

**[BLR ADMINISTRATIVE ORDER NO. 117-B S.
1992, February 17, 1994]**

**REVISED RULES AND REGULATIONS GOVERNING THE
REGISTRATION, LICENSURE AND OPERATION OF DENTAL
PROSTHETIC LABORATORIES IN THE PHILIPPINES**

SECTION 1. Title - These rules and regulations shall be known as the "Revised Rules and Regulations Governing the Registration, Licensure and Operation of Dental Prosthetic Laboratories in the Philippines.

SECTION 2. Authority - These rules and regulations are issued to implement Section 3 of Presidential Decree 1542 consistent with Department Circular No. 79, s. 1988 in line with E.O. 119, 5. 1987. (Reorganization of the Ministry of Health).

SECTION 3. Purpose - These rules and regulations are promulgated to protect the health of the public by ensuring quality service through licensure and regulation of the operation of dental prosthetic laboratories.

SECTION 4. Scope - The rules and regulations embodied herein shall apply to any person firm, corporation, or educational institution, or other entity, whether government or private, operating and maintaining dental prosthetic laboratories including the Armed Forces of the Philippines.

SECTION 5. Regulatory Authority - The Department of Health through the Bureau of Licensing and Regulation in the Office for Standards and Regulations, shall exercise the licensing and regulatory functions under these rules and regulations.

SECTION 6. Classification of Dental Prosthetic Laboratories -

6.1 For purposes of operation, Dental Prosthetic Laboratories may be classified, according to the type of services rendered, into 1) General Dental Prosthetic Laboratory and 2) Special Dental Prosthetic Laboratory.

General Dental Prosthetic Laboratory a laboratory that renders service for all types of prosthodontic work, such as complete acrylic crowns, fixed bridges, removable partial dentures, and metal crowns.

Special Dental Prosthetic Laboratory a laboratory that renders service through the dentist, for specialized prosthodontic work, such as porcelain crown and bridges, precision implant attachments, and orthodontic appliances.

6.2 For purposes of service capabilities rendered. Dental Prosthetic Laboratories are of three categories, namely (1) Primary, (2) Secondary, and (3) Tertiary, depending on the range of dental laboratory service capabilities offered and the presence of certain required manpower, equipment, and physical plant. The three categories are as follows:

Primary Category a laboratory equipped with all service capabilities needed to support its dental laboratory technician capable of doing basic acrylic work, complete dentures, fixed and/or removable dentures, orthodontic retainers, and plastic Jacket crowns.

Secondary Category a laboratory equipped with the service capabilities needed to support dental prosthetic laboratory technicians and dentists capable of doing all the services in the primary category plus porcelain jacket crowns and bridges, and metal casting.

Tertiary Category a laboratory equipped with the service capabilities needed to support the services of dental laboratory technicians and dentist in the primary and secondary categories plus manufacturing integral part or accessories in denture making; the owner of the laboratory may be an exporter and/or importer.

6.3 For purposes of classification according to Institutional Character, Training Dental Prosthetic Laboratories may be either:

- 1) Institutional Training Dental Prosthetic Laboratory, or
- 2) Non-Institutional Training Dental Prosthetic Laboratory

Institutional Training Dental Prosthetic Laboratory this laboratory is a unit in a recognized and accredited dental school.

Non-Institutional Training Dental Prosthetic Laboratory this laboratory is not a unit of any dental school, college or university.

SECTION 7. Registration and License –

7.1 **License** A license, within the meaning of these Rules and Regulations, is a formal authorization issued by the Bureau of Licensing and Regulation (BLR), upon approval of the Undersecretary of Health for Standards and Regulation, Department of Health to a person, firm or corporation and other entitles, to operate and maintain dental prosthetic laboratory whether government or private, of general or of special category, and be it institutional training in character or otherwise.

7.2 No government or private dental prosthetic laboratory shall operate or be opened to the public without being first registered in accordance with these Rules and Regulations, nor shall be allowed to operate and be maintained without a license to operate (LTO) issued by the BLR.

SECTION 8. Licensing Requirement (Technical Standards) –

8.1 All dental prosthetic laboratories shall be required to demonstrate compliance with the technical standards as a requirement to licensing.

8.1.1 **Personnel** - adequate staffing by qualified personnel with a licensed dentist and by trained non-professionals.

8.1.2 **Physical Plant** - well ventilated, lighted, clean and safe building sufficient to accommodate its activities.

8.1.3 **Equipment and Apparatus** - equipment and apparatus necessary to undertake the required services.

8.2 The BLR shall evaluate compliance with such technical standards in accordance with the minimum requirements for each category of dental prosthetic laboratories.

SECTION 9. Management of the Dental Prosthetic Laboratory - The head of the Dental Prosthetic Laboratory, whether training or non-training, should be a licensed dentist duly registered by the Board of Dentistry. This shall be mandatory for all such laboratories of secondary and tertiary category; provided, however in the case of laboratories of primary category, the dentist may only serve as a consultant.

SECTION 10. Training of Dental Laboratory Technicians - Within six months following the initial registration and licensing of a dental prosthetic laboratory, all dental laboratory technicians without a corresponding certificate of formal training who are employed in that laboratory shall undergo an accelerated training program either by completing the equivalent of one semester half-day training in a school for dental prosthetic laboratory technicians to be designated by the Director of BLR or by participating in an accelerated training program to be conducted for the purpose by the BLR.

SECTION 11. Records -

11.1 The standard record book shall reflect jobs ordered and finished. It shall be ready at all times for inspection. The original prescription or work authorization signed by the dentist shall be filed and maintained for a period of one (1) year.

SECTION 12. Inspection - Every dental prosthetic laboratory shall be inspected regularly, and its records shall be made available to determine compliance with the Rules and Regulations.

12.1 Each license shall allow the BLR or his duly authorized at reasonable hours to inspect, manner, the dental prosthetic the Director of representatives in a reasonable laboratory.

12.2 The Director of the Bureau of Licensing and Regulation or his representative may be assisted by experts from a professional organization/association in such inspection.

12.3 The Regional Health Directors and Provincial, City, and Municipal Health Officers are required to report the existence of any dental prosthetic laboratories operating without license or any violations of these Rules and Regulations to the BLR.

SECTION 13. Basic Registration and Licensing Requirement -

13.1 All dental prosthetic laboratories, both government and private, desiring to establish or operate and maintain a dental prosthetic laboratory shall submit to the BLR the following prescribed forms, duly accomplished by the owner/proprietor/manager.

13.1.1 Application for registration and issuance of license to operate dental prosthetic laboratory (BLR-DPL Form No. 3)

13.1.2 Petition (BLR-DPL Form No. 5-A)

13.1.3 Information Sheet (BLR-DPL Form No. 3-B)

13.1.4 Sworn Statement (BIR-DPL Form C)

13.2 Each petition shall be signed under oath or affirmation by the applicant or owner and will be subject for screening and approval.

13.3 Upon receipt of said application together with the registration fee, a dental licensing inspection team shall inspect within 60 days the establishment and variety if the applicant has complied with the requirements prescribed in these regulations.

13.4 Any false statement in the application or failure to comply with requirements may serve as basis for the Director of BLR to refuse the issuance of a license to operate dental prosthetic laboratory.

SECTION 14. License Fees -

14.1 Every government or private dental prosthetic laboratory desiring to operate for the first time or to resume operation after ceasing to operate for some period of time shall pay a non-refundable fee (for registration and license) in accordance with the schedules prescribed herein below:

14.2 No registered dental prosthetic laboratory shall commence or resume operation without a corresponding license to operate, which shall be issued upon payment of the license fee as prescribed in this section.

14.3 All fees shall be payable to the cashier of the Department of Health and/or Regional Health Offices in their respective areas of concern.

14.4 All dental prosthetic laboratories shall pay the fees in accordance with the following schedules:

For New Licenses:

Registration Fee	P100.00
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License Fees:

Primary	P400.00
Secondary	P600.00
Tertiary	P1,000.00

For Renewal of Licenses:

Primary	P200.00
Secondary	P300.00
Tertiary	P500.00

14.5 A penalty of Three Hundred Pesos (P300.00) in addition to the renewal fee shall be paid if the application for renewal is filed after March 31 of each year.

14.6 Reconstitution Fee - One Hundred Pesos (P100.00) shall be charged for replacement of lost, worn-out, or laminated licenses.

SECTION 15. Issuance of Licenses -

15.1 The license will be issued upon approval of the Undersecretary of Health for Standards and Regulation, Department of Health, if the application is found to be