



**DENTAL ASSISTING COUNCIL  
MEETING MINUTES**

**August 26, 2013**

Department of Consumer Affairs  
Hearing Room, HQ2

1747 North Market Blvd., Sacramento, CA, 95834

**Members Present**

Judith Forsythe, RDA – Chair  
Anne Contreras, RDA  
Pamela Davis-Washington, RDA  
Michele Jawad, RDA  
Teresa Lua, RDAEF  
Bruce Whitcher, DDS

**Members Absent**

Emma Ramos, RDA

**Staff Present**

Karen Fischer, Executive Officer  
Jennifer Thornburg, Assistant Executive Officer  
Kim Trefry, Enforcement Chief  
April Alameda, Dental Assisting Unit and Investigative Analysis Unit Manager  
Marla Rocha, Dental Assisting Program Examination Coordinator  
Sharon Langness, Dental Assisting Educational Programs  
Sarah Wallace, Legislative and Regulatory Analyst  
Linda Byers, Executive Assistant  
Spencer Walker, DCA Senior Staff Counsel

1. **Call to Order/Roll Call/Establishment of Quorum**

Judith Forsythe, Chair, called the Dental Assisting Council meeting to order at 9:17 a.m. Roll was called and a quorum established.

2. **Welcome and Introduction of New Dental Assisting Council Member Michele Jawad, RDA, and Administration of Oath of Office**

Dr. Le, Dental Board President administered the oath of office to Ms. Jawad. Judith Forsythe, Chair, welcomed her and gave a brief biography of her education and accomplishments.

3. **Welcome and Introduction of New Dental Assisting Program Analyst Marla Rocha**

Judith Forsythe, Chair, introduced Ms. Rocha and gave a brief biography of her education, accomplishments and responsibilities as a new staff member at the Dental Board.

4. **Approval of the February 28, 2013 Dental Assisting Council Meeting Minutes**  
Moved/Seconded/Carried (M/S/C) (Lua/Davis-Washington) to approve the February 28, 2013 Dental Assisting Council minutes. The motion passed unanimously with Ms. Jawad abstaining.

5. **Chair Report**

Ms. Forsythe recognized Karen Fischer, Executive Officer of the Dental Board of California and thanked her for assembling such a great team. She commented that elections for Chair and Vice Chair of the Dental Assisting Council will be held at the November meeting.

6. **Update Regarding the Status of Dental Assisting Program and Course Applications**

Sharon Langness, analyst for programs and courses in the Dental Assisting Program, introduced herself and provided an update on the status of course and program applications currently being processed, as well as those that have received approval for 2013.

LaDonna Drury-Klein, Executive Director of the California Association of Dental Assisting Teachers (CADAT), expressed concern that the Dental Assisting Council (DAC) should know more about the Dental Assisting Programs and Courses application and approval process being conducted by staff. She shared historical information about how the review and approval process was conducted under COMDA and mentioned that CADAT would like to see that process brought back. Ms. Forsythe, the Council Chair, reminded everyone that it was a Board decision to authorize the Executive Officer to oversee that process and to approve the applications as appropriate which also expedited the process. Dr. Witcher commented that the DAC should set the standards for approvals, not do the approving.

Michele Jawad commented that a report of Program and Course approvals would be helpful. It was agreed that staff will provide the DAC with a list of Programs and Courses that are approved.

Ms. Drury-Klein further commented that CADAT would like to see the DAC take formal actions not just casual discussion. Legal Counsel commented that since this is report was intended as an update any formal action relating to this item should be mentioned under future agenda items.

7. **Dental Assisting Program Licensure and Permit Statistics**

Sharon Langness provided an update of the statistics. Teresa Lua asked for further clarification of the Statistics for Registered Dental Assistants in Extended Functions (RDAEF). There was a discussion regarding whether the statistics for the number of new RDAEF licenses was accurate. Karen Fischer, Dental Board Executive Officer, directed Dental Assisting staff to re-evaluate what/how information is gathered to produce the statistics. Joan Greenfield, Extended Functions Association, questioned the statistics for RDAEF's with enhanced duties.

8. **Dental Assisting Program Examination Statistics**

Sharon Langness provided an update of written and practical examination statistics for all dental assisting examinations. Teresa Lua commented that there is a large discrepancy in the Law and Ethics exam pass rates between the northern and southern regions. Michele Jawad, RDA, requested a comparison of the written exam pass rates between the northern and southern regions. Joan Greenfield, Director of Continuing Education for the Dental Health Department at Sacramento City College, requested that the RDAEF pass rates be broken down even further by northern and southern and provider. CADAT concurred with Ms. Greenfield regarding the RDAEF exams. LaDonna Drury-Klein suggested that the Council identify what types of data would be most useful in making recommendations to the Board regarding schools and examinations. She suggested comparing the pass rates with candidate preparedness and reviewing applications for more information.

9. **Update on Consultant Contracts Regarding Dental Assisting Examinations**

April Alameda, Interim Dental Assisting Manager, provided an update on the contracts for the re-evaluation of the Registered Dental Assistant Written examination, and the Dental Sedation Assistant (DSA) examination. She reported that the final reports on these examinations are due in April of 2014. LaDonna Drury-Klein expressed concern that the data shown for the DSA examination needs reviewing. She commented that there are only 10 approved DSA course providers, all private Dental offices, which do not offer the course to external candidates. She commented that CADAT is also concerned that the Subject Matter Experts (SME) being used to develop the DSA examination were employees from the same offices that were providing the courses. There was discussion regarding whether re-evaluation of the DSA examination is premature considering there is such a small number of permit holders. Dr. Witcher commented that the examination is doing its job. Not every candidate will or should pass. An examination is meant to have a reasonable pass rate and then fall off markedly for second and third attempts.

10. **Report on a Plan for Registered Dental Assistant (RDA) Program Site Visits**

Sharon Langness reported on the plan for staff to begin re-evaluations of all RDA programs, which are required by regulation approximately every seven years. She reported that training has begun with new subject matter experts who will be assisting in the re-evaluation process. Additionally, she reported that staff will incorporate dental assisting courses into the re-evaluations in the future.

11. **Update on Amending California Code of Regulations, Title 16, Section 1004 Relative to the Abandonment of Applications to Split the Retake of the Registered Dental Assistant in Extended Functions (RDAEF) Examination**

Marla Rocha provided an update on the status and progress of the amendment. Sarah Wallace, Legislative Analyst for the Board, reported that the Board had already directed staff to move forward with this regulation and this was an update only. No action was required by the Council.

12. **Staff Update on the Proposed Regulatory Amendments to California Code of Regulations, Title 16, Sections 1014 and 1014.1, Relevant to Radiation Safety Course Requirements**

Marla Rocha provided an update on the status of the amendments. With the hiring of a new analyst in the dental assisting program, there are now the available staff resources to dedicate to the development of dental assisting regulatory proposals. Staff has been able to further review the need for radiation safety course amendments, as well as the need for other dental assisting education course and program amendments.

Staff recommended that the Council discontinue work on the individual regulatory proposal for radiation safety course requirements, and begin moving forward with the development of one regulatory proposal for needed amendments to all courses and programs, in addition to the radiation safety course requirements.

Staff thanked CADAT for their dedication and participation in discussions regarding the amendments to the radiation safety course requirements, and will consider all the work previously accomplished when developing the radiation safety course requirements as part of the larger regulatory package.

The Council discussed staff's recommendation to discontinue the work on the radiation safety course requirements.

M/S/C (Lua/Jawad) to direct staff to discontinue work on the individual regulatory proposal for radiation safety course requirements and begin moving forward with the development of one regulatory proposal pertaining to all dental assisting programs and courses in addition to the radiation safety course requirements once it is prioritized by the Council and the Board. LaDonna Drury-Klein, CADAT, commented that they support this and would like to see it move forward as quickly as possible. The motion passed unanimously.

13. **Discussion and Possible Action Regarding Recommendation to the Board for Dental Assisting Regulatory Priorities for Fiscal Year 2013/14**

Sharon Langness presented staff recommendations of regulatory priorities for the Council to consider and recommend to the Board its top priorities for FY 2013/14. There were three recommendations:

1. Dental Assisting Educational Programs and Courses
2. Dental Assisting Program Application and Examination Requirements
3. Dental Assisting Program Duties and Settings

Staff identified Dental Assisting Educational Programs and Courses as their top priority to be forwarded to the Board.

Staff suggested that a one-day 'working' meeting (workshop) be considered to facilitate stakeholders input to the proposal, if the Board approved this recommendation.

The Council discussed staff's recommendation to set the Dental Assisting Programs and Courses as its top priority and forward to the Board for its consideration.

M/S/C (Lua/Jawad) to recommend that the Board consider Dental Assisting Programs and Courses as its top priority when the Board develops its regulatory priorities for Fiscal Year 2013-14. There was no public comment. The motion passed unanimously.

14. **Public Comment of Items Not on the Agenda**

There was no public comment.

15. **Future Agenda Items**

Joan Greenfield, Extended Functions Association requested considering promulgating regulations to add the administration of Local Anesthesia and Nitrous Oxide to the scope of practice for Registered Dental Assistants in Extended Functions 2.

LaDonna Drury-Klein, CADAT, requested that the manner in which examination statistics are managed and collected be an action item on a future agenda.

LaDonna Drury-Klein, CADAT, requested the Council's consideration and selection of examination sites and the frequency of Registered Dental Assistant (RDA) examinations in 2015-16 be placed on a future agenda as an action item.

LaDonna Drury-Klein, CADAT, requested that regulatory requirements for Dental Assisting (non-RDA) programs, such as ROP and private schools, be placed on a future agenda.

16. **Council Member Comments for Items Not on the Agenda**

There were no further Council member comments.

17. **Adjournment**

The meeting adjourned at 11:49 a.m.