

Our mission is to ensure and protect dental health by enforcement of the Kansas Dental Laws

# Kansas Dental Board

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## Board Encourages Dentists To Consider Utilizing The Kansas Prescription Monitoring Program



On February 1, 2011, the Kansas Prescription Monitoring Program, known as K-TRACS, began collecting dispensing information on all Schedule II—IV substances and drugs of concern dispensed in or into the state. As a licensed prescriber, you are allowed to access this information for the purposes of treating a patient.

**Query Your Patients.** In order to access K-TRACS and query patients, you will need to fill out a Data Requester registration form. This form can be found on the Kansas State Board of Pharmacy's K-TRACS website, [www.hidinc.com/kansasmp](http://www.hidinc.com/kansasmp), under the RxSentry Forms link. The form must be filled out completely, be notarized, and the original must be mailed in for approval. Once access is approved, a confirmation email will be sent with your username. Your password will be the proposed password you put on your registration form. Once the email is received, you will be able to log in and begin to query.

To search for a patient, select "begins with," and enter the first 3 letters of the last name and the first 3 let-

ters of the first name. Enter the date of birth for the patient. Never select the patient's gender as this may skew your results. Click submit. When the next page comes up, there should be a list of patients. Scroll through the list and select all the entries that are the patient you are looking for. You can do this by holding down the control button and clicking on each one. The default timeframe is a year back from the date you are searching. So if you do a search on 12/13/12, it will give you a report back to 12/14/11. You can change these dates if you like. The data goes back to 7/1/10. You will then click request. Once you select request, the report will come up. You can sort the report by date dispensed, prescriber, or dispenser. To create a PDF of the report, click generate report in the upper left corner of the page. You will then click view query status to view your PDF report.

**Query Your Own Prescribing History.** You can also request your own prescribing history. In order to do this, you will need to complete a Prescriber History Request Form found on the website, [www.hidinc.com/kansasmp](http://www.hidinc.com/kansasmp), under the RxSentry Forms link. You can fax, email, or mail the form to the office and your prescribing report will be returned to you within two business days.

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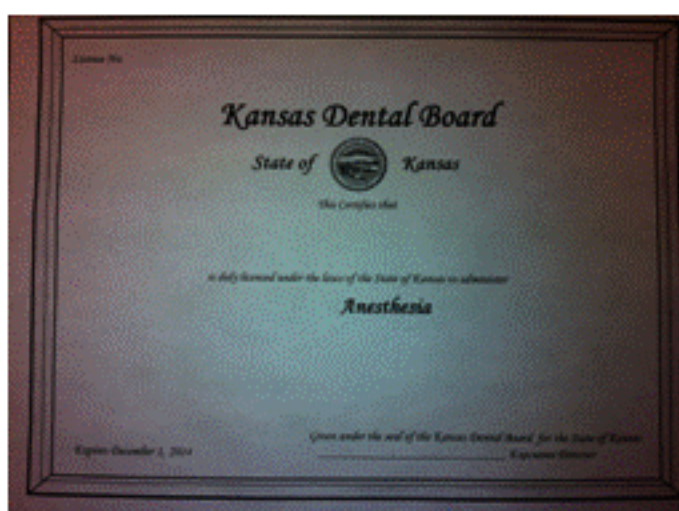
## Sedation Permits Renew With Licenses

Each dentist holding a Level I, II, or III sedation permit is required to renew the permit before the expiration of the dentist's license and as part of the biennial license renewal. Like a license to practice dentistry, sedation permits are now issued for 2 years.

A dentist with an even-numbered license is required to renew the license and sedation permit in even-numbered years. A dentist with an odd-numbered license is required to renew the license and sedation permit in odd-numbered years.

At this time, sedation per-

mits cannot be renewed online. The Board office only mails out one notice regarding the renewal of a sedation permit. If a dentist does not renew a sedation permit, it automatically expires as indicated on the permit.



## CE Audits

After license renewals are complete each year, the Board office conducts a random continuing education audit. Computer software randomly selects the names of those chosen for an audit.

In order to successfully complete an audit, those selected will need to submit copies of continuing education certificates, CPR cards, and proof of professional liability insurance. You will be notified by mail if selected.

## Many Patients Struggling With Records

The Board office continues to receive many inquiries from frustrated or confused patients about dental records. The inquiry from most patients is typically the same: Can I file a complaint with the Board because my dentist (past or present) refuses to give me a copy of my dental records?

Generally, a patient or a patient's authorized representative has the right to a copy of dental records, including diagnostic quality x-rays and notes. A dentist can charge a reasonable fee for the patient's records. Some dentists even make a business decision to provide the records at no cost to a frustrated or former patient. Records should be provided to a patient within 30 days.

Records are not intended to be withheld until the patient satisfies an outstanding balance for work already performed. Moreover, under K.A.R. 71-1-15, a dentist must retain patient records for 10 years from the last day of service. The records can be retained digitally.

Information about various recordkeeping requirements can be found on the "Frequently Asked Questions" page of the Board's website: [www.kansas.gov/kdb](http://www.kansas.gov/kdb).

## License Renewal Deadline

All licensees who wish to maintain a Kansas license to practice dentistry or dental hygiene are required to renew their licenses every two years. Each even-numbered licensee must renew in even-numbered years. An odd-numbered licensee must renew in odd-numbered years.

The deadlines to timely renew a license are outlined in K.S.A. 65-1431. A copy of the law may be found on the Board's website: [www.kansas.gov/kdb](http://www.kansas.gov/kdb). Each licensee is responsible for timely renewal. An application for renewal is due on or before December 1 of the year in which the licensee's license expires.

If a licensee fails to timely renew, a \$500 late fee could be imposed between February 1 and March 1. If a licensee fails to renew prior to March 1, the license is automatically cancelled.

## ECP III Course

In July 2012, the Kansas Legislature authorized the Board to issue an Extended Care Permit III (ECP III) for dental hygienists. In addition to other requirements, a dental hygienist seeking an ECP III must complete a course of study of 18 seat hours approved by the Board.

Currently, the UMKC School of Dentistry, Division of Dental Hygiene, is preparing an ECP III course to submit to the Board for consideration at the Board meeting in January 2013.

## Michael Milford, D.D.S., Completes Board Term

At the Board's public meeting on Friday, November 2, 2012, Michael Milford, D.D.S., was recognized for successfully completing a 4-year term as a Member of the Board from the First Congressional District. Glenn Hemberger, D.D.S., President of the Board, accepted a recognition plaque on Dr. Milford's behalf.

Under the Kansas Dental Practices Act, each Board Member serves terms of 4 years up to a maximum of two terms. Originally licensed to practice dentistry in June 1966, Dr. Milford's practice spanned across 44 years at his retirement in 2010. As an oral surgeon, Dr. Milford completed a long and illustrious career with the conclusion of his Board term.



Glenn Hemberger, D.D.S., accepts plaque recognizing Dr. Milford's service to the Board.

## Retired Dentists Can Now Apply For A Special Volunteer Dental License



The Special Volunteer Dental License is now available to retired dentists. The law, which went into effect on July 1, 2012, now permits retired dentists to donate their expertise for the treatment of indigent and underserved Kansans. The license is issued annually and must be renewed by June 30 of each year. Applications for the Special Volunteer Dental License are available on the Board's website: [www.kansas.gov/kdb](http://www.kansas.gov/kdb).

## Investigative Committee Report

From October 2012 to November 2012, the Investigative Committee opened 21 new cases. During this same time period, the Committee closed 18 cases with outcomes ranging from findings of no violation to letters of concern or admonition regarding specific issues identified by the Committee. There was one disciplinary action taken during this time period. Copies of the Board Orders can be found on the Board's website: [www.kansas.gov/kdb](http://www.kansas.gov/kdb).



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**Frequently Asked Question: Am I required to notify the Board of a change in practice location?**  
**Answer: Yes. You are required to notify the Board of a change in practice location within 30 days.**

## Name and Change of Address

You may now submit a change of name or change of address through the Board's website using a fillable form: [www.kansas.gov/kdb](http://www.kansas.gov/kdb).

## Future Board Meetings

Friday, January 18, 2013  
Friday, May 3, 2013  
Friday, August 9, 2013  
All meetings held in Topeka.

## Kansas Dental Well-Being Program

For assistance with drug, alcohol, and other personal problems, you may contact John Childers, Heart of America Professional Network, 6405 Metcalf Avenue, Suite 502, Overland Park, Kansas 66202 or (913) 236-7575.

