

Nevada State Board of Dental Examiners

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Applicants for Examination and Licensure Nevada Dental Examination-(ADLEX/CIF)

Thank you for your interest in applying for a **dental** license by ADLEX examination in the State of Nevada. Pursuant to state law, all candidates for Nevada dental licensure must meet the following eligibility requirements:

- (a) The applicant must be over the age of 21 years;
- (b) The applicant must be a citizen of the United States, or be lawfully entitled to remain and work in the United States;
- (c) The applicant must be a graduate of a dental school or college accredited by the ADA Commission on Accreditation;
- (d) The applicant must be of good moral character;
- (e) The applicant must have successfully completed both parts of the National Board Dental Examination written examination with an average score of at least 75%, certified by the Joint Commission on National Dental Examinations.

If you meet all of the requirements listed in items (a) (b), and (d) above, you are eligible to **apply** to take the NSBDE administered ADLEX exam in the State of Nevada.

***Items (c) and (e) must be completed for licensure processing.**

If you are intending to apply for licensure in Nevada, the following documentation must be submitted to the board

1. An application fee in the amount of **\$1500**. (This fee may be remitted in the form of a cashiers check, money order, or MasterCard or Visa charge. A form for charging the fee to MasterCard or Visa is enclosed.)
2. An application fee in the amount of **\$485**. (**This fee may be remitted in the form of a check or money order made out to North East Regional Board (NERB) to be registered for the Diagnostic Skills Examination (DSE) exam portion**
PURSUANT TO STATE LAW, THIS FEE MUST BE PAID IN ADVANCE AND MAY NOT BE REFUNDED REGARDLESS OF THE OUTCOME OF YOUR APPLICATION FOR NEVADA LICENSURE.)
3. Two (2) 2" x 2" photographs of the applicant taken within six months immediately preceding application.
- *4. **Official** transcript indicating degree granted from dental school or college attended.
5. Certification from the dean of the dental school attended that the applicant is a senior dental school of record and is sufficiently prepared for the exam.

- *6. Two (2) testimonials of moral character cannot be from a family member.
- *7. Copy of National Board of Dental Examiners grade card.
- 8. Proof of current malpractice insurance, in effect during the examination dates.
- 9. Proof of current CPR certification (online courses are not acceptable), in effect during the examination dates.
- *10. Completed fingerprint processing authorization form for the Board to forward fingerprints to the FBI.(taken by the NSBDE).
- *11. National Practitioners Data Bank and Healthcare Integrity Protection Data Bank Self-Query report.
- *12. Professional Background Investigation results from **either** Complete Credentialing and Background Services, LLC (CCBS) **or** Professional Background Information Services (PBIS)
- *13. Full explanation(s) of each incident listed on Page 4, Section 10 and 11, (a) and (b), as necessary.
- *14. Full explanation(s) of each incident listed on Page 5, Section 12, (c), (d), (e) and/or (f), as necessary.
- *15. Full explanation(s) and certified copies of each incident listed on Page 6, Section 13, (a) through (i), as necessary.
- *16. Full explanation(s) and certified copies of each incident listed on Page 7, Section 14, if **NOT** in compliance with orders. .

Items 4, 6, 7, 10, 11, 12, 13, 14, 15 and 16 are not required to be completed to take the ADLEX exam BUT are required for licensure and must be submitted for processing of the licensure application.

In addition to the previously listed information, you will be required to contact **Complete Credentialing and Background Services, LLC (CCBS) or Professional Background Information Service (PBIS)** to request an appropriate background status report for Nevada. CCBS and PBIS are independent contractors which provide information to the Board. Neither CCBS nor PBIS are agents nor representatives of the Board. Applicable fees can be obtained by contacting either CCBS or PBIS. These fees are payable by you directly to CCBS or PBIS. Please contact CCBS or PBIS at the following address or telephone number for an application for the background status report for Nevada:

Complete Credentialing and Background Services, LLC (CCBS)

10848 W Louise Drive

Sun City, Arizona 85373

Phone: (623) 972-0749

FAX: (623) 972-0764

Web Site: completecbs.com

Professional Background Information Service (PBIS)

23460 N 19th Avenue, Suite 225

Phoenix, AZ 85027

Phone: (602) 861-5867

FAX: (602) 371-8131

Web Site: pbisonline.com

Either CCBS or PBIS will forward an application packet to you along with a list of requirements for a complete background check. All required information will be verified by CCBS or PBIS and, upon completion, will be forwarded directly to the Board office. Your application for licensure will not be processed until the Board office receives the completed report from CCBS or PBIS. In order to avoid delays in processing your application, you should contact CCBS or PBIS immediately to request an appropriate packet for Nevada. In some cases, collection of the required documentation by CCBS or PBIS may take as long as 45-90 days. All inquiries regarding the status of your CCBS or PBIS report must be directed to

CCBS or PBIS staff at the address and telephone number listed above. **The Board office cannot provide information on the status of the CCBS or PBIS report.**

All other requirements for licensure in Nevada: NPDB self query report, CCBS or PBIS background report, National Board Dental Examinations grade card (Part I and II), certification of licensure letters if applicable, official transcripts indicating degree granted from accredited dental school or college, and passing the Jurisprudence examination must be submitted for continued processing of licensure.

NOTE: When the Board office has received the completed application, application fee, no later than 45 days prior to the exam start date, your completed application will be submitted to the Secretary–Treasurer for review. Upon review by the Secretary–Treasurer and having met all noted exam requirements, you will be informed by mail of your exam confirmation.

Applicants acknowledge they have a continuing responsibility to update all information contained in this application until such time as the Board takes final action on this application. Failure of an applicant to update the information prior to final action of the Board is grounds for subsequent disciplinary action.

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