



## South Carolina Board of Dentistry

110 Centerview Dr • Columbia, SC 29210

P.O. Box 11329 • Columbia, SC 29211-1329

Phone: 803-896-4599 • Contact.dentistry@llr.sc.gov • Fax: 803-896-4719  
llr.sc.gov/bod

## LOCAL INFILTRATION ANESTHESIA CERTIFICATION REQUIREMENTS AND APPLICATION PROCESS OVERVIEW

*Before calling in to the Board Office - You may check your application status online at:*

<https://www.llr.sc.gov/bod/>

### **Certification Requirements:**

A person is qualified to receive a certificate to administer local infiltration anesthesia if the following requirements are met:

1. You must be currently licensed SC Dental Hygienist
2. You must be currently certified in CPR.
3. You must have successfully completed
  - an approved course\* in local infiltration anesthesia within the three (3) years preceding the application; or
  - certified in another state to perform local infiltration anesthesia within three (3) years preceding the application.
4. You must successfully pass the State Board Infiltration Anesthesia Examination.

\* Board approved infiltration anesthesia courses are offered at the following schools:

- Florence-Darlington Technical College in Florence, SC
- Medical University of South Carolina (MUSC) – College of Dental Medicine in Charleston, SC
- Midlands Technical College in Columbia, SC
- Greenville Technical College in Greenville, SC
- Trident Technical College in Charleston, SC
- York Technical College in Rock Hill, SC

### **Application Process:**

*Your application is good for one (1) year from the date of receipt. If all required information is not received within this one (1) year period; you must begin the application process from the beginning. This includes, but is not limited to, the application fee, transcripts, license verifications, etc.*

1. **Application** – In addition to a completed application, the following must also be sent:
  - **Application Fee:** \$45 application fee must be submitted in order to transmit the application. (Fees are non-refundable and non-transferable) *A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.*
  - **Identification:**
    - Copy of your valid Driver's License, State Issued ID, Passport
    - Copy of Social Security Card
  - **CPR Certification:** certificate course has been taken within two years of application.
  - **Course Completion:** Must provide a copy of the official diploma certificate showing course completion date.
  - **Certification Verification:** Applicants who have been certified in another state must present a certified copy of their certificate and completion of the Verification of Infiltration Anesthesia Course Certification.
  - **Legal documentation of name change** (marriage certificate, divorce decree, etc.)

- 2. State Board Infiltration Anesthesia Examination:** Once a completed application has been received and approved, applicants will be authorized to take the examination. The examination is administered by PSI Testing Service. Applicants will not be authorized to take the exam until a complete application is on file.

Applicants will receive notification from PSI when they are authorized to register for the examination. Applicants are responsible for registering and scheduling with PSI. The \$25 examination registration fee is to be paid directly to PSI upon registration.

Study material is not provided by the Board. Please contact your school for course refresher information.

PSI will send examination score reports directly to the Board office. Please do not send your score report to the Board office. Upon successful completion of the exam, the applicant will be issued a Certificate to Administer Local Anesthesia.

- 3. Re-Examination Requests:** An applicant who fails the examination may retake the exam up to two (2) times by submitting a Reexamination Request Application. PSI will receive notice once a re-examination application is approved. Applicants are responsible for scheduling with PSI and paying the \$25 examination registration fee each attempt.

An applicant who fails to achieve a passing grade after three (3) attempts must complete another Board-approved course in local infiltration anesthesia prior to being eligible for reapplication.