

Virginia Board of Dentistry

Guidance on Sedation Permits

Applicants for Permit

- Applicants must complete an application for permit in either moderate or deep sedation/general anesthesia. Applicants for a permit for the administration of sedation and anesthesia must identify every location that the applicant will be administering sedation and anesthesia.
- The permit holder will notify the Board within 30 days of any changes in address of facilities or any additional facilities to be added to the permit (please note that a pre-permit inspection will occur if there are any additional facilities that were not pre-inspected).
- Once the application is deemed complete, an employee of the Department of Health Professions (inspector) will conduct an announced inspection(s) at all applicable locations.

Pre-permit Inspection

- An employee of the Department of Health Professions (inspector) will conduct an announced inspection, at all applicable locations, to review compliance with required sedation equipment 18VAC60-21-291 (B) and 18VAC60-21-301 (C); appropriate training of staff 18VAC60-21-260.H (2), 18VAC60-21-260 (I), 18VAC60-21-260 (J), 18VAC60-21-290 (D) (E), 18VAC60-25-100, and 18VAC60-21-300 (C); physical plant requirements 18VAC60-21-60.A (1); and Drug Control Act requirements § 54.1-3404.
- If an applicant is compliant with all applicable regulations, the applicant will receive a permit. However, if the applicant is found to be in non-compliance with applicable regulations, the applicant will receive a report listing the non-compliance. Depending upon the non-compliance, the applicant will be required to submit evidence of the correction or another announced inspection will be scheduled. When the applicant is in compliance, the applicant will receive a permit.

Periodic Office Inspection for Administration of Sedation and Anesthesia

- Periodic Office Inspections will be announced if there was no previous disciplinary action taken by the Board. The announcement of the inspection will occur approximately five business days or less prior to the inspection.
- Periodic Office Inspections that are unannounced will occur if there was previous disciplinary action taken by the Board.
- The permit holder will receive a copy of their preliminary onsite inspection report with listed deficiencies at the time of inspection. If the deficiency can be corrected, the permit holder may correct and provide proof of correction of those deficiencies to denbd@dhp.virginia.gov within 14 business days.

Recordkeeping

- The permit holder must comply with all applicable regulations regarding sedation recordkeeping (18VAC-21-260 (C) (D) (K), 18VAC60-21-291(D) (E) 18VAC60-21-301 (E) (G)).

- The permit holder must document within the patient record the intended level of sedation for each patient and each procedure.

OMS Requirements

- The requirement for a sedation permit does not apply to an oral and maxillofacial surgeon (OMS) who maintains membership in the American Association of Oral and Maxillofacial Surgeons (AAOMS) and who provides the Board with reports that result from the periodic office examinations required by AAOMS (18VAC60-21-300 (A)).
- An OMS must hold a sedation permit if not a member of AAOMS. If the OMS holds a sedation permit and then becomes a member of AAOMS, the OMS must notify the Board within 30 days of becoming a member of AAOMS.
- An OMS, who is a member of AAOMS, must submit AAOMS office examination reports to the Board within 30 days of receipt.