



**Dental Assisting Committee  
Meeting Minutes  
Monday, November 7, 2011  
Sportsmen's Lodge, 12825 Ventura Blvd.  
Studio City, CA 91604**

**Members Present:**

Judith Forsythe, RDA, Chair  
Bruce Whitcher, DDS, Vice Chair  
Fran Burton, Public Member  
Luis Dominicus, DDS  
Huong Le, DDS  
Thomas Olinger, DDS

**Members Absent:**

**Staff Present:**

Richard DeCuir, Executive Officer  
Kim Trefry, Enforcement Chief  
Dawn Dill, Dental Assisting Program Manager  
Teri Lane, Supervising Investigator I  
Jocelyn Campos, Enforcement Coordinator  
Adrienne Mueller, Enforcement Analyst  
Sarah Wallace, Legislative and Regulatory Analyst  
Karen Fischer, Associate Analyst  
Linda Byers Executive Assistant  
Kristy Shellans, DCA Senior Staff Counsel  
Greg Salute, Deputy Attorney General

**Roll Call and Establishment of Quorum:**

Judith Forsythe, Chair called the meeting to order at 2:25 p.m. and established a quorum.

**DA 1 – Approval of the August 11, 2011 Dental Assisting Committee Meeting Minutes**

M/S/C (Le/Olinger) to accept the August 11, 2011 Dental Assisting Committee Meeting minutes. The motion was approved unanimously.

**DA 2 – Update Regarding Status of Dental Assisting Programs and Courses**

Dawn Dill, Dental Assisting Program Manager, reported that the new regulations for the Registered Dental Assisting Educational Programs will be effective Friday, November 11, 2011. There are 9 new applications being reviewed that will require site visits. There are 5 applications that will be sent an approval letter on November 11, 2011. All providers of dental assisting programs and courses affected by the new regulations, who currently possess Board approval, will be informed and sent a notice of compliance, which must be returned within 90 days of the effective date. All pending applicants affected by the new regulations will be notified of the adoption of the new requirements and informed to update their applications to comply with the new requirements.

Fran Burton asked that the city name be added to each of the Pending List Providers and that the primary location for multiple site providers be indicated.

**DA 3 – Update from Subcommittee Regarding the Survey of Registered Dental Assistants in Extended Functions (RDAEF) Licensees for the Purpose of Analysis of Workforce and Barrier to Care Issues**

Judith Forsythe reported for the subcommittee of herself and Dr. Whitcher that they are using Survey Monkey, a web-based survey developer, to aid in the administration of the revised survey. The Board does not collect email addresses from licensees; therefore, mailing labels will be created to send to all RDAEF licensees requesting participation in completing the survey via Survey Monkey.

Kristy Shellans, Legal Counsel, suggested a disclaimer be included in the letter stating that the survey is voluntary and would be to assist OSHPD in the collection of workforce data.

There was discussion as to how to assimilate the information gathered. Ms. Forsythe stated that they would let the full Board decide.

**DA 4 – Discussion and Possible Action Regarding Consideration of the Dental Assisting National Board (DANB) CPR List of Recognized Providers for Use by California Registered Dental Assistant Programs**

Ms. Forsythe stated that the California Association of Dental Assisting Teachers (CADAT) requested that this item be placed on the agenda.

Lori Gagliardi, CADAT, stated that the issue of CPR providers came up because there are providers other than the American Red Cross (ARC) and American Heart Association (AHA) that are acceptable for renewal but not for initial application. CADAT believes that providers recognized by the Dental Assisting National Board (DANB) meet the same standard and would like to have the courses considered equivalent.

The new regulations that became effective November 11, 2011 require a RDA program to provide a course in Basic Life Support (BLS) by an instructor approved by ARC or AHA, or any other course approved by the Board as equivalent (Ca. Code of Regs., Title 16, Section 1070.2(d)(9)(D)).

Richard DeCuir, Executive Officer, stated that he was informed by CADAT that the DANB approved BLS providers issue ARC or AHA certification cards.

Ms. Shellans stated that the regulation states ....or any other course approved by the Board as equivalent. The Board needs to develop a standardization of what's equivalent and what is acceptable evidence for proof of certification through regulations.

Dr. Whitcher suggested putting that on the list for the next time a rulemaking is done for Dental Assisting.

Ms. Shellans stated that her interpretation is that if an instructor is certified by ARC or AHA then it's acceptable.

Dr. Whitcher suggested that in the interim, if instructors provide proof such as verification that they are ARC or AHA certified on ARC or AHA letterhead, they would be approved.

Dawn Dill stated that a letter to the course providers asking for proof of certification could be sent out and posted on our website along with an email blast. She further stated that if students provided this certification with their application for examination it would not require any additional staff time.

Dr. Whitcher offered to help craft a letter to the course providers.

M/S/C (Whitcher/Burton) to direct staff to conduct outreach to course providers to insure that students have evidence that instructors of Basic Life Support courses provide suitable documentation of American Red Cross or American Heart Association certification. The motion passed unanimously.

**DA 5 – Discussion and Possible Action Regarding the Possibility of Splitting the RDAEF Examination into Two Separate Parts**

Dawn Dill reported that at the last meeting the Board directed staff to study the issue of exam validity and psychometric aspects and get an opinion from the Department of Consumer Affairs, (DCA) Office of Professional Examination Services (OPES). OPES believes it is appropriate for the Board to make a determination on changing the format of the exam provided the psychometric concerns are taken into consideration. The concerns of OPES were; that the candidate maintain minimum competency between the initial (passed in part, failed in part) and final (complete passed) pair of examinations, and that a candidate may be tempted to ask a patient not to visit a dentist so that the candidate can re-administer the procedure on the patient for the next examination. There was discussion about how the exam should be split and possibly putting a timeframe on retaking the exam.

Ms. Shellans stated that there is nothing in the statute that provides for limitations on re-takes. The Board could try adopting a regulation to implement a time limitation.

Dr. Whitcher suggested that until competency becomes an issue we should just leave it open.

M/S (Whitcher/Dominicis) to split the RDAEF Examination into two parts for re-takes so that candidates only have to re-take the failed portion.

There was further discussion regarding competency and the need for a time limitation for re-taking the exam.

The vote was taken, there were 2 in favor and 3 opposed. The motion failed.

M/S/C (Burton/Olinger) to recommend to the Board that they adopt the split RDAEF examination but continue with the current requirement until a regulation for a time limit on re-taking the failed portion of the exam is in place. The motion passed 4 approved, 1 opposed.

**DA 6 – Discussion and Possible Action Regarding Consideration of the Dental Assisting National Board (DANB) Certified Orthodontic Assistant Examination as an Acceptable Alternative for the Orthodontic Assistant Permit**

Lori Gagliardi, CADAT, reported that the resources available to prepare for the Orthodontic Assistant Examination were either unavailable or outdated. DANB has an Orthodontic Assistant Exam that is accepted in 4 other states. She reviewed the side by side comparison provided. CADAT would like the Board to consider the DANB exam as an alternative to the current exam.

Kristy Shellans, Legal Counsel, referred the Board to Section 1750.2 of the Business and Professions Code which states that the requirement for Orthodontic Assistant Permit eligibility is passage of a written examination administered by the Board. At this time, the Board is required by Legislation to develop and administer the exam for Orthodontic Assistants. The Board does not have the authority to allow an outside vendor to administer the exam. That would take a statutory change. Bids are being reviewed for the Board's Orthodontic Assistant written examination. The Board expects to have a fully executed contract and begin work in January 2012.

Earl Johnson, California Association of Orthodontists (CAO), stated that when he was asked for reference materials he found very little printed material on the specifics of Orthodontic Assisting. He

stated that the best document available is the one CAO made for its members for this particular permit. He stated that DANB is a good idea and should be looked into in the future.

### **DA 7 – Discussion and Possible Action Regarding the Dental Assisting Council Appointment Process**

Judith Forsythe reported that the subcommittee of herself and Dr. Witcher has been working on the application process for the potential Dental Assisting Council members. Initial appointments need to be done by May 1, 2012. Dr. Witcher reported that they have a draft of an application that is being reviewed by legal. The committee was given a copy of the draft and agreed that in the interest of expediency, it did not need to come back to committee once it has been reviewed by legal.

Lori Gagliardi, CADAT, stated that they would like to see the time commitment and travel requirements outlined for potential applicants of the Dental Assisting Council.

Fran Burton stated that an understanding of complying with conflict of interest requirements is a concern of hers. Ms. Shellans stated that the Department has an Incompatible Work Activity Policy that could be included in whole or part. The committee agreed to move forward with the application process.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNMENT**

The committee adjourned at 3:30 p.m.