



Program Participation Form: CDA/GC Exam Pilot Pathway Study

To participate in the proposed CDA/GC Exam Pilot Pathway study, please fill out the information on this form. If deemed eligible, DANB will provide you with a school code if you do not already have one, so that your students can complete DANB's CDA or GC exam applications.

A. Participation Information (Please verify that you meet the following requirements):

- Dental assisting program is accredited by, or housed within an institution accredited by a U.S. Department of Education (USDoE)-recognized postsecondary accrediting agency. For a full list of qualified accrediting agencies, visit www.ope.ed.gov/accreditation. **Documentation must accompany this form and could be a copy of a letter or certificate from the postsecondary accrediting agency.**

Name of postsecondary accrediting agency: _____

- Dental assisting program is at least one academic year in length (24 semester or trimester hours, or 36 quarter hours, or 900 clock hours, with a minimum of 300 clinical hours) as defined by USDoE. Documentation must accompany this form.

- Dental assisting program presents a comprehensive curriculum and is not limited to a few dental assisting duties. Documentation must accompany this form. Do you require your students to be high school graduates? ___ Yes ___ No

Documentation can include, but is not limited to catalog pages; printed listing of course offerings with credits or hours; length of program by hours/weeks/months/credits; proof of postsecondary status.

Please have an Authorized Institution Official sign and date this form. This signature indicates that the dental assisting program meets the participation requirements outlined above.

Signature X _____ Date: _____

B. School Information (Please Print)

For voc-tech dental assisting programs that already have a DANB School Code, please check the accuracy of the information on record with DANB.

Name of Institution _____

DANB School Code (*DANB will provide a school code if your program qualifies for this study and you do not yet have one*) _____

Address _____ City/State/Zip Code _____

General Phone Number _____ General E-mail Address _____

Institution's Web site Address _____

C. Dental Assisting Program Information (Please Print)

Program Director Name _____ Credentials _____ Title _____

Department _____

Program Director Phone Number/Extension _____

Program Director E-mail Address _____

Alternate Contact in the event of Director's absence _____

Alternate Contact Phone Number/Extension and E-mail address _____

Number of students annually enrolled in your dental assisting program (estimated) _____

List the names and e-mail addresses of dental assisting instructors in your program. (Attach a sheet if more space is needed.) : _____

D. Reply to DANB

By Fax: 312-642-1475, Attn: Rebecca Anderson
By Mail: 444 N. Michigan Ave, Suite 900
Attn: Rebecca Anderson
Chicago, IL 60611

Thank you in advance for your interest in DANB's Pilot Pathway Study!

Questions? Call Rebecca Anderson at 1-800-F0R-DANB, ext. 419 or
e-mail randerson@danb.org.



Program Eligibility Guidelines for Proposed CDA/GC Exam Pilot Pathway Study

Under provisions of the proposed CDA/GC Exam Pilot Pathway study, graduates of DANB-approved vocational technical dental assisting programs would be eligible to take the General Chairside Assisting (GC) or the Certified Dental Assistant (CDA®) exams after one year (1750 hours) of continuous full-time, dentist-employer verified dental assisting work experience. Pilot study participants must also be high school graduates or equivalent and provide proof of current DANB-accepted CPR certification.

To be considered as a DANB-approved vocational-technical dental assisting program, the program must be accredited by, or housed within an institution accredited by a U.S. Department of Education (USDoE)-recognized postsecondary accrediting agency, be at least one academic year in length and present a comprehensive dental assisting curriculum.

Please see the following guidelines about requirements and proof of documentation for program participation. Documentation should be submitted with the Program Director Form for CDA/GC Exam Pilot Pathway Participation.

1. Accreditation

- The dental assisting program must be accredited by, or housed within an institution accredited by a USDoE-recognized postsecondary accrediting agency. For a full list of qualified accrediting agencies, please visit the USDoE at www.ope.ed.gov/accreditation.

Examples of qualified national accrediting agencies:

- Accrediting Bureau of Health Education Schools
- Accrediting Commission for Career Schools and Colleges of Technology
- Accrediting Council for Continuing Education and Training
- Accrediting Council for Independent Colleges and Schools
- Distance Education and Training Council
- Council on Occupational Education

Examples of qualified regional accrediting agencies:

- Middle States Association of Colleges and Schools
- New England Association of Schools and Colleges
- North Central Association of Colleges and Schools
- Northwest Association of Schools and Colleges
- Southern Association of Colleges and Schools
- Western Association of Schools and Colleges

- Examples of proof of accreditation include:
 - Copy of letter from postsecondary accrediting agency
 - Copy of a certificate from postsecondary accrediting agency

2. Length and Scope of Dental Assisting Program

- The dental assisting program must be at least one academic year in length as defined by the USDoE:
 - 24 semester or trimester hours, or
 - 36 quarter hours, or
 - 900 clock hours, with a minimum of 300 clinical hours
- The dental assisting program must present a comprehensive curriculum that teaches the content areas addressing all core duties performed by dental assistants, such as those addressed in the Commission on Dental Accreditation (CODA) *Standards for the Accreditation of Dental Assisting Programs*. Curriculum cannot be limited to a small number of dental assisting duties, such as a course solely on dental radiography or expanded functions.
- Proof of length and scope of dental assisting program can include, but is not limited to:
 - Catalog pages
 - Printed listing of course offerings with credits or hours
 - Length of program- hours/weeks/months/credits
 - Proof of postsecondary status

Thank you in advance for your interest in DANB's proposed CDA/GC Exam Pilot Pathway study!
If you have any questions or are having difficulty providing any of the required information, please contact Rebecca Anderson at 1-800-F0R-DANB, ext. 419 or e-mail randerson@danb.org.

DANB Certification

Recognized by the American Dental Association (ADA), the Dental Assisting National Board, Inc. (DANB®) is the national certification organization for dental assistants.

DANB's national exams and Certified Dental Assistant (CDA®) certification are recognized or required in 37 states plus the District of Columbia.

Certified Dental Assistant (CDA) Exam

DANB's CDA exam is made up of three component exams:

- Radiation Health and Safety (RHS®)
- Infection Control (ICE®)
- General Chairside Assisting (GC)

The RHS and ICE exams have no eligibility requirements. Anyone can take these exams.

Currently, there are three eligibility pathways for those interested in taking the GC or full CDA exams. Graduates of dental assisting programs accredited by the Commission on Dental Accreditation (CODA) apply to test through Pathway I, while on-the-job-trained dental assistants apply to test through Pathway II. Former CDAs, as well as U.S. or foreign trained dentists, apply to test through Pathway III.

Dental Assisting National Board, Inc.®

Proposed CDA/GC Exam Pilot Pathway Study

Dental Assisting Program and Graduate Eligibility Guidelines



Dental Assisting National Board, Inc.
444 N. Michigan Ave., Suite 900
Chicago, IL 60611
1-800-FOR-DANB x419
www.danb.org



DANB Proposed CDA/GC Exam Pilot Pathway Study

In order to move forward with DANB's proposed CDA/GC Exam Pilot Pathway study, two factors must be taken into consideration:

- a) DANB's Board of Directors will review feedback related to this proposed study from many of DANB's communities of interest, including the American Dental Association's Council on Dental Education and Licensure (CDEL); CDEL monitors DANB's compliance with CDEL's *Criteria for Recognition of a Certifying Board for Dental Assistants*; and
- b) a sufficient number of qualified dental assisting programs must apply to participate in the proposed DANB CDA/GC Exam Pilot Pathway study. Adequate participation in the study is required so that DANB is able to use GC exam pass rate data from pilot study exam candidates to determine if these candidates pass the GC exam at a rate that is equivalent to the pass rates of candidates who applied to test through current GC/CDA exam eligibility pathways. If too few CDA/GC exam candidates participate in the study, exam performance results cannot be generalized to the population of these students, and so no new CDA/GC exam eligibility pathway would be considered.

This three-year pilot study would begin 1/1/2011 and would end 12/31/13. If the three-year study is conducted, DANB would accept CDA/GC exam applications from graduates of DANB-approved dental assisting vocational-technical programs who have one year of work experience.

If the pass rate is not found to be statistically equivalent, the CDA/GC Exam Pilot Pathway study would then conclude with no further opportunity for testing

under the pilot pathway. Voc-tech students would continue, as now, to be eligible to take the RHS or ICE at any time, or to apply for the GC component exam after meeting Pathway II requirements.

However, if participants do pass the CDA/GC Exam Pilot Pathway at a statistically equivalent rate, the pilot pathway would then become an additional exam eligibility pathway.

Graduate Eligibility Requirements

To take DANB's CDA exam under the proposed pilot pathway, a vocational-technical dental assisting graduate must meet the following criteria:

- High school graduation or equivalent
- Graduate from or complete a DANB-approved vocational-technical dental assisting program
- Complete a minimum of 1 year of continuous full-time work experience (at least 1750 hours) as a dental assistant
- Hold DANB-accepted CPR certification that is current at the time of application and exam date

If DANB conducts the study, testing under the proposed CDA/GC Exam Pilot Pathway study would begin in January 2011. Students who graduate in 2009 and meet the above criteria would be eligible to apply. This temporary pilot study would end December 31, 2013. All applications would need to be postmarked or received by 12/31/2013 to qualify to test under the pilot pathway.

Program Eligibility Requirements

DANB is currently collecting applications from dental assisting program directors with programs that meet the proposed pilot study criteria.

To be considered as a DANB-approved program for the proposed CDA/GC Exam Pilot Pathway study, a vocational-technical dental assisting program must meet the following requirements:

- Dental assisting program is accredited by, or housed within an institution accredited by a U.S. Department of Education (USDoe)-recognized postsecondary accrediting agency
- Dental assisting program is at least one academic year in length as defined by the USDoe
 - 24 semester or trimester hours, or
 - 36 quarter hours, or
 - 900 clock hours
 - Program must include a minimum of 300 clinical hours
- Dental assisting program presents a comprehensive dental assisting curriculum that teaches the content areas addressing all core duties performed by dental assistants, such as those addressed in the Commission on Dental Accreditation (CODA) *Standards for the Accreditation of Dental Assisting Programs*.
- Program director must return the Program Director Participation Form to DANB along with required documentation

Reply to DANB now to participate in the proposed three-year CDA/GC Exam Pilot Pathway study! Questions? Contact Rebecca Anderson at 1-800-FOR-DANB x419, or e-mail randerson@danb.org.