



DENTAL BOARD AND DENTAL ASSISTING COUNCIL MEETING MINUTES

Thursday, February 23, 2017

Humphreys Half Moon Inn
2303 Shelter Island Drive
San Diego, CA 92106

Members of the Board Present

Bruce L. Witcher, DDS, President
Thomas Stewart, DDS, Vice President
Debra Woo, DDS, MA, Secretary
Steven Afriat, Public Member
Fran Burton, MSW, Public Member
Steven Chan, DDS
Yvette Chappell-Ingram, Public Member
Katie Dawson, BS, RDHAP
Judith Forsythe, RDA
Ross Lai, DDS
Huong Le, DDS, MA
Steven Morrow, DDS, MS

Members of the Board Absent

Meredith McKenzie, Public Member
Kathleen King, Public Member

Members of the Dental Assisting Council Present

Chair – Emma Ramos, RDA
Vice Chair – Anne Contreras, RDA
Pamela Davis-Washington, RDA
Tamara McNealy, RDA
Judith Forsythe, RDA
Ross Lai, DDS

JNT 1 - Call to Order/Roll Call/Establishment of Quorum.

President Bruce Witcher called the meeting to order at 11:00a.m. Emma Ramos, Dental Assisting Council Chair, called the roll and a quorum was established.

JNT 2 - Approval of the December 1 , 2016 Joint Dental Board and Dental Assisting Council Meeting Minutes.

President Witcher asked if there were any comments, questions or edits needed to be made to the December 1, 2016 minutes. He then asked if there was any public comment on the minutes.

Hearing none, Dr. Witcher moved a motion to approve the minutes. Dr. Morrow seconded the motion.

Support: Whitcher, Stewart, Woo, Afriat, Burton, Chan, Chappell-Ingram, Dawson, Forsythe, Lai, Le, Morrow, Contreras, Ramos, Davis-Washington, McNealy, Rodriguez,
Oppose: 0 **Abstain:** 0 **Absent:** 0

The motion carries.

JNT 3: Dental Assisting Staff Update

Sarah Wallace, Assistant Executive Officer gave a staff update. Ms. Wallace reported on the recent hires in the dental assisting unit and what their new roles will be. She went on to mention that the Board administered RDA practical examinations on January 14-15 in Pomona, February 4 in Pomona and February 11 in San Francisco. Additionally, the Board administered the RDAEF examination on January 28 in San Francisco. Drs. Lai and Woo attended the administration of the RDAEF examination on January 28 in San Francisco, and Dr. Woo attended the RDA practical examination on February 11 in San Francisco. After her report, Ms. Wallace made herself available to answer any questions.

Hearing no questions, Dr. Whitcher moved on to the next item.

JNT 4 – Update on Dental Assisting Program and Course Applications

Ms. Wallace gave an overview of the information provided.

Board comment:

Dr. Morrow asked if once a program has received approval from the Board, if that program is ever re-approved? Do we have a process where we look at the outcomes assessment of that program and do we perform re-approvals?

Ms. Wallace explained that there is an initial provisional approval, and after the 1st graduation class has gone through, then the Board conducts a Full Approval of the program. She went on to mention that there is a requirement for re-evaluation that takes place at minimum every seven years and that the Board is currently working on a schedule to re-evaluate programs and bring us up to status.

Dr. Morrow asked if the Board does in fact have a re-approval process to re-evaluate programs and courses every seven years.

Ms. Wallace answered affirmatively and explained that the re-approval doesn't have to come in the form of a site visit. It may be the case that the program or course is just required to complete an additional curriculum review and at that point the Board could decide whether or not a site visit is necessary.

Hearing no other questions, Dr. Whitcher moved on to the next item

JNT 5 - Update on Dental Assisting Program Examination Statistics.

- RDA Practical Exam
- RDA General Written Examination
- RDA Law and Ethics Examination
- RDAEF Clinical and Practical Examinations
- RDAEF General Written Examination
- Orthodontic Assistant (OA Written Examination
- Dental Sedation Assistant (DSA) Written Examination

Ms. Wallace reported on the information provided. She also pointed out that our reporting tools have been unintentionally duplicating statistics and that the board continues to work on rectifying the duplication error.

Board comment:

Ms. Fischer asked if this duplication error a consequence of our online system BreEZe.

Ms. Wallace responded affirmatively and explained that staff has been encountering issues with it over the last few months.

Ms. Fischer added for clarification that the duplication errors are due to BreEZe and not to what staff has entered onto the system. She explained the possible reasons why the Qbirt reporting system may be causing errors on reports, and mentioned staff will report back if anything changes.

Dr. Chan asked if the Registered Dental Assistants in Extended Functions and the Orthodontic Assistants have different tests and if their exams are given independently.

Ms. Wallace answered affirmatively and explained they are computer based tests administered by PSI and no practical exam is given for Dental Sedation Assistants nor Orthodontic Assistants.

Dr. Witcher added that those assistants have a completely different program and examinations.

Hearing no other questions, Dr. Witcher moved on to the next item.

JNT 6 – Update on Dental Assisting Licensing Statistics

- Registered Dental Assistant (RDA)
- Registered Dental Assistant in Extended Functions (RDAEF)
- Orthodontic Assistant (OA)
- Dental Sedation Assistant (DSA)

Ms. Wallace gave an overview of the information provided. She once again pointed out the duplicating error showing up on the statistics and that staff continues to work on rectifying the duplication error. After her overview of the licensing statistics she made herself available to answer questions.

Board comment:

Ms. Fischer asked Dr. Chan if this was what he was looking for when he inquired about the RDAEF and OA exams.

Dr. Chan responded affirmatively.

Ms. Fischer responded she would make a note of that for future Board meetings.

Dr. Chan inquired about why the EF and the OA exams can't be combined. He went on to ask why the extended functions are not taught as a general rule to all assistants, therefore streamlining the classifications process.

Dr. Whitcher responded that this particular question, although it's legitimate, it has not been agendaized and the discussion to this question will have to be for another time.

Hearing no other questions, Dr. Whitcher moved on to the next item.

JNT 7 - Update Regarding the Review of the Registered Dental Assistant (RDA) Practical Examination

Ms. Wallace discussed that staff has been working with the Department of Consumer Affairs' Office of Professional Examination Services (OPES) in its review and update of the RDA practical examination. Irene Wong-Chi, the Research Program Specialist from OPES, attended the RDA practical examination held at the University of California, San Francisco on November 5, 2016, to observe the examination and to evaluate the psychometric quality of the examination. Ms. Wallace went on to mention that staff assisted OPES in coordinating the practical examination stakeholder workshop that was held on January 26-27, 2017. During this workshop and under the facilitation of an OPES testing specialist, stakeholders participated in an open discussion regarding the RDA profession. A second workshop was held on February 17-18, 2017 where licensees will participate in the review and possible update of the RDA practical examination. She mentioned that staff will continue to report on the progress of the OPES review of the RDA practical examination and that the Board will have a report sometime during the summer of 2017.

Board comment:

Dr. Whitcher mentioned that Board and DAC members are waiting to see those results and they are hoping to have further discussions at the May meeting.

Hearing no other questions, Dr. Whitcher moved on to the next item.

JNT 8 – Update Regarding the Combining of the Registered Dental Assistant (RDA) Law & Ethics and General Written Examinations

Ms. Wallace discussed that at the December 2016 meeting, the Dental Board of California (Board) and the Dental Assisting Council (Council) discussed combining the Registered Dental Assistant (RDA) Written and Law and Ethics examinations into one examination and since then has entered into an interagency contract with OPES to implement the combined test plan based on the results of the 2016 RDA Occupational Analysis. She pointed out that there are two projects the Board is simultaneously

working on. One is to keep the Law & Ethics exam up to date while at the same time working on combining both the Written and Law & Ethics examinations. Staff is working diligently on these two projects and the Board hopes to have the combined test release during mid to late 2018.

Ms. Fischer added that with the workshops that are conducted by OPES, staff's involvement really has to do in regards to the travel. Making the travel arrangements and working with the people who participate in these workshops.

Ms. Rodriguez, DAC member, asked if OPES' report will indicate the pass rate as it pertains to the filing vs the temporary crown and if it will be broken into two categories when they will be reporting.

Ms. Wallace responded that she is not entirely sure what OPES will be including in the report but what she anticipates is that they will include some sort of analyses that scores each component of the practical exam.

Ms. Fischer took the opportunity to introduce Jennifer Rodriguez as the new RDAEF dental assisting council member.

Hearing no other questions, Dr. Witcher moved on to the next item

JNT 9 - Update on 2017 Dental Assisting Council Regulatory Workshops

Ms. Wallace reported on the activity of the Dental Assisting Regulatory Workshops that took place throughout 2016. She went on to discuss the dates chosen in 2017 for the remaining regulatory workshops and mentioned that the regulatory package will be presented to the Dental Assisting Council and the board members in draft form at possibly the August 2017 meeting.

Hearing no questions, Dr. Witcher moved on to the next item.

JNT 10 – Public Comment on Items Not on the Agenda Board comment:

No further public comment.

JNT 11 – Future Agenda Items

No comments.

JNT 12 - Board and Council Member Comments on Items Not on the Agenda

No further board or council comments.

JNT 13 - Adjourn Joint Meeting of the Dental Board and the Dental Assisting Council.

President Witcher adjourned the council meeting at 11:29a.m