) _____ (State) _____ (Dates Maintained) _____

(DL#) _____ (State) _____ (Dates Maintained) _____

13. a) Have you previously applied for the dental examination given in North Carolina? ____ Yes ____ No
If yes, give date(s): _____

b) Have you previously applied for any dental permit in North Carolina? ____ Yes ____ No
If yes, please provide dates and type of dental permit _____

c) Have you failed an examination given by North Carolina or another Board? ____ Yes ____ No
If yes, please give Board(s) and date(s): _____

d) Have you ever been refused any examination given by North Carolina or another Board? ____ Yes ____ No
If yes, give Board(s) and date(s): _____

e) Have you taken the Dental National Board Examination? ____ Yes ____ No ____ Pending
If yes or pending, please list date(s): _____

f) Have you ever failed the Dental National Board Examination: ____ Yes ____ No
If yes, please list date(s): _____

14. Please list all jobs held within the past 10 years, other than dentistry, and, if terminated or asked to leave from that position, please explain. (Attach a separate sheet if necessary)

OCCUPATION	EMPLOYER W/ ADDRESS & PHONE	DATE OF EMPLOYMENT	REASON FOR LEAVING

15. I am currently or have been licensed to practice dentistry in the following jurisdictions: (Recent GRADUATES GO TO QUESTION 19)

Jurisdiction (State/Province/Territory)	How Licensed . (Exam, Reciprocity)	License/Permit Number	Date of Issuance	Years of Practice

16. As a dentist, a member of any professional or other organization, or as a holder of any public office:

a) Have you been suspended or otherwise disqualified or have a pending appeal of a determination of suspension or disqualification? ___ Yes ___ No

b) Have you been reprimanded, censured or otherwise disciplined, or have a pending appeal of a reprimand, censure or other disciplinary action? ___ Yes ___ No

c) Have any charges or complaints, formal or informal, been made or filed against you, or have any proceedings been instituted against you? ___ Yes ___ No

d) Have you ever been reported to the National Practitioner Data Bank or the HIP (Health Care Integrity and Protection) Data Bank? ___ Yes ___ No

If your answer is yes to any of the foregoing questions, for each occurrence furnish a written statement giving the complete facts and state as to each case 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.

17. Are you a Diplomate, board-eligible or declared specialist in any branch of dentistry? ___ Yes ___ No If yes, give specialty and how qualified _____

18. Have you undertaken any post graduate training or refresher course other than continuing education courses since receiving your dental degree? ___ Yes ___ No If yes, give place, date, and courses: _____

19. Have you been dropped, suspended, expelled, or disciplined by any school or college for any cause whatsoever? ___ Yes ___ No If yes, on a separate sheet of paper list date, school and nature of cause.

20. Have you ever been denied admission to any college or school for cause that reflects adversely on your character? ___ Yes ___ No

21. Have you ever served in the armed forces of the United States or any other country?

_____ Yes _____ No

a) Have you separated from such services? _____ Yes _____ No

b) State nature of separation _____

c) If other than honorable, furnish a written statement, specifying type thereof, and circumstances surrounding your release.

d) State inclusive dates of service _____

e) In the armed services, have any charges or complaints, formal or informal, been made or filed against you, or have any proceedings ever been instituted against you, or have you ever been a defendant in any court martial? _____ Yes _____ No

If yes, please attach on a separate sheet of paper date and explanation or each incident.

f) Have you registered under the Selective Service Act of 1948? _____ Yes _____ No

22. Have you ever:

a) been summoned to court or before a magistrate for the violation of any law or ordinance or for the commission of any felony or misdemeanor? _____ Yes _____ No

b) been arrested for the violation of any law or ordinance or for the commission of any felony or misdemeanor? _____ Yes _____ No

c) been taken into custody for the violation of any law or ordinance or for the commission of any felony or misdemeanor? _____ Yes _____ No

d) been indicted for the violation of any law or ordinance or for the commission of any felony or misdemeanor? _____ Yes _____ No

e) been convicted or tried for the violation of any law or ordinance or for the commission of any felony or misdemeanor? _____ Yes _____ No

f) been charged with the violation of any law or ordinance or for the commission of any felony or misdemeanor? _____ Yes _____ No

g) pleaded guilty to the violation of any law or ordinance or for the commission of any felony or misdemeanor? _____ Yes _____ No

If your answer is yes to any of the foregoing questions, attach a statement describing fully the nature of any such matters, with complete facts, disposition of the matter, and the name and address of the authority in possession of the records thereof. Only traffic violations unrelated to alcohol or drugs may be excluded from this answer.

23. Do you currently have any condition or impairment that in any way affects your ability to practice dentistry in a competent, ethical, and professional manner? (If you are an anonymous participant in the NC Caring Dental Professionals and are in compliance with your agreement, you may answer "no" to this question.) Yes No

24. If your answer to the previous question is yes, are the limitations caused by your condition or impairment reduced or ameliorated because you receive ongoing treatment or because you participate in another monitoring or support program? Yes No

If your answer to either of the previous questions is yes, complete the separate **following forms** for each service provider that has assessed or treated any such condition or impairment. Duplicate **forms** as needed. As used in the previous questions, “currently” means recently enough that the condition or impairment could reasonably affect your ability to function as a dentist.

Notice

The NC State Board of Dental Examiners recognizes that licensees encounter health conditions, including those involving mental health and substance use disorders, just as their patients and other health care providers do. The Board expects its licensees to address their health concerns and ensure patient safety. Options include seeking medical care, self-limiting the licensee's dental practice, and anonymously self-referring to the NC Caring Dental Professionals, a dental advocacy organization dedicated to improving the health and wellness of dental professionals in a confidential manner. The failure to adequately address a health condition, where the licensee is unable to practice dentistry within reasonable skill and safety to patients, may result in the Board taking action against the license to practice dentistry as required by NC General Statute 90.41 (a)(2) and (a)(7). Other resources for addressing disorders that may impact fitness to practice are available at www.nccaringdental.com.

25. If you have been admitted to practice in any jurisdiction, provide the following certification and make a complete statement of all your practice since graduation to date. Include temporary or part-time work. Indicate:
- 1) The dates during which your employed as a dentist or engaged in practice.
 - 2) The addresses of the offices or places at which you were so employed or engaged, and the names and addresses of all employers, partners, associates or persons sharing office space, if any. (Attach sheet if necessary.)
 - 3) The nature of your practice. (General dentistry or specialty)
 - 4) The reason for the termination of each employment or period of private practice.

FROM	TO	NAME/ADDRESS EMPLOYER/ASSOC.	NATURE OF PRACTICE	REASON FOR LEAVING

26. a) Do you now or have you ever held any other healthcare license? (Example: medical, dental hygiene, chiropractic, etc.) Yes No
If yes, give type of license, State, and dates held _____
b) Has this license ever been suspended or revoked? Yes No
If yes, give dates and reasons _____
27. Have your hospital privileges (for any license) ever been revoked or suspended? Yes No
If yes, give dates, locations and reasons _____
28. a) Have you ever held a DEA license? Yes No
b) Has your DEA license ever been revoked, suspended or surrendered? Yes No
If yes, give dates, locations and reasons _____

PRE-DENTAL EDUCATION

NAME AND LOCATION OF SCHOOL ATTENDED	PERIOD OF ATTENDANCE (i.e. Sept. 1990 to Sept. 1994)
1st Year	
2nd Year	
3rd Year	
4th Year	

I received the degree of _____ from _____ on
 (College or University) the _____ day of _____
 (Date) (Month/Year)

****Photocopies of pre-dental transcripts are acceptable and should accompany this application or may be sent directly from the school to the office of the Board of Dental Examiners.**

DENTAL EDUCATION

NAME AND LOCATION OF SCHOOL ATTENDED	PERIOD OF ATTENDANCE (i.e. Sept. 1990 to Sept. 1994)
1st Year	
2nd Year	
3rd Year	
4th Year	

I received the degree of _____ from _____ on the
 (College or University) _____ day of _____
 (Date) (Month/Year)

****An official FINAL transcript of dental college credits which includes the graduation date, degree received, school seal, and Registrar's signature should accompany this application in a sealed school envelope or sent directly by the School's Registrar's office.**

29. In addition to the foregoing, I add the following:

- a) I solemnly declare upon my honor that if granted an intern permit to practice dentistry in North Carolina, I shall respectfully comply with all laws regulating the practice of dentistry in this State, and will do my best to uphold and maintain the ethics of the profession.
- b) I hereby give permission to the North Carolina State Board of Dental Examiners to secure additional information concerning me or any statement in this application from any person or any source the Board may desire. I further agree to submit to questions by the Board or any member or employee thereof, and to substantiate my statements if desired by the Board.
- c) I have attached the required application fee. **(DO NOT SEND CASH)** I understand that the application fee will be returned only if this application is not accepted by the Board.

In order to determine my suitability for an intern permit to practice dentistry in North Carolina, I understand that the North Carolina State Board of Dental Examiners must make a thorough investigation of my personal records and employment history. It is in the public's best interest that any and all relevant information concerning my personal and employment history be disclosed to the North Carolina State Board of Dental Examiners. Therefore, I do hereby request and authorize any former and present employers, educational institutions, doctors or other health care professionals including mental health, alcohol treatment centers, hospitals or other repositories of medical records, government agencies, criminal and civil courts, including any private law firms and or certification/licensing boards or commissions, any other individual agency or firm to produce and provide true copies of any and all information and documents, including but not limited to privileged or confidential documents to the Board regarding myself.

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 which he thereby acquired; and I hereby consent that he may disclose such knowledge or information to the North Carolina State Board of Dental Examiners.

Moreover, I hereby release the Board from any civil or criminal liability whatsoever for seeking such requested information and for evaluating such information as it relates to my application and potential permit. I hereby release the issuing agency and its agents, both individually and collectively from any and all liability for damages of whatever kind, which may at any time result because of compliance with this request.

I further waive all rights to inspect or review any and all information compiled in reference to any investigation or application for an intern permit. I do further hereby authorize the Board, its agents and employees, to release true copies of any and all information to any agency or entity regulating the licensing authority of the practice of dentistry.

I hereby acknowledge that this authorization is truly voluntary and is valid for one (1) year or until the application and/or investigation process has been completed. A true copy of this document is considered valid, just as the original.

I understand that this application is a continuing application and that I must provide full and correct answers to the questions herein. I will notify the Board of any changes relating to any matter inquired about herein.

I understand that failure to provide full and correct answers and/or failure to update my responses will be grounds for denial of my application or revocation of my license.

I have read and fully understand the above statements.

_____ (Signature)

_____ (Print Name)

I, _____, the applicant herein depose and say that all facts, statements, and answers contained in this application are true and correct to the best of my knowledge. I am not omitting any information which might be of value to this Board in determining my qualifications and character, whether it is called for or not; and I agree that any falsification or withholding of information or facts concerning my qualifications as an applicant shall be sufficient to bar me from receiving an intern permit, and such falsification or withholding shall serve as sufficient grounds for the suspension or revocation of my North Carolina dental intern permit even though it is not discovered until after issuance.

(Signature)

State/Territory/Jurisdiction of _____

County/Province of _____

I _____, a Notary Public for said County/Province and State/Territory/Jurisdiction, do hereby certify that _____ personally appeared before me this the _____ day of _____, _____ and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ day of _____, _____.

Notary Public

My commission expires: _____

(SEAL)

North Carolina Law now requires that all applicants and those renewing a license respond to the following statement:

Public Notice Statement

required by N.C. Gen. Stat. § 143-764(a)(5), effective December 31,2017

Any worker who is defined as an employee by N.C. Gen. Stat. §§ 95-25.2(4)(NC Department Of Labor), 143-762(a)(3)(Employee Fair Classification Act), 96-1(b)(10)(Employment Security Act), 97-2(2)(Workers' Compensation Act), or 105-163.1(4)(Withholding; Estimated Income Tax for Individuals) shall be treated as an employee unless the individual is an independent contractor. Any employee who believes that the employee has been misclassified as an independent contractor by the employee's employer may report the suspected misclassification to the Employee Classification Section within the North Carolina Industrial Commission.

**Employee Classification Section
North Carolina Industrial Commission
1233 Mail Service Center
Raleigh, NC 27699-1233
Telephone: (919) 807-2582
Fax: (919)715-0282**

Email: emp.classification@ic.nc.gov

Employee misclassification is **defined** as avoiding tax liabilities and other obligations imposed by Chapter 95, 96, 97, 105, or 143 of the North Carolina General Statutes by misclassifying an employee as an independent contractor. *[N.C. Gen. Stat. § 143-762(5)]*

I certify that I have read and understand the Public Notice Statement from the North Carolina Industrial Commission appearing above regarding the classification of employees.

_____ **Yes**

_____ **No**

I further certify that I (_____ have) (_____ have not) been investigated for employee misclassification within the past three (3) years.

If you have been investigated for employee misclassification within the past three years, you must submit the results of that investigation to the North Carolina State Board of Dental Examiners before your license renewal will be considered complete.

DO NOT ALTER THIS FORM
Corrections/erasures VOID this form
Please use black or blue ink

To be used with Questions 23 and 24

Applicant's name _____

Name of institution, doctor, or counselor _____

Address _____

City _____ State _____ Zip _____

Country _____ Province _____

AUTHORIZATION TO RELEASE MEDICAL INFORMATION FORM

By signing below, I authorize the above provider to provide information, without limitation, relating to mental illness or the use of drugs and alcohol concerning advice, care, or treatment provided to me, to representatives of the Board of Dental Examiners of the State of North Carolina who are involved in conducting an investigation into my moral character, professional reputation, and fitness for the practice of law. I understand that any such information as may be received will be reported only to the admitting authority. The information will be used or disclosed at my request. This authorization will expire one year from the date of my notarized signature below. A photocopy of this form is acceptable for purposes of obtaining this information.

I hereby release, discharge, and exonerate the Board of Dental Examiners of the State of North Carolina, its agents and representatives, the admitting authority, its agents and representatives, and the above named provider, its agents and representatives so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of any documents, records, and other information, or out of the investigation made by the Board of Dental Examiners of the State of North Carolina or by the admitting authority.

I am not required to sign this authorization in order to receive treatment from the above provider. I have the right to refuse to sign this authorization. When my information is used or disclosed pursuant to this authorization, it may be subject to redisclosure by the recipient and may no longer be protected by the federal HIPAA Privacy Rule. I have the right to revoke this authorization in writing except to the extent that the provider has acted in reliance upon this authorization. My written revocation must be resubmitted to the Director of Investigations at the address of the provider above.

Signature of Applicant *Date*

STATE/DISTRICT OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this _____ day
of _____, _____
Month *Year*

Signature of Notary
My commission expires _____

Seal or stamp must be affixed to each original.

The Board of Dental Examiners of the State of North Carolina is aware of HIPAA requirements.

To be used with Question 23 or 24

DESCRIPTION OF CONDITION OR IMPAIRMENT FORM

Name _____
First Middle Last Suffix

Relevant dates: From Mo/Yr _____ To Mo/Yr _____

Describe the condition or impairment _____

Describe any treatment, or any program that includes monitoring or support _____

Name and complete address of attending physician or counselor (if applicable):

Name of physician or counselor _____
Physician's or counselor's current address _____

City _____ *State* _____ *Zip* _____ *Country* _____

Province _____
Telephone (____) _____

Name and complete address of hospital or institution (if applicable):

Name of hospital or institution _____
Hospital's or institution's current address _____

City _____ *State* _____ *Zip* _____ *Country* _____

Province _____
Telephone (____) _____

The Board of Dental Examiners of the State of North Carolina is aware of HIPAA requirements.