



COLORADO

Department of
Regulatory Agencies

Division of Professions and Occupations

Management Branch
Office of Licensing

Minimal (MINS), Moderate (MODS) and/or Deep Sedation/General Anesthesia (GEN) Application Checklist

Information about the application process and how you will be contacted

An Application Specialist will review your application based on the information you supply. If your application is incomplete, you will be contacted via the email address you provided. To monitor the status of your application, visit Online Services: apps.colorado.gov/dora/licensing/Default.

Disclosure of Addresses: Consistent with Colorado law, all addresses and phone numbers on record with the Division of Professions and Occupations (DPO) are public record and must be provided to the public when requested. It is your responsibility to keep your address and contact information current in our system. Your email address is not open to public record, but must be provided at the time you register an account. If your email address is not current, it is possible you will not receive important information from DPO. You can change your address, email address and other information online by using Online Services: apps.colorado.gov/dora/licensing/Default.

Application Expiration: Your application will be kept on file for one year from date of receipt in the Division of Professions and Occupations. Your file and all supporting documentation will be purged if you do not submit required documents and complete your application process in one year. You will need to resubmit a new application packet and fee after that time.

If you submitted an application within the last year and were notified that you did not meet the requirements and you are submitting an update, you do not need to complete a new application or submit additional fees.

To obtain a minimal, moderate or deep sedation/general anesthesia permit, you must:

- ☐ **Pay the Required Fee:** You must pay the appropriate application processing fee(s) with a credit card or electronic check to complete the application process. All fees are non-refundable and are subject to change.
 - **Minimal Sedation fee:\$45**
 - **Moderate Sedation fee:\$160**
 - **Deep Sedation/General Anesthesia: \$150**
- ☐ **Hold an active license as a dentist in Colorado:** You must hold an active Colorado license in good standing as a dentist in order to obtain a permit to administer minimal, moderate or deep sedation/general anesthesia.

If you are applying for a permit to administer moderate or deep sedation/general anesthesia, you must also:

- ☐ Complete a clinical on-site inspection as a condition of obtaining an anesthesia permit before you begin administering sedation/anesthesia to patients in Colorado. The Inspection Permit may only be utilized for purposes of completing the Board-approved clinical on-site inspection. Refer to the Inspector Report Form on the Applications and Forms webpage for more detailed information about the inspection process: www.colorado.gov/dora/Dental_Applications_Docs#Dentist
- ☐ **Submit proof of current BLS:** You must provide proof of current Basic Life Support certification (BLS) for healthcare providers that meet the requirements of Rule III(G)(7). You may review the laws and rules on the Laws, Rules and Policies webpage: www.colorado.gov/dora/Dental_Laws.



If you wish to administer to anyone more than 12 years in age, you must also:

- ☐ **Submit proof of current ACLS:** You must provide proof of current Advanced Cardiac Life Support (ACLS) training and certification. It is your responsibility to keep this certification current. You may review the laws and rules on the Laws, Rules and Policies webpage: www.colorado.gov/dora/Dental_Laws.

If you wish to administer to anyone less than 12 years in age, you must also:

- ☐ **Submit proof of current PALS:** You must provide proof of current Pediatric Advanced Life Support (PALS) training and certification. It is your responsibility to keep this certification current. You may review the laws and rules on the Laws, Rules and Policies webpage: www.colorado.gov/dora/Dental_Laws.
- ☐ **List and verify other Licenses:** You will be asked to list ALL permits you hold or have held to administer anesthesia. It is preferred that you provide scanned copy verification from the other state or jurisdiction website at the time of application. Otherwise, arrange for verification to be sent to the Office of Licensing – Dental Licensure at the address on the bottom of this page. However, mailing verification(s) may delay processing of your application. Verification(s) must indicate whether or not you have ever had disciplinary action taken against your license(s). A copy of the permit(s) will not suffice.
- ☐ **Provide your Social Security Number or an Affidavit:** As of January 1, 2009, a Social Security Number is required for all licensees. Exceptions are made for foreign nationals not physically present in the United States and for non-immigrants in the United States on student visas who do not have a Social Security Number. These applicants must submit a signed Social Security Number Affidavit in lieu of a Social Security Number. The Social Security Number Affidavit is available on the Division of Professions and Occupations (DPO) website: www.colorado.gov/dora/DPO_Update_Contact.
- ☐ **Provide Name Change Documentation (if applicable):** If you already have another type of license in Colorado and your name has since changed, you are presenting documentation for licensure with a previous name, or if any required documentation has a different name on it, you will be required to upload proof of your name change.
- ☐ **Answer the Screening Questions:** You will be asked a series of screening questions related to your criminal history or complaints filed against you in other jurisdictions (if applicable). This may require you to upload court documents or other material. Please review DPO's information regarding the disclosure of criminal history contained within these instructions.

You must submit appropriate documentation of your education/training/experience based on type of permit you wish to obtain as follows:

For Minimal Sedation, you may demonstrate education/training/experience in ONE of the following ways:

- ☐ Successful completion of a specialty residency or general practice residency recognized by the Commission on Dental Accreditation (CODA) that includes comprehensive and appropriate training to administer and manage minimal sedation; **OR**
- ☐ Educational criteria for a moderate or deep sedation/general anesthesia permit; **OR**
- ☐ A minimum of 16 hours of Board-approved coursework within the past five years that provides training in the administration and induction of minimal sedation techniques and management of complications and emergencies associated with sedation commensurate and the American Dental Association (ADA) 2012 "Guidelines for Teaching Pain Control and Sedation to Dentists and Dental Students";
 - The coursework must contain an appropriate combination of didactic instruction and practical skills training.
 - You must submit for Board approval documentation of the training course(s) to include, but not be limited to, a syllabus or course outline of the program and a certificate or other documentation from course sponsors or instructors indicating the number of course hours, content of such courses and date of successful completion.



- Course content leading to current Basic Life Support (BLS) and/or Advanced Cardiac Life Support (ACLS) and/or Pediatric Advanced Life Support (PALS) cannot be considered as part of the 16 hours of classroom and clinical instruction; **OR**
- ☐ The Board may consider qualifications accepted in another state or jurisdiction that resulted in a comparable permit to be issued by that state/jurisdiction which is substantially equivalent to the requirements for a Minimal Sedation in Colorado. At a minimum, you must demonstrate that you successfully administered minimal sedation in 20 cases within the last two years immediately preceding submission of this application and have had no discipline, morbidity to a patient requiring hospital admission, or patient mortality associated with the administration of sedation.

For Moderate Sedation, you may demonstrate education/training/experience in ONE of the following ways:

Education Only Route: Submit documentation of successful completion of ONE of the following:

- ☐ A specialty residency or general practice residency recognized by the CODA that at a minimum includes a comprehensive and appropriate training to administer and manage moderate sedation; **OR**
- ☐ 60 hours of training in the administration and induction of moderate sedation techniques and management of complications and emergencies associated with sedation commensurate with the American Dental Association (ADA) 2012 2012 “Guidelines for Teaching Pain Control and Sedation to Dentist and Dental Students”; **PLUS**
- ☐ Sedation cases performed by you on 20 unique patients that were completed as part of the residency where you were both the primary provider of the sedation and the direct provider of dental care.

-OR-

Education and Experience Route: Submit documentation of successful completion of BOTH education and experience listed below:

Education:

- ☐ 60 hours of Board-approved coursework completed within the past five years that provides training in the administration and induction of moderate sedation techniques and management of complications and emergencies associated with sedation commensurate with the American Dental Association (ADA) 2012 2012 “Guidelines for Teaching Pain Control and Sedation to Dentist and Dental Students.”
- ☐ Coursework must include appropriate combination of didactic instruction and practical skills training. Coursework must also include documented training in parenteral techniques in order to perform parental sedation once a Moderate Sedation permit is issued.
- ☐ You must submit for Board approval documentation of the training course(s) to include, but not be limited to, a syllabus or course outline of the program and certificate or other documentation from course sponsors or instructors indicating the number of course hours, content of such courses and date of successful completion.
- ☐ Course content leading to current Basic Life Support (BLS) and/or Advanced Cardiac Life Support (ACLS) and/or Pediatric Advanced Life Support (PALS) cannot be considered as part of the 16 hours of classroom and clinical instruction; **AND**

Experience: Submit documentation of sedation cases performed by you on 20 unique patients that were completed as part of or separate from the Board-approved sedation training course:

- ☐ If completed as part of a Board-approved sedation training course, the time spent on cases does not count towards the 60-hour course requirement.
- ☐ If completed separate from the course, then all cases must be completed during the one year period immediately after completion of the approved training program.
- ☐ All of the cases must be performed and document under the on-site instruction and supervision of a person qualified to administer anesthesia at a deep sedation/general anesthesia level.
- ☐ You must be the primary provider of the sedation and directly provide dental care for all required coursework.
- ☐ Cases may be performed on live patients or as part of a hands-on high-fidelity simulation center or program; however, a maximum of 5 hands-on high-fidelity simulation cases may be accepted as part of the required sedation cases.



- ☐ All of the cases must meet the documentation and monitoring requirements for moderate sedation per Rule XIV(O) and XIV(P). The cases must meet generally accepted standards for the provision and documentation of moderate sedation in Colorado, regardless of where cases occurred.

-OR-

- ☐ The Board may consider qualifications accepted in another state or jurisdiction that resulted in a comparable permit to be issued by that state/jurisdiction which is substantially equivalent to the requirements for a Moderate Sedation permit in Colorado. At a minimum, you must demonstrate that you successfully administered moderate sedation in 20 cases within the last two years immediately preceding submission of this application and have had no discipline, morbidity to a patient requiring hospital admission, or patient mortality associated with the administration of sedation.

For Deep Sedation/General Anesthesia, you may demonstrate education/training/experience in ONE of the following ways:

- ☐ A residency program in general anesthesia that is approved by the Commission on Dental Accreditation (CODA), the Accreditation Council for Graduate Medical Education (ACGME) or any successor organization to CODA or ACGME; **OR**
- ☐ An acceptable post-doctoral training program (e.g., oral and maxillofacial surgery or dental anesthesiology) that affords comprehensive and appropriate training necessary to administer and manage deep sedation and general anesthesia commensurate with the American Dental Association (ADA) 2012 "Guidelines for Teaching Pain Control and Sedation to Dentist and Dental Students."



IMPORTANT NOTICE

TO: All Applicants

FROM: Director of the Division of Professions and Occupations

SUBJECT: Licensure and Criminal History

Thank you for your interest in becoming a licensed* professional within the Division of Professions and Occupations. Before you submit your application, please be aware of a few facts regarding criminal conduct, convictions, and disciplinary actions in other states.

The mission of the Division of Professions and Occupations is “public protection through effective licensure and enforcement.” One way the Division safeguards consumers is by issuing licenses to fully qualified, competent, and ethical applicants.

During the licensing process – and depending on the specific application – the Division may ask whether you have ever been disciplined in any state, arrested, charged, convicted, or pled guilty to a crime. An arrest, subsequent criminal conviction, or disciplinary action is not an automatic disqualification from licensure. Rather, the appropriate board or program will look at the facts surrounding the criminal conduct and disciplinary action in addressing your license application. You should know that licensure is a privilege, not a right. One thing you must do to obtain the privilege is to be complete and accurate in disclosing information on your application.

Be sure to list all relevant complaints, disciplinary actions, arrests, charges, or convictions in response to the appropriate licensure questions. **Failure to fully and accurately disclose requested criminal history information, alone, could constitute grounds for denial of your application or revocation of your license.** When requested, you must include information regarding prior conduct. This remains the case when the conduct is seemingly unrelated to the activities of a profession, and when the conduct involves deferred sentences or judgments.

Remember, even following licensure, you are still required to notify your professional licensing board or program about subsequent convictions and disciplinary actions in other states.

Please be aware that the Division conducts audits of its licensing database against several criminal and national disciplinary databases. This allows the Division to verify the truthfulness of your application and track subsequent criminal and disciplinary conduct after initial licensure. Keep in mind, your license will not necessarily be revoked, or your application denied, if you have been disciplined, arrested, charged or convicted. But, you will most likely be denied or revoked if you fail to disclose requested information.

**The word "license" is used as a general term. While most of the professions and occupations are licensed, others may be registered, certified, or listed. For precise terminology and requirements related to a profession or occupation, please consult the [website](#) of the appropriate board or program.*

