



## TEXAS STATE BOARD OF DENTAL EXAMINERS

333 Guadalupe, Tower 3, Suite 800, Austin, Texas 78701-3942  
Phone (512) 463-6400 Fax (512) 649-1658



# *TSBDE Licensing EXPO 2022 for Dental Hygiene Graduates*

We are pleased to announce we will be offering the option to all dental hygiene graduates to attend Licensing Expo for onsite application processing! Licensing Specialists will be on hand to help in the process. This provides recent graduates the opportunity to walk-in with the required documentation in hand for the Licensing Team to approve on the spot.

The Expo will take place **Monday, June 06, 2022** at the William P. Hobby Building, 333 Guadalupe St, Room 100 Austin TX 78701. TSBDE staff will begin processing applications at 7:30 AM. **Applicants will need to be checked in by 4:00 PM in order to receive same day processing.** We are expecting a high attendance rate, so you may experience a long wait time.

Attached is a checklist of documents you will need. Copy machines will not be available, so be sure to have all your documents together.

The status of the license will be Expired after it is first issued. You will receive a letter with instructions for paying the prorated initial renewal (activation) fee online. This letter will authorize you to practice for 30 days. This fee will activate the license by changing the license status to Active and updating the expiration date. The updated expiration date may be valid anywhere between 18-30 months. Once you pay your activation fee you should receive your new decorative wall license in the mail approximately 7-10 business days later.

Although it will not be required on the day of the event, we will have a computer station on hand for the licensee to complete the initial renewal process should they wish to activate the license. Wearing a mask is optional.

We look forward to seeing everyone at the Expo!

TSBDE Licensing Division



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### Dental Hygiene Application Checklist –

All documents must be on 8 ½ X 11 paper (excluding passport photo).

- Copy of Online Application Summary and Online Payment Summary. (Military Active Duty, Veterans and Military Active Duty Spouses do not pay an application fee).
- 1- 2x2 passport photo (No photo copies will be accepted).
- Copy of your driver's license, naturalization papers, or passport.
- Copy of current Basic Life Support (BLS) CPR certification – American Heart Association of the American Red Cross
- Official school transcript *showing proof of graduation* from a Commission on Dental Accreditation-accredited (CODA) dental hygiene school. **Transcripts must remain in the original sealed envelope.**
- Successful completion of a dental hygiene examination administered by an approved regional clinical examining board dated within 5 years from the date of examination. **TSBDE will validate score reports made available to Texas from WREB, CRDTS, and CDCA.**
- Successful completion of the National Board of Dental Hygiene Examination (NBDHE). **TSBDE will electronically validate scores that have been made available to Texas electronically.**
- Proof of completion of [TSBDE Jurisprudence Assessment](#) for dental hygienists taken within one year immediately prior to application.
- Successful completion of a fingerprint criminal records check. ([www.tsbde.texas.gov/Fingerprint](http://www.tsbde.texas.gov/Fingerprint)) Please bring a copy of your fingerprint receipt. Staff will confirm the results of your fingerprint session on the day of the expo.
- National Practitioner Data Bank (NPDB) Self-Query. Report results must remain in the original sealed envelope. NPDB self-query reports are **valid for 60 days**. Contact the NPDB at telephone number (800) 767-6732, or website <http://www.npdb.hrsa.gov/pract/howToGetStarted.jsp>.
- Beginning October 1, 2021, applicants applying for licensure or registration with the Texas State Board of Dental Examiners (TSBDE) must complete a course in human trafficking prevention approved by the executive commissioner of the Texas Health and Human Services Commission and submit proof of completion with their application. This will be in addition to all required documentation that needs to be submitted to the TSBDE. For information on where to find approved courses, please click [here](#).
- For applicants who have held a license in another state/jurisdiction: A verification of licensure with imprint of state seal issued from a state board of dentistry in which the applicant has ever held a license to practice dentistry or dental hygiene. A copy of the license alone is not acceptable. Verification must be received in its own sealed unopened envelope.
- Military Active Duty, Veterans or Military Active Duty Spouses must provide either a copy of Military Change of Station Orders, Identification Card or a document showing proof of Honorable or General Discharge.