

These data are presented for informational purposes only and are not intended as a legal opinion regarding dental practice in any state. DANB confers with each state's dental board at least annually regarding the accuracy and currency of this information. To verify, or if you have any questions, please contact your state's dental board.



Measuring Dental Assisting Excellence®

How To Use The Following Charts

Chart 1

View which job designations are used in your state.

Be sure to follow the legal requirements to perform dental radiographic procedures.

See which tasks are not permitted by state law.

View the education/training/credentialed required for each level of dental assisting.

North Dakota		State approved 10/11 Revised by DANB 10/11
Education/Training/Credentialed Required	Job Title Assigned by State or ND	Proposed Radiographic National Job Titles
<p>To apply job and require evaluation in the state of North Dakota under the direct supervision of a licensed dentist, a dental assistant must:</p> <ul style="list-style-type: none"> Be a Registered Dental Assistant (RDA) as defined in NDCC §14-02-01. Hold current national DANB Certification (CDA) with within two years of application or equivalent certification from a state or territory dental assisting program within one year of application or being approved under the supervision of a dentist for two years of application and 18 CE hours. Pass DANB RHE and ICE exams within one year of application. Apply to the North Dakota State Board of Dental Examiners. <p>A dental assistant in the state of North Dakota may perform duties specified by the state dental practice act under the direct supervision of a licensed dentist.</p> <p>There are no education or training requirements for this level of dental assisting.</p>	<p>Registered Dental Assistant (RDA)</p> <p>Dental Assistant</p> <p>RDAs</p> <p>RDAs</p>	<p>To locally operate dental x-ray equipment and perform dental radiographic procedures in the state of North Dakota, one must be a Registered Dental Assistant or meet the relevant state requirements to be an RD.</p> <p>The following functions are not permitted by any level of dental assistant:</p> <ol style="list-style-type: none"> 30. Scaling, root planning, or prophylaxis. 33. E.T. tracing or contouring of a tooth, including contouring a crown which has not been placed. 34. Mixing base or wax. 40. Apply oil and fluoride. 41. Apply oil and fluoride. 42. Apply oil and fluoride. 43. Apply oil and fluoride. 44. Apply oil and fluoride. 45. Apply oil and fluoride. 46. Apply oil and fluoride. 47. Apply oil and fluoride. 48. Apply oil and fluoride. 49. Apply oil and fluoride. 50. Apply oil and fluoride. 51. Apply oil and fluoride. 52. Apply oil and fluoride. 53. Apply oil and fluoride. 54. Apply oil and fluoride. 55. Apply oil and fluoride. 56. Apply oil and fluoride. 57. Apply oil and fluoride. 58. Apply oil and fluoride. 59. Apply oil and fluoride. 60. Apply oil and fluoride. 61. Apply oil and fluoride. 62. Apply oil and fluoride. 63. Apply oil and fluoride. 64. Apply oil and fluoride. 65. Apply oil and fluoride. 66. Apply oil and fluoride. 67. Apply oil and fluoride. 68. Apply oil and fluoride. 69. Apply oil and fluoride. 70. Apply oil and fluoride.

Chart 2

Review all the allowable tasks for each level of dental assisting as published in the state practice act.

North Dakota		State approved 10/11 Revised by DANB 10/11
Job Title Assigned by State or ND	Proposed Radiographic National Job Titles	Functions NOT Permitted by Dental Assistants in ND
<p>Registered Dental Assistant (RDA)</p> <p>Dental Assistant</p> <p>RDAs</p> <p>RDAs</p>	<p>Registered Dental Assistant (RDA)</p> <p>Dental Assistant</p> <p>RDAs</p> <p>RDAs</p>	<p>The following functions are not permitted by any level of dental assistant:</p> <ol style="list-style-type: none"> 30. Scaling, root planning, or prophylaxis. 33. E.T. tracing or contouring of a tooth, including contouring a crown which has not been placed. 34. Mixing base or wax. 40. Apply oil and fluoride. 41. Apply oil and fluoride. 42. Apply oil and fluoride. 43. Apply oil and fluoride. 44. Apply oil and fluoride. 45. Apply oil and fluoride. 46. Apply oil and fluoride. 47. Apply oil and fluoride. 48. Apply oil and fluoride. 49. Apply oil and fluoride. 50. Apply oil and fluoride. 51. Apply oil and fluoride. 52. Apply oil and fluoride. 53. Apply oil and fluoride. 54. Apply oil and fluoride. 55. Apply oil and fluoride. 56. Apply oil and fluoride. 57. Apply oil and fluoride. 58. Apply oil and fluoride. 59. Apply oil and fluoride. 60. Apply oil and fluoride. 61. Apply oil and fluoride. 62. Apply oil and fluoride. 63. Apply oil and fluoride. 64. Apply oil and fluoride. 65. Apply oil and fluoride. 66. Apply oil and fluoride. 67. Apply oil and fluoride. 68. Apply oil and fluoride. 69. Apply oil and fluoride. 70. Apply oil and fluoride.

The numbers next to each task correspond to the 70 numbered tasks that were identified and used in the DANB/ADAA Core Competency Study. Tasks that are not numbered do not directly match one of the 70 tasks, yet are identified by the state in the practice act. A full list of those tasks follow your state's chart.

Compare your state's job designations to those used as standardized job titles in the DANB/ADAA Core Competency Study.

If your state's dental practice act specifically defines levels of supervision, the state-specific definition is noted in the template.

Dental Assisting Functions List

The following is a list of 70 dental assisting tasks developed by the ADA/DANB Alliance in the course of its research. These selected tasks were determined to be representative of a broad range of dental assisting core competencies.

Functions in each state that correspond to the national Core Competencies Study functions are **numbered** in the Career Ladder Template, using language directly from the state's dental practice act. Functions listed with **bullets** in the *Career Ladder Template* are part of the state's practice act but are not specific matches to DANB research.

1. Perform mouth mirror inspection of the oral cavity
2. Chart existing restorations or conditions
3. Phone in prescriptions at the direction of the dentist
4. Receive and prepare patients for treatment, including seating, positioning chair, and placing napkin
5. Complete laboratory authorization forms
6. Place and remove retraction cord
7. Perform routine maintenance of dental equipment
8. Monitor and respond to post-surgical bleeding
9. Perform coronal polishing procedures
10. Apply effective communication techniques with a variety of patients
11. Transfer dental instruments
12. Place amalgam for condensation by the dentist
13. Remove sutures
14. Dry canals
15. Tie in archwires
16. Demonstrate knowledge of ethics/jurisprudence/patient confidentiality
17. Identify features of rotary instruments
18. Apply topical fluoride
19. Select and manipulate gypsums and waxes
20. Perform supragingival scaling
21. Mix dental materials
22. Expose radiographs
23. Evaluate radiographs for diagnostic quality
24. Provide patient preventive education and oral hygiene instruction
25. Perform sterilization and disinfection procedures
26. Provide pre- and post-operative instructions
27. Place and remove dental dam
28. Pour, trim, and evaluate the quality of diagnostic casts
29. Size and place orthodontic bands and brackets
30. Using the concepts of four-handed dentistry, assist with basic restorative procedures, including prosthodontics and restorative dentistry
31. Identify intraoral anatomy
32. Demonstrate understanding of the OSHA Hazard Communication Standard
33. Place, cure and finish composite resin restorations
34. Place liners and bases
35. Place periodontal dressings
36. Demonstrate understanding of the OSHA Bloodborne Pathogens Standard
37. Take and record vital signs
38. Monitor vital signs
39. Clean and polish removable appliances and prostheses
40. Apply pit and fissure sealants
41. Prepare procedural trays/armamentaria set-ups
42. Place orthodontic separators
43. Size and fit stainless steel crowns
44. Take preliminary impressions
45. Place and remove matrix bands
46. Take final impressions
47. Fabricate and place temporary crowns
48. Maintain field of operation during dental procedures through the use of retraction, suction, irrigation, drying, placing and removing cotton rolls, etc.
49. Perform vitality tests
50. Place temporary fillings
51. Carve amalgams
52. Process dental radiographs
53. Mount and label dental radiographs
54. Remove temporary crowns and cements
55. Remove temporary fillings
56. Apply topical anesthetic to the injection site
57. Demonstrate understanding of the Centers for Disease Control and Prevention Guidelines
58. Using the concepts of four-handed dentistry, assist with basic intraoral surgical procedures, including extractions, periodontics, endodontics, and implants
59. Monitor nitrous oxide/oxygen analgesia
60. Maintain emergency kit
61. Remove permanent cement from supragingival surfaces
62. Remove periodontal dressings
63. Place post-extraction dressings
64. Fabricate custom trays, to include impression and bleaching trays, and athletic mouthguards
65. Recognize basic medical emergencies
66. Recognize basic dental emergencies
67. Respond to basic medical emergencies
68. Respond to basic dental emergencies
69. Remove post-extraction dressings
70. Place stainless steel crown



Levels of Supervision

An important consideration in the discussion of the delegation of tasks to dental assistants is that of supervision of dental assistants by their dentist-employers. The American Dental Association (ADA) has identified four levels of supervision for dental auxiliaries, including dental assistants, which it defines in its “Comprehensive Policy Statement on Allied Dental Personnel,” (2006: 307) which is part of its *Current Policies*, last updated in 2007. Note that “allied dental personnel” refers to dental assistants, dental hygienists and dental laboratory technicians.

The four levels of supervision defined by the ADA are as follows:

Personal supervision: A dentist is personally operating on a patient and authorizes the allied dental personnel to aid treatment by concurrently performing a supportive procedure.

Direct supervision: A dentist is in the dental office or treatment facility, personally diagnoses the condition to be treated, personally authorizes the procedures, and remains in the dental office or treatment facility while the procedures are being performed by the allied dental personnel and, before dismissal of the patient, evaluates the performance of the allied dental personnel.

Indirect supervision: A dentist is in the dental office or treatment facility, has personally diagnosed the condition to be treated, authorizes the procedures, and remains in the dental office or treatment facility while the procedures are being performed by the allied dental personnel, and will evaluate the performance of the allied dental personnel.

General supervision: A dentist is not required to be in the dental office or treatment facility when procedures are being performed by the allied dental personnel, but has personally diagnosed the condition to be treated, has personally authorized the procedures and will evaluate the performance of the allied dental personnel.

Furthermore, the ADA’s Comprehensive Policy Statement on Allied Dental Personnel stipulates that intraoral expanded functions should be performed by allied dental personnel “only under the direct supervision of a dentist.”

Because the study of dental assisting core competencies undertaken by the ADAA/DANB Alliance did not address the question of supervision, the ADAA/DANB Alliance does not make any recommendations as to the levels of supervision that should be necessary for the delegation of the tasks included in the study to dental assistants. However, the ADAA/DANB Alliance believes it is important to call attention to the fact that, while the ADA has defined supervision levels in the aforementioned policy statement, which governs the ADA’s own activities and the activities of its members, these definitions have not been uniformly adopted by the dental boards of every U.S. state or district.

For the purposes of this volume, if a state’s dental practice act specifically defines levels of supervision, the state-specific definition is noted in the template.



Dental Assisting National Board, Inc. (DANB)

444 N. Michigan Ave., Suite 900
Chicago, IL 60611
1-800-367-3262 or 312-642-3368
Fax: 312-642-1475
www.danb.org • danbmail@danb.org

Education/Training/ Credential Required	Job Title According to State of NH	Proposed Standardized National Job Titles (see below)	Radiography Requirements	Functions <u>NOT</u> Permitted by Dental Assistants in NH
<p>Note: All dental assistants applying to perform expanded functions must be at least 18 years of age. Such assistants are considered qualified in a specific expanded duty if they have successfully completed a specific expanded duty course or exam, or both. Course or exam participants shall retain a copy of the course records and a certificate of course or exam completion. Dental assistants, other than Graduate Dental Assistants,* shall qualify to perform a preliminary inspection of the oral cavity before qualifying in any other expanded function. See NH Rule Den 302.05 for more information.</p>				
<p>To perform expanded functions under the direct supervision of a licensed dentist in the state of New Hampshire, a dental assistant <i>must</i> be qualified as follows:</p> <p>Coronal polishing:</p> <ul style="list-style-type: none"> Be a Graduate Dental Assistant* OR Have at least 400 hours of clinical dental assisting work experience AND Successfully complete a coronal polishing course or exam approved by the New Hampshire Board of Dental Examiners (NHBDE) <p>Dental sealants:</p> <ul style="list-style-type: none"> Be a Graduate Dental Assistant* OR Have at least 400 hours of clinical dental assisting work experience <i>prior</i> to course AND Successfully complete a NHBDE-approved course or exam in dental sealants <p>In-office tooth whitening:</p> <ul style="list-style-type: none"> Be a Graduate Dental Assistant* OR Be a Certified Dental Assistant OR Have at least 400 hours of clinical dental assisting work experience <i>prior</i> to course AND Successfully complete a NHBDE-approved course or exam in in-office tooth whitening <p>Monitor nitrous oxide administration:</p> <ul style="list-style-type: none"> Be a Graduate Dental Assistant* OR Be a Certified Dental Assistant OR Have at least 400 hours of clinical dental assisting work experience <i>prior</i> to course AND Successfully complete a NHBDE-approved course or exam in nitrous oxide AND Currently be certified in CPR <p>Orthodontic Duties:</p> <ul style="list-style-type: none"> Be a Graduate Dental Assistant* OR Be a Certified Dental Assistant OR Have at least 400 hours of clinical dental assisting work experience <i>prior</i> to course AND Successfully complete a NHBDE-approved course or exam in orthodontic duties <p>Preliminary inspection of the oral cavity:</p> <ul style="list-style-type: none"> Be a Graduate Dental Assistant* OR Be a Certified Dental Assistant OR Have at least 400 hours of clinical dental assisting work experience <i>prior</i> to course AND Successfully complete a NHBDE-approved course or exam in preliminary inspection of the oral cavity <p>Provisional crown and bridge restorations:</p> <ul style="list-style-type: none"> Be a Graduate Dental Assistant* OR Have at least 400 hours of clinical dental assisting work experience <i>prior</i> to course AND Successfully complete a NHBDE-approved course or exam in provisional crown and bridge restorations 	<p>Dental Assistant <i>qualified to perform expanded functions</i></p>	<p>Expanded Functions Dental Assistant (EFDA)</p>	<p>To legally operate dental x-ray equipment and perform dental radiographic procedures in the state of New Hampshire, one must:</p> <ul style="list-style-type: none"> Be 18 years of age or older <p>AND</p> <ul style="list-style-type: none"> Be a Graduate Dental Assistant OR Complete 400 hours of work experience in clinical dental assisting <p>AND</p> <ul style="list-style-type: none"> Successfully complete an expanded duty course approved by the New Hampshire Board of Dental Examiners (NHBDE), with a minimum of eight lecture hours and eight laboratory hours (see <i>DANB's State Fact Booklet</i> or NH Rule Den 302.05 for more information) <p>AND</p> <ul style="list-style-type: none"> Pass the national DANB Radiation Health and Safety (RHS) or Certified Dental Assistant (CDA) exam <p>AND</p> <ul style="list-style-type: none"> Apply to the NHBDE for state certification 	<p>The following functions are not permitted by any level of dental assistant:</p> <ul style="list-style-type: none"> Diagnosis, treatment planning and prescriptions (including prescriptions for drugs and medicaments or authorization for restorative prosthodontic, or orthodontic appliances) Surgical procedures on hard or soft tissues within the oral cavity; or any other intraoral procedure that contributes to, or results in, an irremediable alteration of the oral anatomy
<p>New Hampshire does not register or license dental assistants. However, New Hampshire allows dental assistants who hold the national DANB Certified Dental Assistant (CDA) Certification or are Graduate Dental Assistants (GDAs) to perform duties that are considered expanded duties in some states.</p> <p>*Dental assistants in New Hampshire can earn status as a GDA by graduating from a CODA-accredited program of dental assisting.</p> <p>A dental assistant in the state of New Hampshire may perform basic supportive dental procedures specified by the state dental practice act under the direct or general supervision of a licensed dentist. There are no education or training requirements for this level of dental assisting.</p>	<p>DANB Certified Dental Assistant (CDA) <i>and</i> Graduate Dental Assistant (GDA)</p> <p>Dental Assistant</p>	<p>DANB Certified Dental Assistant (CDA) <i>or</i> Registered Dental Assistant (RDA)</p> <p>Dental Assistant</p>	<p>The ADAA/DANB Alliance developed a listing of standardized job titles (left) based on its national Core Competencies Study conducted from 2002-2005.</p> <p>The same study utilized a list of 70 job functions which were determined to be representative of a broad range of dental assisting core competencies.</p> <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are numbered to the right, using language directly from this state's dental practice act. (The numbers correspond to the study's task numbering system.)</p> <p>Functions listed with bullets are part of this state's practice act but are not specific matches to DANB/ADAA research.</p> <p>These state templates reflect the work being done by the ADAA/DANB Alliance to support a uniform national model for one set of dental assisting tasks, levels and requirements, which will serve as a viable career ladder for dental assistants.</p>	

Job Title According to State of NH	Allowable Functions (Functions with numbers relate specifically to Core Competency designations; functions with bullets are in this state's practice act but are not specific matches to DANB research)								
Dental Assistant qualified to perform expanded functions	<p>Under Direct Supervision*</p> <ol style="list-style-type: none"> 1. Preliminary inspections of the oral cavity 9. Coronal polishing (see <i>DANB's State Fact Booklet</i> or NH Rule 302.05(p) for specific requirements related to coronal polishing) 22. Dental radiography 40. Dental sealants 47. Fabrication of provisional crown and bridge restorations 59. Monitor nitrous oxide administration <ul style="list-style-type: none"> • In-office tooth whitening <p>Orthodontic duties:</p> <ol style="list-style-type: none"> 15. Attachment or tying in and removal of orthodontic wires 29. Trial fitting of orthodontic bands 42. Placement and removal of orthodontic separators 44. Taking impressions for orthodontic appliances 61. Using hand instruments to remove excess cement from bands on the coronal surfaces of the teeth 68. Simple emergency adjustment of orthodontic appliances to relieve pain <ul style="list-style-type: none"> • Preparation of teeth for bonding of brackets • Removal of orthodontic bands or brackets • Trial fitting of head gear • Bending arch wires 								
DANB Certified Dental Assistant (CDA) and Graduate Dental Assistant (GDA)	<p>Under Direct Supervision*</p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 33%;"> <ol style="list-style-type: none"> 6. Place and remove gingival retraction cord¹ 12. Place amalgam prior to condensing by a dentist¹ 13, 62, 69. Remove sutures and dressings 18. Apply topical fluoride after prophylaxis by a licensed professional 27. Place and remove rubber dams 28, 44, 46. Select impression trays; seat, hold, remove and pour impressions for study models, single arch athletic mouth guards, custom fluoride trays and bleaching trays 29. Cement bands and bond brackets, not to include the use of rotary instruments to remove excess cement </td> <td style="vertical-align: top; width: 33%;"> <ol style="list-style-type: none"> 34. Place cavity liners and bases¹ 35. Place periodontal dressings¹ 37. Take and record blood pressure 45. Place and remove matrices 46. Make finals¹ 49. Perform pulpal vitality testing procedures 50, 55. Place and remove temporary restorations, not to include temporary crowns and bridges, unless qualified (see "<i>Qualified Dental Assistant</i>" requirements on previous page), and not to include the use of intraoral rotary instruments¹ </td> <td style="vertical-align: top; width: 33%;"> <ol style="list-style-type: none"> 56. Application of non-prescription topical anesthesia <ul style="list-style-type: none"> • Take dental and medical histories • Apply non-prescription desensitizing agents to the cementum and dentin • Insert athletic mouth guards • Make bite registrations when maximum intercuspation can be achieved¹ • Place and remove dry socket medications¹ • All duties designated to Dental Assistants, under the same levels of required supervision <p>¹After at least 400 hours of work experience in clinical dental assisting</p> </td> </tr> </table>			<ol style="list-style-type: none"> 6. Place and remove gingival retraction cord¹ 12. Place amalgam prior to condensing by a dentist¹ 13, 62, 69. Remove sutures and dressings 18. Apply topical fluoride after prophylaxis by a licensed professional 27. Place and remove rubber dams 28, 44, 46. Select impression trays; seat, hold, remove and pour impressions for study models, single arch athletic mouth guards, custom fluoride trays and bleaching trays 29. Cement bands and bond brackets, not to include the use of rotary instruments to remove excess cement 	<ol style="list-style-type: none"> 34. Place cavity liners and bases¹ 35. Place periodontal dressings¹ 37. Take and record blood pressure 45. Place and remove matrices 46. Make finals¹ 49. Perform pulpal vitality testing procedures 50, 55. Place and remove temporary restorations, not to include temporary crowns and bridges, unless qualified (see "<i>Qualified Dental Assistant</i>" requirements on previous page), and not to include the use of intraoral rotary instruments¹ 	<ol style="list-style-type: none"> 56. Application of non-prescription topical anesthesia <ul style="list-style-type: none"> • Take dental and medical histories • Apply non-prescription desensitizing agents to the cementum and dentin • Insert athletic mouth guards • Make bite registrations when maximum intercuspation can be achieved¹ • Place and remove dry socket medications¹ • All duties designated to Dental Assistants, under the same levels of required supervision <p>¹After at least 400 hours of work experience in clinical dental assisting</p>			
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Dental Assistant	<p>Under Direct Supervision*</p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 33%;"> <ol style="list-style-type: none"> 27. Assist with the placement or removal of a rubber dam and accessories used for its placement and retention, as directed by an operating dentist or during the course of a dental operation </td> <td style="vertical-align: top; width: 33%;"> <ol style="list-style-type: none"> 48. Retract a patient's cheek, tongue or other parts of tissues during a dental operation 48. Remove such debris as is normally created or accumulated during the course of treatment being rendered by a licensed dentist during or after </td> <td style="vertical-align: top; width: 33%;"> <p>dental procedures by the dentist by the use of vacuum devices, compressed air, mouthwashes and water</p> <ol style="list-style-type: none"> 48. Place cotton rolls prior to delivery of local anesthesia by dentist 56. Place topical anesthesia prior to delivery of local anesthesia by dentist </td> </tr> </table> <p>Under General Supervision*</p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 33%;"> <ol style="list-style-type: none"> 4. Seat patient, place protective materials or garments including the lubrication of such patient's lips </td> <td style="vertical-align: top; width: 33%;"> <ol style="list-style-type: none"> 24. Train or instruct groups or individual patients in techniques of oral hygiene and mouth care 25. Sterilize instruments 25. Reorganize instruments and equipment after the patient has departed </td> <td style="vertical-align: top; width: 33%;"> <ol style="list-style-type: none"> 41. Organize and arrange instruments on bracket tables 52. Process dental radiographs <ul style="list-style-type: none"> • Function as a dental laboratory technician • Perform tests on saliva </td> </tr> </table>			<ol style="list-style-type: none"> 27. Assist with the placement or removal of a rubber dam and accessories used for its placement and retention, as directed by an operating dentist or during the course of a dental operation 	<ol style="list-style-type: none"> 48. Retract a patient's cheek, tongue or other parts of tissues during a dental operation 48. Remove such debris as is normally created or accumulated during the course of treatment being rendered by a licensed dentist during or after 	<p>dental procedures by the dentist by the use of vacuum devices, compressed air, mouthwashes and water</p> <ol style="list-style-type: none"> 48. Place cotton rolls prior to delivery of local anesthesia by dentist 56. Place topical anesthesia prior to delivery of local anesthesia by dentist 	<ol style="list-style-type: none"> 4. Seat patient, place protective materials or garments including the lubrication of such patient's lips 	<ol style="list-style-type: none"> 24. Train or instruct groups or individual patients in techniques of oral hygiene and mouth care 25. Sterilize instruments 25. Reorganize instruments and equipment after the patient has departed 	<ol style="list-style-type: none"> 41. Organize and arrange instruments on bracket tables 52. Process dental radiographs <ul style="list-style-type: none"> • Function as a dental laboratory technician • Perform tests on saliva
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***Direct Supervision:** A dentist with an active license is in the dental office, authorizes the procedures, remains in the dental office while the procedures are being performed and, before dismissal of the patient, evaluates the performance of the dental assistant.

General Supervision: A dentist with an active license has authorized the procedures; the procedures are being carried out in accordance with the dentist's diagnosis and treatment plan; and the procedures will be personally evaluated and reviewed by the dentist with the patient at least once in a 12-month period