STATE OF CALIFORNIA
DEPARTMENT OF CONSUMER AFFAIRS

STATE AND CONSUMER SERVICES AGENCY • ARNOLD SCHWARZENEGGER, GOVERNOR
DENTAL BOARD OF CALIFORNIA
2005 Evergreen Street, Suite 1550, Sacramento, CA 95815
P (916) 263-2300 F (916) 263-2140 www.dbc.ca.gov

NOTICE OF PUBLIC MEETING – Notice is hereby given that a public meeting of the Dental Assisting Committee of the Dental Board of California will be held as follows:

NOTICE OF DENTAL ASSISTING COMMITTEE MEETING

Thursday, November 4, 2010
Upon Conclusion of Examination Committee Meeting
Embassy Suites LAX/South
1440 E. Imperial Avenue
El Segundo, CA 90245
1-310-640-3600

DENTAL ASSISTING COMMITTEE
Chair – Judith Forsythe, RDA
Vice Chair – Bruce Whitcher, DDS
Fran Burton, Public Member
Luis Dominicis, DDS
Huong Le, DDS
Tom Olinger, DDS

AGENDA

CALL TO ORDER

ROLL CALL AND ESTABLISHMENT OF QUORUM

DA 1 – Approval of the May 5, 2010 Dental Assisting Committee Meeting Minutes

DA 2 – Staff Report Regarding Course Approvals for Registered Dental Assistant (RDA), Registered Dental Assistant in Extended Functions (RDAEF), Radiation Safety, Coronal Polish, Pit & Fissure Sealants, Infection Control, Ultrasonic Scaler, Dental Sedation Assistant, and Orthodontic Assistant – Information Only

PUBLIC COMMENT

ADJOURNMENT

Public comments will be taken on agenda items at the time the specific item is raised. The Committee may take action on any item listed on the agenda, unless listed as informational only. All times are approximate and subject to change. Agenda items may be taken out of order to accommodate speakers and to maintain a quorum. The meeting may be cancelled without notice. Time limitations for discussion and comment will be determined by the President. For verification of the meeting, call (916) 263-2300 or access the Board's Web Site at **www.dbc.ca.gov**. This Committee meeting is open to the public and is accessible to the physically disabled. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Richard DeCuir, Executive Officer at 2005 Evergreen Street, Suite 1550, Sacramento, CA 95815, or by phone at (916) 263-2300. Providing your request at least five business days before the meeting will help to ensure availability of the requested accommodation.

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Dental Assisting Committee Meeting Minutes
Wednesday, May 5, 2010
South San Francisco, CA
DRAFT Meeting Minutes

Members Present:
Judith Forsythe, RDA, Chair
Bruce Whitcher, DDS, Vice Chair
Fran Burton, Public Member
Luis Dominicis, DDS
Thomas Olinger, DDS

Members Absent:
Huong Le, DDS

Staff Present:
Richard DeCuir, Executive Officer
Teri Lane, Acting Enforcement Chief
Nancy Butler, Supervising Investigator 1, Northern California
Dawn Dill, Dental Assisting Unit Manager
Donna Kantner, Licensing & Examination Unit Manager
Lori Reis, Complaint & Compliance Manager
Jocelyn Campos, Enforcement Coordinator
Karen Fischer, Administrative Analyst
Sarah Wallace, Legislative/Regulatory Analyst
Kristy Schieldge, DCA Senior Staff Counsel
Greg Salute, Deputy Attorney General

Ms. Judith Forsythe, Chair, called the committee meeting to order at 3:39 p.m. Roll was called and a quorum was established.

DA 1 – Approval of the Feburary 25, 2010 Dental Assisting Committee Meeting Minutes
M/S/C (Dominicis/Whitcher) to accept the February 25, 2010 Dental Assisting Committee meeting minutes. The motion passed unanimously.

DA 2 – Consideration of and Possible Action Regarding the Board Accepting the Commission on Dental Accreditations (CODA) Findings for Approval of Registered Dental Assisting Programs Pursuant to Business & Professions Code, Section 1757(a)(1)(B)(4)
Dawn Dill, Manager of the Dental Assisting Unit gave a short description of the issue, which was brought up by the California Association of Dental Assisting Teachers (CADAT) on behalf of their membership. Dental Board Staff is asking for delegation of authority from the Board to accept CODA for dental assisting programs in California.

The Commission on Dental Accreditation (CODA) is the only national accrediting body recognized by the U.S. Department of Education. CODA provides the standards for dental, dental hygiene, and dental assisting education programs. Currently CODA accredited dental assisting programs in California are required to also seek course approval from the Board for their graduates to qualify for examination and licensure with education. CODA accreditation is accepted for applicants who were educated outside the State of California for the Registered Dental Assistant Examination.

Business and Professions Code, Section 1757(a)(4) states that 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.

LaDonna Drury-Klein, representing CADAT stated that COMDA had always accepted the findings of CODA. Since the Board took over the Dental Assisting program July 1, 2009, CADAT is asking the Board to take the same position as COMDA had, and to put this decision on the record.

Kristy Schieldge, Legal Counsel expressed her concern about confidentiality requirements often imposed by private accrediting agencies regarding site visits and evaluations. She indicated that as a government (public) entity, the Dental Board would not be able to enter into such an agreement. Everything the Board does, must be done in public. Information the Board collects must be available to the public. She suggested staff seek clarification as to how much information the state would be able to disclose.

Fran Burton, Board member expressed concern that enough information had not been given to Board members to make a decision today. She requested further clarification of what CODA requires and what California requires and would like to see a side-by-side comparison. Judy Forsythe, RDA, Board member agreed.

Dr. Lori Gagliardi, CADAT, restated that the Board does have the authority to accept findings of outside agencies in lieu of it's own investigation. She reported that CODA requires a site visit every seven years; and requires submission of program documentation annually. These requirements exceed the Dental Board's requirements. She went on to compare CODA and California standards.

M/S/C (Burton/Olinger) to table this issue until the Board has had an opportunity to review further information. The motion passed unanimously.

Kristy Schieldge clarified that staff should prepare a side-by-side comparison of the CODA and California standards; research confidentiality and sharing requirements (the initial review of the application should have site approval by DBC staff); research past practice with regard to program approvals under COMDA; and answer the question about process - if CODA approval accepted, would an application still be submitted? Ms. Schieldge reiterated that clarification of the partnership between CODA and the Board is paramount, because the issue has come up in the past. Make sure there is no barrier for the State to disclose information.

Dr. Lori Gagliardi asked whether the Board would be looking at the new CODA approved programs or the CODA programs already approved. Ms. Schieldge indicated that both new and formerly approved CODA programs could be reviewed because of the new requirements. There was no additional public comment.

DA 3 – Approval of Registered Dental Assisting Programs and Courses

M/S/C/ (Dominicis/Whitcher) to ratify the approval of the following Orthodontic Assistant Course:

(1) Downey Adult School - Downey

The motion passed unanimously.

M/S/C (Dominicis/Whitcher) to ratify the approval of the following Infection Control Courses:

(1) Dentassist - Sacramento
(2) Shasta Trinity ROP - Redding

(3) Eden Area ROP - Hayward
(4) Pasadena City College - Pasadena
The motion passed unanimously.

M/S/C (Olinger/Whitcher) to ratify the approval of the following Pit and Fissure Sealant Courses:
(1) Galen College - Fresno
The motion passed unanimously.

M/S/C (Whitcher/Burton) to ratify the approval of the following Radiation Safety Course:
(1) American Career College - Ontario
The motion passed unanimously.

M/S/C (Whitcher/Dominicis) to ratify the approval of the following Dental Sedation Assistant Courses:
(1) Dr. John Scaramella – Newhall
(2) Dr. John Lytle – La Canada
(3) Dr. Larry Moore – Chino Hills
(4) Dr. Ned Nix – San Jose
(5) Dr. Richard Robert – South San Francisco
The motion passed unanimously.

Tamara McNeely, CADAT, asked that when the Board approves dental assisting programs and courses (as referenced above) that the date the application was submitted to the Board for approval be included in the information the Board receives. She is frustrated that it takes so long to get courses approved. Kristy Schieldge, Legal Counsel, said that this is not the appropriate time to discuss this issue because it has not been agendized and asked that Ms. McNeely bring it up under the public comment period of the full Board.

DA 4 – Dental Assisting Forum Update
The Dental Assisting Forum (DAF) met in Sacramento on April 7, 2010. There was discussion about the DAF's role; and implementation of SB 853; public outreach for licensed and unlicensed dental assistants. A subcommittee was formed (Barbara Blade and Brenda Gyllenswan) to review regulations relating to four certification programs: pit & fissure, coronal polish, ultrasonic scaling, and radiation safety. The Committee will be looking into making the written examination outline more user friendly. The remaining DAF meetings will be held July 6, 2010 in Sacramento and November 3, 2010 in Los Angeles.

ADJOURNMENT
The meeting adjourned at 4:15 p.m.

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MEMORANDUM

DATE	October 21, 2010
TO	Dental Board Members
FROM	Georgetta Griffith, Consultant
SUBJECT	**Agenda Item DA 2:** Staff Report Regarding Course Approvals for Registered Dental Assistant (RDA), Registered Dental Assistant in Extended Functions (RDAEF), Radiation Safety, Coronal Polish, Pit & Fissure Sealants, Infection Control, Ultrasonic Scaler, Dental Sedation Assistant, and Orthodontic Assistant. (Information Only)

At the July Board meeting, the staff presented a process for staff approval of Dental Assisting educational courses. The primary difference between the former process and the staff process was the use of consultants and the addition of timeframes for reviewing applications. Under the former process, staff served as a conduit between the applicant and the consultants who reviewed the applications. A variety of reasons contributed to the process being lengthy. Under the new process, staff completed the review in accordance with the Board statutes or regulations. If the expertise of a consultant was needed, the consultant came into the office to assist with the review. The consultant coming into the office not only reduced the review time, but was a training opportunity for Board staff.

Initially, the staff began reviewing infection control applications. At that time, there were thirty-seven (37) pending applications. An analysis of those applications revealed it took an average of 7.45 months to complete a review. Since the Board staff took over the review, all thirty-seven applications and one new application have been reviewed. All applicants were notified as outlined in the flowchart presented at the July Board meeting. In total, the Board staff completed reviews of 38 infection control course applications during the time period of July 27, 2010 to August 31, 2010. This is an average of approximately 2 applications reviewed per day.

On September the 8th, Ms. Tanya Webber joined the Board staff, and began training to take over the staff review process. Since the addition of Ms. Webber, staff has completed the review of thirteen (13) Radiation Safety course applications; seven (7) Coronal Polish course applications; eight (8) Pit & Fissure course applications; one (1) Ultrasonic Scaler application; two (2) Dental Sedation Assistant applications and six (6) Orthodontic Assistant applications. This is a total of thirty-seven additional application

reviews completed while Ms. Webber was being trained. This approach to train has proven to be very successful.

In total, the Board staff has completed the review of seventy-five (75) Dental Assistant Educational Courses. As of this report, all prior pending Dental Assistant Educational Course Applications have been reviewed.

In addition to reviewing course applications, Ms. Webber has recently been transitioning into reviewing RDA program applications. Ms. Webber will observe her first RDA program site visit on October 26, 2010. There are five site visits scheduled between now and the end of the year. The completion of these scheduled site visits will bring this program into alignment.

Aside from the course reviews, work is under way on several other program improvements. All of the educational course applications are being reviewed with the intent of making them more uniform and user friendly. A Course review procedural manual is being developed.