

# **\*\*\*WORKING DOCUMENT\*\*\***

## **Proposed RDA Program Regulation Changes**

### **§ 1070.2. Approval of Registered Dental Assistant Educational Programs.**

(a) In addition to the requirements of Sections 1070 and 1070.1, the following criteria shall be met by a registered dental assisting program to secure and maintain approval by the board.

(1) All Registered Dental Assistant (RDA) programs in California shall apply for and receive Board approval prior to operation.

(2) A registered dental assistant program provider applying for approval shall submit to the Board a completed "Application for Approval of Registered Dental Assistant Program (New INSERT DATE)", which is hereby incorporated by reference, accompanied by a non-refundable processing fee of \$ \_\_\_\_\_. New RDA programs shall not be required to apply for stand-alone course approval of Radiation Safety, Coronal Polish, Pit and Fissure Sealants and any other courses required of an RDA educational program.

(3) The Board may, in lieu of conducting its own investigation, accept the findings of any commission or accrediting agency approved by the Board and adopt those findings as its own as it relates to any evaluation or re-evaluation required by this article. Acceptance of any accrediting agencies' findings is at the discretion of the Board and does not prohibit the Board from exercising its right to site-evaluate a program.

(4) If the program is granted the status of "Approved with Reporting Requirements" from accrediting agency, the program shall submit to the Board copies of any and all correspondence received from or submitted to the accrediting agency until such time as the status of "Approval without Reporting Requirements" is granted. Additionally, if the program's accrediting status changes in any way with the accrediting agency, the program shall notify the Board, in writing, of such status within 30 days.

(5) Approval may be granted after evaluation of all components of the program have been performed and the report of such evaluation indicates that the program meets the Board's requirements.

(b) The board may withdraw its approval of a program at any time, after giving the program provider written notice setting forth its reason for withdrawal and after affording a reasonable opportunity to respond within 30 calendar days. Approval may be withdrawn for failure to comply with the provisions of the Dental Practice Act or the Boards regulations.

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(c) Notice of Compliance. To maintain approval, program providers approved prior to the effective date of these regulations, shall submit to the board a completed “Notice of Compliance with New Requirements for Registered Dental Assistant Programs (insert date)”, hereby incorporated by reference, within 90 days of the effective date of these regulations.

(1) The program shall have sufficient financial resources available to support the program and to comply with this Section. If the program or school requires approval by any other governmental agency, that approval shall be obtained prior to application to the Board for approval and shall be maintained at all times. The failure to maintain that approval shall result in the automatic withdrawal of Board approval of the program.

(2) A program shall notify the Board in writing if it wishes to increase the maximum student enrollment for which it is approved and shall provide documentation to the Board to demonstrate compliance with Section 1070 and Section 1070.1 to reapprove the program for the increased enrollment prior to accepting additional students.

(3) Programs shall establish and maintain an advisory committee whose membership provides for equal representation of dentists and dental assistants, all currently licensed by the Board. In addition, consideration shall be given to a student, a recent graduate or a public representative to serve on the advisory committee. The advisory committee shall meet at least once each academic year with the program director, faculty, and appropriate institutional personnel to monitor the ongoing quality and performance of the program and to receive advice and assistance from the committee.

- Take a look at CODA language

### **CODA’s language:**

1-7 There must be an active advisory committee to serve as a liaison between the program, local dental and allied dental professionals and the community. Dentists and dental assistants must be equally represented.

*Intent: The purpose of the advisory committee is to provide a mutual exchange of information for program enhancement, meeting program and community needs, standards of patient care, and scope of practice. The program administrator, faculty, students and appropriate institutional personnel are non-voting participants.*

- Both the Boards and CODA’s language currently states that the advisory committee needs to be comprised of equal representation of dentists and dental assistants.
- If we leave the language as is, will the Board continue to run into the problem of confusion on what is considered “equal representation”?

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(4) The owner or school administrator shall be responsible for the compliance of the program director with the provisions of this Section and Sections 1070 and 1070.1.

(e) Program Director. The program director shall have teaching responsibilities that are less than those of a full-time faculty member. He or she shall actively participate in and be responsible for the administration of the program including the following:

(1) Participate in budget preparation and fiscal administration, curriculum development and coordination, determination of teaching assignments, supervision and evaluation of faculty, establishment of criteria and procedures, design and operation of program facilities, and selection of extramural facilities and coordination of instruction in those facilities.

(2) Hold periodic staff meetings to provide for subject matter review, instructional calibration, curriculum evaluation, and coordinating activities of full-time, part-time, and volunteer faculty or instructional staff.

(3) Maintain copies of minutes of all advisory committee and staff meetings for not less than 7 years.

(f) Program Faculty. In addition to the requirements of Section 1070 with regard to program faculty:

(1) Program faculty shall be authorized to provide instruction by the program director at the facility in which instruction is provided. The faculty shall be adequate in number, qualifications and composition and shall be suitably qualified through academic preparation, professional expertise, and/or appropriate training, as provided herein.

(4) Each faculty member shall complete a course or certification program in educational methodology of at least 30 hours within 6 months of employment, unless he or she holds any one of the following: a postgraduate minimum of a bachelor's degree in education, a Ryan Designated Subjects Vocational Education Teaching Credential, a Standard Designated Subjects Teaching Credential, or a Community College Teaching Credential.

(g) Facilities and Resources. Facilities and class scheduling shall provide each student with sufficient opportunity, with instructor supervision, to develop minimum competency in all duties that registered dental assistants are authorized to perform. The following requirements are in addition to those contained in Sections 1070 and 1070.1:

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(1) There shall be a sufficient number of safe, adequate, and educationally conducive lecture classrooms and operatories in compliance with the requirements of Section 1070 (f)(A)(B). Adequate cleaning and disinfecting of facilities shall be provided and all disinfection and sterilization procedures specified in the Board's Minimum Standards for Infection Control (Cal. Code of Regs., Title 16, Section 1005) shall be incorporated in instruction and followed during all laboratory and clinical experiences.

(2) Provision shall be made for reasonable access to current and diverse dental and medical reference texts, current journals, audiovisual materials, and other necessary resources. Library holdings, which may include, in total or in part, access through the Internet, shall include materials relating to all subject areas of the program curriculum.

(3) Emergency materials shall include, at a minimum, an oxygen tank that is readily available and functional. Medical materials for treating patients with life-threatening conditions shall be available for instruction and accessible to the operatories. Facilities that do not treat patients shall maintain a working model of a kit of such emergency materials for instructional purposes.

- This language was originally placed in statute in 2010, Section 1757.
- Section 1757 was repealed in 2011. The language remained, but was moved to Section 1070.2 of regulations.

(h) Length of Program. The program shall be of sufficient duration for the student to develop minimum competence in performing dental assistant and registered dental assistant duties, but in no event less than 800 hours, including at least 275 hours of didactic instruction, at least 260 hours of combined laboratory or preclinical instruction conducted in the program's facilities under the direct supervision of program faculty or instructional staff, and the remaining hours utilized in clinical instruction in extramural dental facilities. **Prior to extramural clinical assignments, students must complete all laboratory or preclinical instruction and demonstrate minimum competence in all duties that registered dental assistants are authorized to perform.** No more than 20 hours of instruction shall be devoted to clerical, administrative, practice management, or similar duties. Programs whose demonstrated total hours exceed 800 and who meet all the instructional requirements in this Section, may utilize the additional instructional hours as deemed appropriate for program success.

- Our language has a minimum number of hours set for didactic and Lab/Preclinical hours.
- It **does not** have a minimum number of hours for Extramural Clinical instruction. The current language is too vague, just says: "Remaining hours".
- **CODA has a 300 hour requirement for Clinical hours.**
- Do we want to mimic CODA's 300 hour requirement for clinical instruction?
- If Yes, we would need to re-distribute the Didactic and Lab/Preclinical hours.

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### CODA's language on 300 hours of externship experience:

2-21 Clinical experience assisting a dentist must be an integral part of the educational program designed to perfect students' competence in performing chairside assisting functions, rather than to provide basic instruction. Students must have a minimum of 300 hours of clinical experience.

- We need to add a sentence specifying that ALL Didactic and Lab/Preclinical instruction must be completed before sending students out to Extramural Clinical assignments.
- The Dept. of Education does not stipulate the amount of hours an RDA program must have.
- The Board and Dental Assisting Council have been given the authority to set standards and criteria for approval of dental assisting educational programs and courses.
- Dept of Education's role is to recognize and approve Accrediting agencies. Which is what CODA is. If an RDA program wants accreditation from CODA, then they would have to meet CODA's standards on 900 hours.
- Only a handful of RDA programs are CODA accredited. If we were to up the hours to 900, then this would put an undue hardship on most RDA programs.
- The Board would also have the ENORMOUS TASK of reviewing all of these RDA programs "new curriculum" they would need to turn in, showing they're program meets the 900 hours requirement.

Equipment and Armamentaria. The following are minimum requirements for equipment and armamentaria during laboratory, preclinical, and clinical instruction:

- (1) amalgamator, - 1 for every 7 students
- (2) model trimmers in the ratio of one for every seven students, Same
- (3) dental rotary equipment in the ratio of one for every three students, Same
- (4) vibrators in the ratio of one for every three students, Same
- (5) light curing devices in the ratio of one for every ~~operator~~, 6 students
  - Changing the GP ratio for operatories to 1 to 6
- (6) functional typodonts and bench mounts in the ratio of one for every two students,
- (7) functional orthodontically banded/bracketed typodonts in the ratio of one for every four students,
- (8) facebows in the ratio of one for every ten students,

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- (9) automated blood pressure device,
- (10) EKG machine,
- (11) pulse oximeters in the ratio of one for every ten students,
- (12) capnograph or simulated device,
- (13) one set of hand instruments in the ratio of one set for every two students for each procedure,
- (14) ~~respiration device~~,
- (15) camera for intraoral use,
- (16) camera for extraoral use with occlusal and buccal mirrors and cheek retractors,
- (17) CAD machine or simulated device,
- (18) caries detection device in the ratio of one for every ten students,
  
- (19) and all other equipment and armamentaria required to teach dental assistant and registered dental assistant duties.
- (20) With the exception of a CAD machine and patient monitoring equipment specific to EKG machine, pulse oximeter, and capnograph, the program shall own the necessary equipment and have it readily available upon inspection. Patient monitoring equipment owned by the institution and utilized by more than one program within the institution premises is acceptable and may be used by the RDA program as needed for instruction. Instruction by a licensed healthcare provider is acceptable. In the event instruction in patient monitoring procedures and use of the CAD machine is provided by an outside provider, the RDA program shall not be required to have available or own patient monitoring equipment or CAD machine.

(1) Instruments must be provided to accommodate students' needs in learning to identify, exchange, and prepare procedural trays and assist in procedures as they relate to general and specialty dentistry.

- Emma and Anne will work on the “Instrument List” and ratios for each instrument that the SME’s use during site visits.

Item Description	Quantity
<b>PREVENATIVE</b>	
Sealant material for each operatory	3 sets
<b>AMALGAM</b>	
Amalgam Well ( 1 per every 3 students)	6
Mercury spill kit HPTC per lab	1

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Tofflemire matrix retainer's universal (1 per 7 student)	7
Amalgamator 1 per operatory (1 per 6 students)	3
Curing lights 1 per operatory (1 per 6 students)	3
<b>COMPOSITIES</b>	
Bonding Wrap eyewear ( 2 per operatory )	6
Strip Holder regular	3
<b>ORAL SURGERY</b>	
Aspirating Syringe	7
Needle Capper with Microban Zirc or other recapping device	6
Blades sterile carbon #15 sterile box	1
Surgical handles	6
Apical elevators	6
Cryer 39	6
Cryer 40	6
Cryer 34	6
Root tip picks	6
Periosteal elevators	6
88L forceps	5
53R forceps	5
53L forceps	5
88R forcep	5
17 forcep	5
23 cowhorn forcep	5
16 cowhorn forcep	5
222 forcep	5
150 forcep	5
151 forcep	5
62 forcep	5
150S forcep	3
151S forcep	3
65 forcep	5
Rongeurs 4-5 ½ long	5
Bone files 21	6
Curettes #12	6
Needle holders	6
Misquote 5 straight	6
Kelly 6 ¼ curved	6
Littauer suture scissors	6
Gold knives	6
Spring caliper	6
Boley gauge	6

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## Proposed RDA Program Regulation Changes

Plaster knives blade 3-2 3/8	6
minnesota retractors	6
Mouth gags	6
Mouth props 3pk	2
Suture needles #14 or per package sutures	2
<b>ENDODONTICS</b>	
Temporary Filling Material	2
K-files 21mm	2
K-files 25mm	2
Hedstrom files 21mm	2
Hedstrom files 25mm	2
Reamers 21mm	2
Reamers 21mm	2
14A clamp	7
56 clamp	7
8 clamp	7
7 clamp	7
7A clamp	7
C style for class 5 clamp	7
Dental dam 6x6 heavy gauge box	1
Rubber dam stamp 6' (1 per every 3 students)	5
Rubber dam young's frame ( per every 2 students)	7
Rubber dam punch ( 1 per every 2 students)	7
Rubber dam clamp forceps (1 per every 2 students)	7
Absorbent points	2
Barbed broaches Assorted	2
Gates glidden drills assorted 1-6	2
Pessos assorted 1-6	2
Gutta percha points medium	2
Endo explorer double end DG 16	6
Glick #1	6
Excavators 31L	6
Self locking pliers standard	6
Pluggers single end	6
Spreaders	6
Steri endo guard with microban Zirc Blue	6
Endodontic rulers 6 inch	6
Lentulo spiral fillers	2
Monoject irrigating syringes 27 GA 1 ¼ Orange cap	1
Sure stop silicone stops	1
Gentle Pulse pulptester Parkell ( 1 per Operator)	3

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<b>ORTHODONTICS</b>	
Boone gauge	7
Orthodontic typodonts with brackets and bands (1 per every 3 students)	5
115 reynolds economy	7
200 clasp adjusting	7
110 how pliers	7
114 johnson (crimping pliers)	7
347 Band removing pliers	7
7001 wire cutters	7
101 separator pliers	7
348 bracket remover	7
139 bird beak	7
Mathieu tie pliers	7
Bracket forceps	7
Ligature director	7
Orthodontic scalers	7
<b>PERIODONTICS</b>	
Probes CC12	7
SOILD 11/12 Gracey double end	7
SOILD gracey 17/18	7
Soild CK -6 scaler	7
S5/33 double end solid	7
ultrasonic scaler w/tips	
<b>RADIOLOGY</b>	
Snap-a-ray 3pk	3
XCP kit evolution 2000 extension cone paralleling	4
Eezee grip digital sensor holder 3pk	4
Anterior holder blue for digital sensor holders	1
Posterior holder yellow	1
Bite-wing holder red	1
<b>PROSTHODONTICS</b>	
Ion Polycarbonate Crowns 3M ESPE kit	1
<b>ISO –Form Temporary Molar Crowns 3MESPE kit</b>	1
<b>Unitek stainless steel crowns 3M ESPE kit</b>	1
<b>Crown &amp; Collar Scissors curved 4.5 ( 1 per every 3 students)</b>	7
Full/lower denture models for denture adjustment (1 set for every 5 students)	3 sets

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<b>IMPRESSIONS</b>	
Flexible green mixing bowls large 600cc (1 per every 3 students)	7
Flexible mixing bowls blue large (1 per every 3 students) or disposable bowls	7
#11R plaster spatulas (1 per every 3 students)	7
Ergonomic spatulas (1 per every 3 students)	7
#1 Large Upper	2
#2 Large Lower	2
Metal Impression trays #1 perforated large	16
Metal Impression trays # 20 perforated large	16
Metal Impression trays #3 perforated medium	16
Metal Impression trays # 21 perforated medium	16
Metal Impression trays # 4 perforated small	8
Metal Impression trays # 22 perforated small	8
<b>INSTRUMENTS</b>	
Articulating Paper Forceps	7
Cement Spatula flexible Blade	7
Calcium Hydroxide Placement Instrument	7
Cotton and dressing pliers 317 College Regular	7
Explorers double ended #5	7
Front surface mirrors #5 cone socket	7
Mirror handles round cone socket	7
Fiberglass front surface mirrors blue box	2
Wedelstaedt chisels 5/6	7
Hatchets double end 10/11	7
Margin Trimmers 27	7
Excavators	7
Amalgam carriers	7
Amalgam pluggers double ended	7
Burnishers 21B double ended	7
Burnishers 28/29 double ended	7
Burnishers single ended 2	7
Carvers cleoid-discoid double ended	7
Hollenback 3S	7
Plastic filling instrument PF5	7
Plastic filling instrument woodson #2	7
Composite placement instruments	7

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<b>HANDPIECES/BURS</b>	
#6 Round bur FG SG	1pk
#6 Round bur RA	1pk
#37 FG Inverted cone	1pk
#35 Inverted cone FG SG	1pk
Tapered fissure #170 FG	1pk
#332 Pear FG	1pk
#557 FG SG Cross-cut FG SG	1pk
#700 Tapered Fissure	1pk
Laboratory Carbide Burs 3/32 HP shank Cone	3
Laboratory Carbide Burs 3/32 HP shank Taper	3
Bur cleaning brushes	3
Bur block	3
111/FL2 White Arkansas RA	1pk
11/FL2 Green giant	1pk
Slow speeds w/motors per operator (1 per 5 students)	3
High speed hand-pieces per operator (1 per every 5 students)	3
<b>MISC</b>	
White first aid kit per lab	1
Emergency Oxygen unit 1 per lab	1
Sky blue trays size B divided	7
Muslin wheels	2
Muslin wheels	2
Burning alcohol pint	1
Alcohol torch	3
Aneroid sphygmomanometer adult (1per 3 students)	5
Stethoscope (1per 3 students)	5
Dual scale digital thermometer(1 per 3 students)	5
Label Kit-HPTC per lab	1
Bloodborne compliance guide wall chart HPTCnper lab	1
EKG Machine (1 per lab)	1
Oximetry (1 per 5 students)	3
<b>EQUIPMENT</b>	
Vacuum Forming Machine (1 per 7 students)	2
DIAGNOdent Classic Laser Caries Detection Aid KaVo	3
Auto-clave automatic sterilizer or any type of	1

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Sterilizing unit per lab	
Ultrasonic cleaner complete unit per lab	1
Finger guard basket full size	1
Resin splash hoods handler	2
Model trimmers handler model 31-10 1/3 HP	2
Safety shield handler	2
Red wing lathes ¼ HP handler	1
Taper right side	1
Taper left side	1
Plaster trap 2.75 gallons 13' x 12' D (1per lab)	1
Heavy duty vibrator 31A (1 per every 3 students)	7
Technician style gray (1 per lab)	1
x-ray apron hanger (1 per operatory)	3
Universal viewer boxes without magnifier (1 per every 3 students)	7
Perio pro III with daylight loader per lab	1
Biological spore Test Pack (1 per lab)	1
Wall sharps containers with wall mount attachment (1 per operatory)	3

(j) Program Content. As part of an organized program of instruction, sufficient time shall be available for all students to obtain laboratory, and clinical experience to achieve minimum competence in all duties that registered dental assistants are authorized to perform. Areas of instruction shall include, at a minimum, the instruction specified in subdivisions (k) through (m).

(1) A detailed program outline shall be provided to the board which clearly states curriculum subject matter and specific instructional hours in the individual areas of didactic, laboratory, and clinical instruction.

(4) Curriculum documentation shall be reviewed annually and revised, as needed, to reflect new concepts and techniques. This content must be integrated and of sufficient depth, scope, sequence of instruction, quality and emphasis to ensure achievement of the curriculum's defined competencies.

(5) Programs that admit students in phases, including modular or open-entry programs, shall provide, at minimum, basic instruction in tooth anatomy, tooth numbering, general program guidelines, basic chairside skills, emergency and safety precautions, infection

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control, and sterilization protocols associated with and required for patient treatment. Such instruction shall occur prior to any other program content and prior to performances or activities involving patients.

(6) All programs shall provide students with additional instruction in the California Division of Occupational Safety and Health (Cal/OSHA) Regulations (Cal. Code Regs., Title 8, Sections 330-344.85) and the Board's Minimum Standards for Infection Control (Cal. Code Regs., Title 16, Section 1005) prior to the student's performance of procedures on patients.

(k) In addition to the requirements of Sections 1070 and 1070.1, programs shall include the following content:

(1) Instruction in radiation safety that meets all of the requirements of Cal. Code Regs., Title 16, Sections 1014 and 1014.1.

(2) Instruction in coronal polishing that meets all of the requirements of Cal. Code Regs., Title 16, Section 1070.4.

(3) Instruction in the application of Pit and Fissure Sealants that meets all of the requirements of Cal. Code Regs., Title 16, Section 1070.3.

(4) A course in basic life support provided by an instructor approved by the American Red Cross or the American Heart Association, or any other course approved by the Board as equivalent. The program may require that the student complete this course as a prerequisite to program enrollment, or that the student provide evidence of having completed the course from another provider.

(5) Instruction in infection control that meets all of the requirements of Cal. Code Regs., Title 16, Section 1070.6.

(6) Instruction in the Dental Practice Act that includes the content specified in Cal. Code Regs., Title 16, Section 1016 governing Dental Practice Act continuing education courses.

(l) **Didactic Instruction.** General didactic instruction shall include, at a minimum, the following:

(1) Principles of general anatomy, physiology, oral embryology, tooth histology, and head-neck anatomy.

(2) Principles of conditions related to and including oral pathology, orthodontics, periodontics, endodontics, pediatric dentistry, oral surgery, prosthodontics, and esthetic dentistry.

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(3) Instruction in the Dental Practice Act that includes the content specified in Cal. Code Regs., Title 16, Section 1016, as well as principles of the Health Insurance Portability and Accountability Act (HIPAA) privacy and security standards, risk management, and professional codes of ethical behavior.

(4) Principles of infection control, waste management, and hazardous communication requirements in compliance with the Board's Minimum Standards for Infection Control (Cal. Code Regs., Title 16, Section 1005) and other federal, state, and local requirements governing infection control. Instruction in infection control shall meet the education requirements set forth in Section 1070.6(e).

(5) Principles related to pharmacology and biomedical sciences including nutrition and microbiology.

(6) Principles of medical-dental emergencies and first aid management.

(7) Principles of the treatment planning process including medical health history data collection, patient and staff confidentiality, and charting.

(8) Principles of record classifications including management, storage, and retention protocol for all dental records including legal and ethical issues involving patient records.

(9) Principles and protocols of special needs patient management, the psychology and management of dental patients, and overall interpersonal relationships.

(10) Principles, protocols, and armamentaria associated with all dental assisting chairside procedures.

(11) Principles, protocols, manipulation, use, and armamentaria for contemporary dental materials used in general and specialty dentistry.

(12) Principles and protocols for oral hygiene preventative methods including, plaque identification, toothbrushing and flossing techniques, and nutrition.

(13) Principles, protocols, armamentaria, and procedures associated with operative and specialty dentistry.

(14) Principles, protocols, armamentaria, and procedures for each duty that dental assistants and registered dental assistants are allowed to perform.

(15) All content for instruction in radiation safety as set forth in Cal. Code Regs., Title 16, Section 1014.1.

(16) All content for instruction in coronal polishing as set forth in Cal. Code Regs., Title 16, Section 1070.4.

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(17) All content for instruction in the application of Pit and Fissure Sealants as set forth in Cal. Code Regs., Title 16, Section 1070.3.

(18) A program that desires to provide instruction in the following areas shall apply separately for approval by submitting to the Board a completed “Application for Approval of Course in Ultrasonic Scaling (New INSERT DATE), a completed “Application for Approval of Course in Orthodontic Assisting (New INSERT DATE)”, or a completed “Application for Approval of Course in Dental Sedation (New INSERT DATE)”, which is hereby incorporated by reference, accompanied by its corresponding non-refundable processing fee to provide the following courses:

(A) A course in the removal of excess cement with an ultrasonic scaler, that shall meet the requirements of Cal. Code Regs., Title 16, Section 1070.5.

(B) An orthodontic assistant permit course that shall meet the requirements of Cal. Code Regs., Title 16, Section 1070.7, except that a program shall not be required to obtain separate approval to teach the duties of placing ligature ties and archwires, removing orthodontic bands, and removing excess cement from surfaces of teeth with a hand instrument, and shall be no less than 51 hours, including at least 9 hours of didactic instruction, at least 22 hours of laboratory instruction, and at least 20 hours of clinical instruction.

(C) A dental sedation assistant permit course that shall meet the requirements of Cal. Code Regs., Title 16, Section 1070.8.

(m) Laboratory Instruction. There shall be no more than 14 students per instructor during laboratory instruction. Sufficient time shall be available for all students to obtain laboratory experience to achieve minimum competence in all registered dental assistant procedures prior to the performance of procedures on patients.

(n) Pre-clinical and Clinical Instruction. Pre-clinical instruction shall be of sufficient duration to allow the procedures to be performed to preclinical proficiency. There shall be no more than 6 students per instructor during preclinical instruction. Clinical instruction shall be of sufficient duration to allow the procedures to be performed to clinical proficiency, and must include extramural instruction as provided in subdivision (h). There shall be no more than 6 students per instructor during clinical instruction.

(o) Extramural Dental Facilities. In addition to the requirements of Section 1070 and 1070.1 with regard to extramural instruction and facility use:

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(1) No more than 25 percent of extramural clinical instruction shall take place in a specialty dental practice.

(2) Program faculty shall visit each extramural dental facility at least once every ten clinical days.

- Look at Survey conducted

(p) Examination. Each student shall pass a written examination that reflects the [entire curriculum content](#), which may be administered at intervals throughout the [program](#) as determined by the [program director](#).

(q) Certificate of Completion. In addition to the requirements of Sections 1070 subdivision (e), a certificate, diploma, or other evidence of completion shall be issued to each student who successfully completes the program.

Note: Authority cited: Section 1614, Business and Professions Code. Reference: Section 1752.1, 1752.4 and 1752.6, Business and Professions Code.

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## **Proposed RDA Program Regulation Changes**

***Dental Board proposed language for §1070.2 is as follows:***

### **§ 1070.2. Approval of Registered Dental Assistant Educational Programs.**

(a) All Registered Dental Assistant (RDA) programs in California shall apply for and receive Board approval prior to operation.

(b) The Board may, in lieu of conducting its own investigation, accept the findings of any commission or accreditation agency approved by the Board and adopt those findings as its own. All programs accredited by the American Dental Association Commission on Dental Accreditation (Commission) shall submit to the Board after each site visit a copy of the final report of the Commission's findings within 30 days of the final report issuance. New programs approved by the Commission shall apply to the Board and shall submit proof of Provisional Approval status by the Commission, a copy of the institutional self study, and applications for Radiation Safety, Coronal Polish, Pit and Fissure Sealants and any other courses required of an RDA educational program. Acceptance of the Commission's or any accrediting agencies' findings is at the discretion of the Board and does not prohibit the Board from exercising its right to site-evaluate a program.

(c) If the program is granted the status of "Approved with Reporting Requirements" from the Commission, the program shall submit to the Board copies of any and all correspondence received from or submitted to the Commission until such time as the status of "Approval without Reporting Requirements" is granted. Additionally, if the program withdraws from accredited status by the Commission, the program shall notify the Board, in writing, of such status within 30 days.

(d) In order for a registered dental assistant program to secure and maintain approval by the Board, it shall meet the requirements of Sections 1070 and 1070.1 and the requirements contained in this Section.

(1) A program shall notify the Board in writing if it wishes to increase the maximum student enrollment for which it is approved and shall provide documentation to the Board to demonstrate compliance with Section 1070 and Section 1070.1 to reapprove the program for the increased enrollment prior to accepting additional students.

(2) Programs shall establish and maintain an advisory committee whose membership provides for equal representation of dentists and dental assistants, all currently licensed by the Board. In addition, consideration shall be given to a student, a recent graduate or a public representative to serve on the advisory committee. The advisory committee shall meet at least once each academic year with the program director, faculty, and appropriate institutional personnel to monitor the ongoing quality and performance of the program and to receive advice and assistance from the committee.

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(3) Adequate provision for the supervision and operation of the program shall be made. In addition to the requirements of Sections 1070 and 1070.1, the following requirements shall be met:

(A) By January 1, 2012, each faculty member shall have completed a course or certification program in educational methodology of at least 30 hours, unless he or she holds any one of the following: a postgraduate degree in education, a Ryan Designated Subjects Vocational Education Teaching Credential, a Standard Designated Subjects Teaching Credential, or a Community College Teaching Credential. Each faculty member employed after January 1, 2012, shall complete a course or certification program in educational methodology within six months of employment. The program director or designated administrator shall be responsible to obtain and maintain records of each faculty member showing evidence of having met this requirement.

(B) The program director shall have teaching responsibilities that are less than those of a full-time faculty member. He or she shall actively participate in and be responsible for the administration of the program including the following:

(i) Participating in budget preparation and fiscal administration, curriculum development and coordination, determination of teaching assignments, supervision and evaluation of faculty, establishment of criteria and procedures, design and operation of program facilities, and selection of extramural facilities and coordination of instruction in those facilities.

(ii) Holding periodic staff meetings to provide for subject matter review, instructional calibration, curriculum evaluation, and coordinating activities of full-time, part-time, and volunteer faculty or instructional staff.

(iii) Maintaining copies of minutes of all advisory committee and staff meetings for not less than five years.

(C) The owner or school administrator shall be responsible for the compliance of the program director with the provisions of this Section and Sections 1070 and 1070.1.

(4) The program shall have sufficient financial resources available to support the program and to comply with this Section. If the program or school requires approval by any other governmental agency, that approval shall be obtained prior to application to the Board for approval and shall be maintained at all times. The failure to maintain that approval shall result in the automatic withdrawal of Board approval of the program.

(5) The program shall be of sufficient duration for the student to develop minimum competence in performing dental assistant and registered dental assistant duties, but in no event less than 800 hours, including at least 275 hours of didactic instruction, at least 260 hours of combined laboratory or preclinical instruction conducted in the program's facilities under the direct supervision of program faculty or instructional staff, and the

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remaining hours utilized in clinical instruction in extramural dental facilities. No more than 20 hours of instruction shall be devoted to clerical, administrative, practice management, or similar duties. Programs whose demonstrated total hours exceed 800 and who meet all the instructional requirements in this Section, may utilize the additional instructional hours as deemed appropriate for program success. To maintain approval, programs approved prior to the effective date of these regulations shall submit to the Board a completed "Notice of Compliance with New Requirements for Registered Dental Assistant Educational Programs (New 9/10)", hereby incorporated by reference, within ninety (90) days of the effective date of these regulations.

(6) In addition to the requirements of Section 1070 with regard to extramural instruction:

(A) No more than 25 percent of extramural clinical instruction shall take place in a specialty dental practice.

(B) Program faculty shall visit each extramural dental facility at least once every ten clinical days.

(7) Facilities and class scheduling shall provide each student with sufficient opportunity, with instructor supervision, to develop minimum competency in all duties that registered dental assistants are authorized to perform. The following requirements are in addition to those contained in Sections 1070 and 1070.1:

(A) The following are minimum requirements for equipment and armamentaria during laboratory, preclinical, and clinical sessions as appropriate to each type of session: amalgamator, model trimmers in the ratio of one for every seven students, dental rotary equipment in the ratio of one for every three students, vibrators in the ratio of one for every three students, light curing devices in the ratio of one for every operator, functional typodonts and bench mounts in the ratio of one for every two students, functional orthodontically banded typodonts in the ratio of one for every four students, facebows in the ratio of one for every ten students, automated blood pressure device, EKG machine, pulse oximeters in the ratio of one for every ten students, capnograph or simulated device, one set of hand instruments in the ratio of one set for every two students for each procedure, respiration device, camera for intraoral use, camera for extraoral use, CAD machine or simulated device, caries detection device in the ratio of one for every ten students, and all other equipment and armamentaria required to teach dental assistant and registered dental assistant duties. With the exception of a CAD machine and patient monitoring equipment specific to EKG machine, pulse oximeter, and capnograph, the program shall own the necessary equipment and have it readily available upon inspection. Patient monitoring equipment owned by the institution and utilized by more than one program within the institution premises is acceptable and may be used by the RDA program as needed for instruction. Instruction by a licensed healthcare provider is acceptable. In the event instruction in patient monitoring procedures and use of the CAD machine is provided by an outside provider, the RDA program shall not be required to have available or own patient monitoring equipment or CAD machine.

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(B) Instruments must be provided to accommodate students needs in learning to identify, exchange, and prepare procedural trays and assist in procedures as they relate to general and specialty dentistry.

(C) Provision shall be made for reasonable access to current and diverse dental and medical reference texts, current journals, audiovisual materials, and other necessary resources. Library holdings, which may include, in total or in part, access through the Internet, shall include materials relating to all subject areas of the program curriculum.

(D) Emergency materials shall include, at a minimum, an oxygen tank that is readily available and functional. Medical materials for treating patients with life-threatening conditions shall be available for instruction and accessible to the operatories. Facilities that do not treat patients shall maintain a working model of a kit of such emergency materials for instructional purposes.

(8) Curriculum documentation shall be reviewed annually and revised, as needed, to reflect new concepts and techniques. This content must be integrated and of sufficient depth, scope, sequence of instruction, quality and emphasis to ensure achievement of the curriculum's defined competencies.

(A) Programs that admit students in phases, including modular or open-entry programs, shall provide, at minimum, basic instruction in tooth anatomy, tooth numbering, general program guidelines, basic chairside skills, emergency and safety precautions, infection control, and sterilization protocols associated with and required for patient treatment. Such instruction shall occur prior to any other program content and prior to performances or activities involving patients.

(B) All programs shall provide students with additional instruction in the California Division of Occupational Safety and Health (Cal/OSHA) Regulations (Cal. Code Regs., Title 8, Sections 330-344.85) and the Board's Minimum Standards for Infection Control (Cal. Code Regs., Title 16, Section 1005) prior to the student's performance of procedures on patients.

(9) In addition to the requirements of Sections 1070 and 1070.1 and subdivisions (b)(11) and (b)(12) of this Section, programs shall include the following content:

(A) Instruction in radiation safety that meets all of the requirements of Cal. Code Regs., Title 16, Sections 1014 and 1014.1.

(B) Instruction in coronal polishing that meets all of the requirements of Cal. Code Regs., Title 16, Section 1070.4.

(C) Instruction in the application of Pit and Fissure Sealants that meets all of the requirements of Cal. Code Regs., Title 16, Section 1070.3.

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(D) A course in basic life support provided by an instructor approved by the American Red Cross or the American Heart Association, or any other course approved by the Board as equivalent. The program may require that the student complete this course as a prerequisite to program enrollment, or that the student provide evidence of having completed the course from another provider.

(E) Instruction in infection control that meets all of the requirements of Cal. Code Regs., Title 16, Section 1070.6.

(F) Instruction in the Dental Practice Act that includes the content specified in Cal. Code Regs., Title 16, Section 1016 governing Dental Practice Act continuing education courses.

(10) A program that desires to provide instruction in the following areas shall apply separately for approval to provide the following courses:

(A) A course in the removal of excess cement with an ultrasonic scaler, that shall meet the requirements of Cal. Code Regs., Title 16, Section 1070.5.

(B) An orthodontic assistant permit course that shall meet the requirements of Cal. Code Regs., Title 16, Section 1070.7, except that a program shall not be required to obtain separate approval to teach the duties of placing ligature ties and archwires, removing orthodontic bands, and removing excess cement from surfaces of teeth with a hand instrument, and shall be no less than 51 hours, including at least 9 hours of didactic instruction, at least 22 hours of laboratory instruction, and at least 20 hours of clinical instruction.

(C) A dental sedation assistant permit course that shall meet the requirements of Cal. Code Regs., Title 16, Section 1070.8.

(D) A Registered Dental Assisting educational program that includes instructional content for either the orthodontic assistant permit or dental sedation assistant permit, or both, shall provide a certificate or certificates of completion to the graduate. The certificate holder shall be deemed an eligible candidate for the permit examination process as having met all educational requirements for the permit examination.

(11) General didactic instruction shall include, at a minimum, the following:

(A) Principles of general anatomy, physiology, oral embryology, tooth histology, and head-neck anatomy.

(B) Principles of conditions related to and including oral pathology, orthodontics, periodontics, endodontics, pediatric dentistry, oral surgery, prosthodontics, and esthetic dentistry.

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(C) Instruction in the Dental Practice Act that includes the content specified in Cal. Code Regs., Title 16, Section 1016, as well as principles of the Health Insurance Portability and Accountability Act (HIPAA) privacy and security standards, risk management, and professional codes of ethical behavior.

(D) Principles of infection control, waste management, and hazardous communication requirements in compliance with the Board's Minimum Standards for Infection Control (Cal. Code Regs., Title 16, Section 1005) and other federal, state, and local requirements governing infection control. Instruction in infection control shall meet the education requirements set forth in Section 1070.6(e).

(E) Principles related to pharmacology and biomedical sciences including nutrition and microbiology.

(F) Principles of medical-dental emergencies and first aid management.

(G) Principles of the treatment planning process including medical health history data collection, patient and staff confidentiality, and charting.

(H) Principles of record classifications including management, storage, and retention protocol for all dental records including legal and ethical issues involving patient records.

(I) Principles and protocols of special needs patient management, the psychology and management of dental patients, and overall interpersonal relationships.

(J) Principles, protocols, and armamentaria associated with all dental assisting chairside procedures.

(K) Principles, protocols, manipulation, use, and armamentaria for contemporary dental materials used in general and specialty dentistry.

(L) Principles and protocols for oral hygiene preventative methods including, plaque identification, toothbrushing and flossing techniques, and nutrition.

(M) Principles, protocols, armamentaria, and procedures associated with operative and specialty dentistry.

(N) Principles, protocols, armamentaria, and procedures for each duty that dental assistants and registered dental assistants are allowed to perform.

(O) All content for instruction in radiation safety as set forth in Cal. Code Regs., Title 16, Section 1014.1.

(P) All content for instruction in coronal polishing as set forth in Cal. Code Regs., Title 16, Section 1070.4.

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(Q) All content for instruction in the application of Pit and Fissure Sealants as set forth in Cal. Code Regs., Title 16, Section 1070.3.

(12) Laboratory and clinical instruction shall be of sufficient duration and content for each student to achieve minimum competence in the performance of each procedure that dental assistant and registered dental assistant is authorized to perform.

(13) Each student shall pass a written examination that reflects the curriculum content, which may be administered at intervals throughout the course as determined by the course director.

Note: Authority cited: Section 1614, Business and Professions Code. Reference: Section 1752.1, 1752.4 and 1752.6, Business and Professions Code.