



PSI Services LLC

Phone: (855) 557-0618

E-mail: examschedule@psionline.com

<https://test-takers.psiexams.com/mnden>

m **MINNESOTA**
BOARD OF DENTISTRY
JURISPRUDENCE EXAMINATION
CANDIDATE INFORMATION BULLETIN

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EXAMINATIONS BY PSI SERVICES LLC

This Candidate Information Bulletin provides you with information about the examination process for becoming licensed as a Dental Professional in the State of Minnesota.

All dental professional applicants (dentists, dental hygienists and dental assistants) who are applying for licensure must take and pass the Minnesota Dental Jurisprudence Examination. Additionally, dental assistants must take and pass the Dental Assistant State Licensure Examination.

The Minnesota Board of Dentistry has contracted with PSI Services LLC (PSI) to conduct the examination program. PSI works closely with the Board to make certain that these examinations meet the State's as well as nationally established technical and professional standards for examination development and administration. PSI provides testing through a network of computer examination centers throughout the country in addition to a remote testing option.

For licensing information, please contact:

Minnesota Board of Dentistry
335 Randolph Avenue, Suite 250
St. Paul, MN 55102
Phone: 612.617.2250
<https://mn.gov/boards/dentistry/>

EXAMINATION PAYMENT AND SCHEDULING PROCEDURES

There are no eligibility requirements to take the Jurisprudence Examination. You may take this examination on an unlimited basis.

Dental Assistants must take both the Dental Assistant Licensure Examination as well as the Jurisprudence Examination. If you choose too, you may schedule all examinations on the same day. [Click here for the Dental Assistant Licensure Examination Candidate Information Bulletin.](#)

EXAMINATION FEES

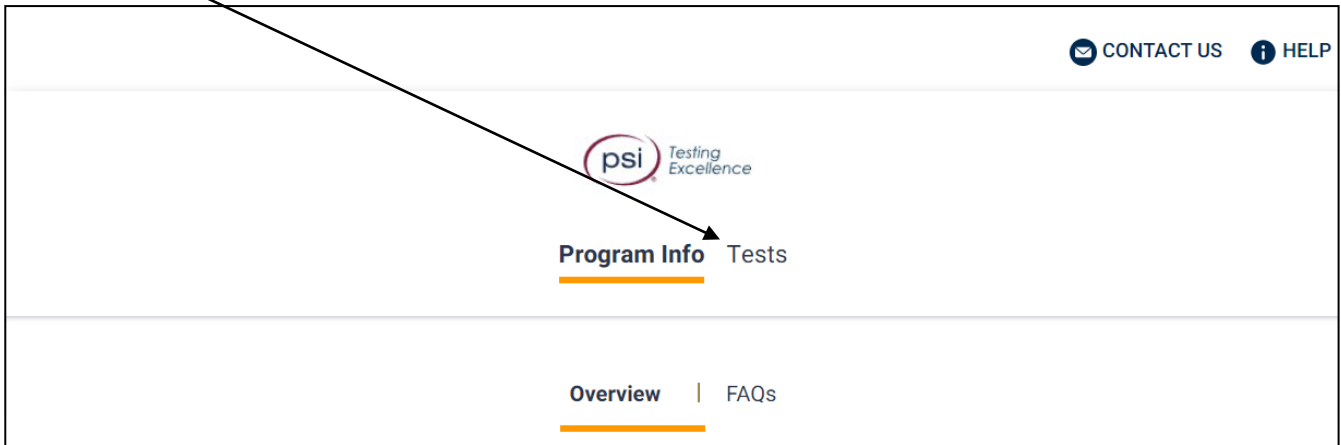
Jurisprudence Examination	\$85
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EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT. THE MINNESOTA BOARD OF DENTISTRY DOES NOT RECEIVE ANY OF THIS FEE.

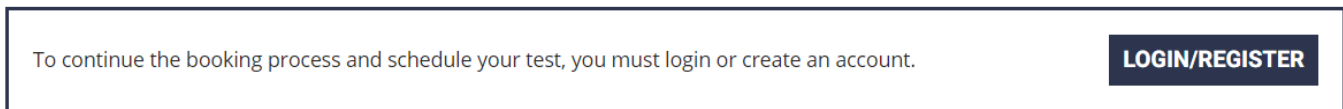
ONLINE (<https://test-takers.psiexams.com/mnden>)

For the **fastest and most convenient** examination scheduling process, register for your examinations online by accessing PSI's registration Website: [Click Here](#) or on the email confirmation you received from PSI.

1. Select **TESTS** to create an account.



2. Select the examination and you are ready to create an account. Select **LOGIN/REGISTER**.

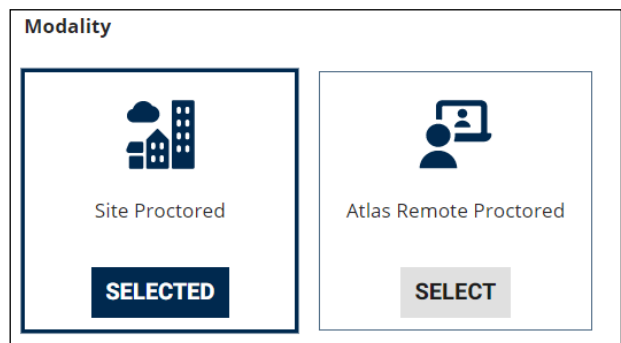


3. You will be prompted to **CREATE AN ACCOUNT** with PSI.

The first and last name must match exactly with your current, valid, government-issued ID.

<input type="text" value="ID *"/>	
<input type="text" value="First Name *"/>	<input type="text" value="Last Name *"/>
<input type="text" value="Middle Name"/>	<input type="text" value="Generation"/>
<input type="text" value="Email *"/>	
<input type="text" value="Password *"/>	Your password must contain: <ul style="list-style-type: none">• At least one capital letter A-Z• At least one lower case letter a-z• At least one number 0-9• At least one special character !@#V\$%V^&V*• At least 8 and up to 32 characters
<input type="text" value="Confirm Password *"/>	

4. Select your test format: (Test Center) or (Remote Proctored)



Scheduling at a Test Center

1. Enter the "City or Postal Code" and select **FIND**.

Search Test Center Location

City, province, or postal code

Radius 5



2. Select a date and time to book an appointment.

Choose a Date and Time

October 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

○ Available ● Selected

Time slots available for October 08, 2021

08:00 AM

01:30 PM

3. You are now ready to pay.

Payment

Billing Address

Address 1 *

Address 2

Address 3

City *

Order Summary

Commercial Contractor Practice Test
Mechanical Bus and Law \$100.00 USD

Total Price

CONTINUE

4. Once payment has been made you will receive a message confirming the test center, booked date, and booked time.

Booking Confirmed!! [Print Confirmation](#)

Email Address: asingla81@psionline.com Home Phone: 111224444 Office Phone: 2221112345

Scheduling via Remote Proctor

1. Select a date and time to book an appointment.

Choose a Date and Time

October 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

○ Available ● Selected

Time slots available for October 08, 2021

- 08:00 AM
- 01:30 PM

2. You are now ready to pay.

Payment

Billing Address

Address 1 *

Address 2

Address 3

City *

Order Summary

Commercial Contractor Practice Test
Mechanical Bus and Law \$100.00 USD

Total Price

CONTINUE

3. Once payment has been made you will receive a message confirming the booked date and booked time. Please review the booking before selecting **CONFIRM**.

Review Booking:

Email Address: asingla81@psionline.com Home Phone: 111224444 Office Phone: 2221112345

Wednesday, October 06, 2021

5:30 PM Pacific Time

Before taking your remote online proctored exam, please check system compatibility - click [HERE](#)

By continuing, you agree to The Company's [Conditions of Use And Privacy Notice](#).

CONFIRM

4. Your booking will now display in your account. You will be able to **LAUNCH** your test within 30 minutes of your booked test time.

IMPORTANT: BE SURE TO CHECK THE COMPATIBILITY OF YOUR COMPUTER to include Audio/Video Check, Webcam Check and System Check. Prior to testing, **CLICK HERE**.

Bookings: ?

1 DAY 0 HOURS 22 MINUTES until test

Wednesday, October 06, 2021 Add to Calendar

5:30 PM Pacific Time

[Print Receipt](#)

[More Information](#)

Before taking your remote online proctored exam, please check system compatibility - click [HERE](#)

Online Proctored (Live).
Click the Launch button at your scheduled test time.

LAUNCH

By not starting your test within 15 minutes after your booked time, you forfeit your test fee or test eligibility. Fees and test eligibilities are non-refundable. If you have any questions regarding your compatibility check, or if you experience issues launching your test, you may contact PSI's technical support team at (844) 267-1017.

TELEPHONE REGISTRATION

For telephone registration, you will need a valid credit card (Visa, MasterCard, American Express or Discover).

PSI registrars are available at (855) 746-8173, Monday through Friday between 6:30 am and 9:00 pm, and Saturday-Sunday between 8:00 am and 4:30 pm, Central Time, to receive your payment and schedule your appointment for the examination.

RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (855) 557-0618 or use the PSI website.

Note: A voice mail message is NOT an acceptable form of cancellation. Please use the PSI Website or call PSI and speak directly to a Customer Service Representative.

RETAKE A FAILED EXAMINATION

It is not possible to make a new examination appointment on the same day you have taken an examination; this is due to processing and reporting scores. A candidate who tests unsuccessfully on a Wednesday can call the next day, Thursday, and retake as soon as Friday, depending upon space availability. You may access a registration form at <https://test-takers.psiexams.com/mnden>. You may also call PSI at (855) 557-0618.

MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

EXAM ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#).

Candidates granted accommodation in accordance with the ADA, MUST schedule their examination by telephone and speak directly with a PSI registrar.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (855) 557-0618. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

EXAMINATION SITE LOCATIONS

The Insurance Licensing examinations are administered at the examination centers listed below:

Blaine Anoka/Blaine Airport, Gate A, Cirrus Flight Passenger Terminal Bldg 2155 Missouri Ave NE Blaine, MN 55449
Brainerd 501 W. College Drive, Library Tutoring Center, #E408, Brainerd, MN 56401
Duluth 416 West Superior Street Duluth, MN 55802
Eagan 1715 Yankee Doodle Rd, Ste 202 Eagan, MN 55121
Mankato 3030 Airport Rd Mankato, MN 56001
Rochester 3155 Superior Dr NW Rochester, MN 55901
Saint Paul - Brainseed Testing Center Hamline Park Plaza, 570 Asbury St. Suite 206 St. Paul, MN 55104
Willmar 2101 15th Avenue NW, Room A-146 Willmar, MN 56201
Woodbury 6053 Hudson Road, Suite 210 Woodbury, MN 55125

Only the Jurisprudence Examination may be taken at any of the PSI testing sites throughout the U.S. Type in your zip code and the closest sites will appear.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

All examination sites will provide ear plugs upon request.

REQUIRED IDENTIFICATION

You must provide 1 form of identification. The identification must match the name you scheduled with.

NOTE: ID must contain candidate's signature, photo, be valid and unexpired.

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card
- Canadian Government Issued ID
- Unexpired International Passport with photo
- Consular IDs

NOTE: ID must contain candidate's photo, be valid and unexpired.

SECURITY PROCEDURES

The following examination protocols apply during any examination. PSI may pause or terminate an examination at any time. Failure to follow the examination protocol, may result in the disqualification of examination results, prohibition from taking future examinations, and may lead to legal action.

You will be given a piece of scratch paper and a pencil. You will return the scratch paper and pencil during check-out.

Prohibited Items:

- Electronic devices of any type, including but not limited to; cellular phones, cameras, computers of any type (e.g., laptops, tablets, iPads), earbuds, electronic games, electronic watches, headsets, mobile devices, music players (e.g., iPods), pagers, radios, recording devices (audio or video), smart watches, televisions, etc.). Physical calculators are allowed for Test Centers but not for Remote Proctored exams.
- Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
- Bulky or loose clothing or coats including but not limited to; open sweaters, cardigans, shawls, scarves, vests, jackets and coats.
 - o In the event you are asked to remove bulky or loose outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.

- Other personal items, including but not limited to; backpacks, briefcases, chewing gum, drinks, food, good luck items, notebooks, paper or other materials on which to write, pens, pencils or other writing devices, purses, reading material, smoking or chewing products, wallets, etc.

Prohibited Behavior:

- Giving or receiving assistance on an examination.
- Copying or communicating examination content.
- Using outside references or resources during an exam, examples:
 - o Browsing other local resources.
 - o Browsing the internet.
 - o Attempting to use a computer or computer program not provided or approved by PSI.
 - o Attempting to use a telephone or mobile device.
 - o Using notepad on the computer.
 - o Using an application on the computer not provided by PSI.
- Engaging in disruptive behavior during check-in or during an exam, examples:
 - o Acting in an inappropriate manner.
 - o Using abusive language.
 - o Speaking aloud.
 - o Causing noise unrelated to keyboard typing.
- Engaging in prohibited behavior during check-in or during an exam, examples:
 - o Reading questions out loud.
 - o Leaving the room without proctor approval.
 - o Using instant messaging, or other electronic communication.
 - o Capturing a picture or video of exam items.
 - o Attempting to use telephone or mobile device.
 - o Obstructing the proctor's view (camera or in person).
 - o Having inappropriate materials on desktop (explicit).
 - o Changing spaces during the exam without proctor approval.
 - o Not focusing eyes on the screen.

During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.

Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.

No prohibited items are allowed within the candidate's reach or line of sight. If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle for test center exams. PSI will not be responsible for the security of any personal belongings or prohibited items.

- ♣ Any candidate seen giving or receiving assistance on an examination, found with prohibited items, or displaying prohibited behavior or violating any security regulations

will have his or her examination terminated, and be asked to surrender all examination materials. All such instances will be reported to the examination sponsor.

Additional protocols for testing at a testing center, include but not limited to:

- ♣ Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues, or instructors.
- ♣ Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidates will not receive extra time to complete the examination.

Additional protocols for remote online proctored exams, include but not limited to:

- Temporarily moving out of the camera's line of sight.
- Candidates are not allowed to have scratch paper.
- Adequate lighting for the proctor to see candidate's activity.
- Internet service must be sufficient to administer the exam.
- Web camera must be placed for ideal viewing by the proctor.
- Candidate may not change computers during the exam.
- Candidate may not change spaces during the exam.
- Candidate must follow proctor instructions, which may include, but are not limited to:
 - o Keeping hands on the desktop.
 - o Keeping eyes on the computer screen.
 - o Not fidgeting during the exam.
 - o Keeping hands away from face.
- Please do your best to avoid covering your mouth for the whole duration of exam. Be aware that talking/whispering/mouthing is not allowed during exam.
- Breaks are NOT allowed during remote online proctored examinations. If you believe you cannot complete your examination without a break, please do not register for remote online proctored examinations.

TAKING THE EXAMINATION BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions, and reviewing your answers.

TEST QUESTION SCREEN

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

EXAMINATION REVIEW

PSI, in cooperation with the Board, will be continually evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered by clicking the Comments link on the function bar of the test question screen. Your comments regarding the questions and the examinations are welcomed.

Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the Board may re-evaluate candidates' results and adjust them accordingly. **This is the only review of the examination available to you.**

SCORE REPORTING

Your score will be displayed on screen at the end of the examination and a score report will be emailed to you. If you fail, the emailed score report will include the diagnostic report indicating your strengths and weaknesses by examination type. You may request a duplicate score report after your examination by emailing scorereport@psionline.com.

In order to pass the examinations, you must achieve a minimum score of 80%.

NON-SCORED QUESTIONS

In addition to the number of examination questions specified in the "Examination Content Outlines", "non-scored" questions may be administered to candidates during the examinations. These questions will not be scored and the time taken to answer them will not count against examination time. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

EXAMINATION CONTENT OUTLINES AND STUDY MATERIALS

Jurisprudence Examination

100 Scored Items - 120 Minutes - 80% Correct to Pass

10 Non-Scored Items

Scope - Tests a candidate's knowledge of all Minnesota statutes and rules related to the practice of dentistry, including the infection control guidelines established by the Centers for Disease Control.

CONTENT OUTLINE

Subject Area	% Items
Record Keeping	12%
Personal Conduct and Ethical Behavior	6%
General Duties	28%
Infection Controls	26%
Delegation of Duties	28%

References for the Jurisprudence exam

This examination is used for all applicants for Minnesota licensure. Dental, dental therapy, dental hygiene and dental assisting applicants all take the same examination and should study all of the statutes and rules, not just those applicable to a particular profession.

This examination is OPEN BOOK.

Board Statutes and Rules

- [Board Administrative Rules 3100.0100 - 3100.9600](#)
- [Board Statutes 150A.01 - 150A.31](#)

Board Related Regulations

- [Access to Health Records - MN Statutes 144.291-144.298](#)
- [Employments Licensed By State - MN Statutes 326.56](#)
- [Examining and Licensing Boards MN Stat. 214.001 - 214.40](#)
- [Identification of Health Care Providers - MN Statutes 144.6585](#)
- [Infection Control Rules - MN Rules 6950.1000 - 6950.1080](#)
- [Professional Firms Act - MN Statutes 319B](#)
- [Reporting Requirements-Maltreatment of Minors - MN Statutes 626.556](#)
- [Reporting Requirements-Maltreatment of Vulnerable Adults - MN Statutes 626.557](#)
- [X-Ray Regulations - MN Rules 4732](#)

You can purchase this book and the items listed above at: <https://www.mngovpublications.com/products/dentistry-laws-rules> Under Healthcare: Dentistry.

What is allowed:

- Loose-leaf, spiralbound, or ring-bound copies of the Board Statutes and Rules and Related Regulations will be allowed in the examination room.
- They may be highlighted, underlined, and/or contain notes prior to the examination session.

What is not allowed:

- Candidates may **NOT** write, highlight, underline, index, or mark the material during the examination session.
- **Any** additional paper (loose, taped, adhered, stapled, etc.) will **NOT** be allowed in the examination room.

APPROVED SCHOOLS

Accredited Dental Assisting Programs	Provider Code
Central Lakes College	1001
Century College	1002
Dakota County Technical College	1003
Hennepin Technical College Brooklyn Park	1004
Hennepin Technical College Eden Prairie	1005
Herzing University, Lakeland Academy Division	1006
Minnesota North College	1007
Minneapolis Community and Technical College	1008
Minnesota State Community & Technical College	1009
Minnesota West Community & Technical College	1010
North Dakota State College of Science	1011
Northwest Technical College	1012
Rochester Community and Technical College	1013
South Central College Mankato	1014
St Cloud Technical and Community College	1015

Accredited Dental Hygiene Programs	Provider Code
Century College	1019
Des Moines Area Community College	1020
Hawkeye Community College	1021
Herzing University	1022
Lake Superior College	1023
Madison Area Technical College	1024
Milwaukee Area Technical College	1025
Minnesota State Community & Technical College-Moorhead	1026
Minnesota State University, Mankato	1027
Normandale Community College	1028
North Dakota State College of Science	1029
Northcentral Technical College	1030
Northeast Wisconsin Technical College	1031
Rochester Community and Technical College	1032
St Cloud Technical & Community College	1033
University of Minnesota	1034
University of South Dakota	1035