



State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF LICENSING AND BOARD ADMINISTRATION
Board of Dental Examiners
7 Eagle Square, Concord, NH 03301-4980
Phone: 603-271-2152

Hygienists - Inactive to Active Status

In order to change your dental hygienist license status from inactive to active, you must do the following:

- Submit a written request to the Board, with **current** contact information (including home address and phone number, work address and phone number, and primary email address).
- Indicate in your request the date you last practiced dental hygiene:
 - If you have not been practicing for 3 years or less, you must submit evidence of current continuing education equivalent to 10 hours per year (**or a total of 20 hours in a biennium**).
 - If you have not been practicing for more than 3 years but less than 5 years, you must submit evidence of current CE's and completion of a refresher course.
 - If you have not been practicing for 5 years or more, you shall pass the entire ADEX exam, including a periodontal/scaling exam, within 6 months prior to license activation.
- Pay the difference in registration fee from inactive to active. A certified check or money order made payable to "TREASURER, STATE OF NEW HAMPSHIRE". Refer to our fees page for amount (fees are non-refundable): [Board of Dental Examiners License Fees | NH Office of Professional Licensure and Certification](#)
- Submit letters of good standing from any other state(s) where you have ever held a license, whether active or inactive.
- NH and Federal background check: go to <https://www.oplc.nh.gov/sites/g/files/ehbemt441/files/2022-01/how-to-obtain-cbc.pdf> for instructions on obtaining a background check. (hyperlinked here: [how-to-obtain-cbc.pdf \(nh.gov\)](#)).
- Submit proof of continuing education (20 hours) taken within the 2 years immediately preceding the application, including current BLS-HCP certification. Acceptable BLS-HCP courses are those which have a hands-on component and are sponsored or approved by one of the entities listed in Den 403.07(b). Proof of continuing education means copies of the certificates of attendance.
- In addition, two (2) hours of continuing education in infection control is also required. An online infection control course is acceptable.
- **When you submit your CEU certificates, you must provide information as to 1) whether the course was taken online or in person and 2) whether you successfully completed a test as part of the course. Only those courses sponsored or approved by one of the entities listed in Den 403.07 are acceptable. Only those courses which were completed within the 2 years immediately preceding the application are acceptable.**