

Measuring Dental Assisting Excellence™

Certified Press

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COA • COMSA Dental Assisting National Board, Inc. CDPMA • CDA

DANB Presents Candidates for Certificant-at-Large Board Position

The Dental Assisting National Board, Inc. (DANB) is proud to present its slate of candidates for the position of Certificant-at-Large on the DANB Board of Directors. Patricia Sippel, CDA, currently serves in that role. Her first term on the Board will expire at the close of the August 2006 Board meeting.

Of the individuals who responded to the call for nominations announced in the Winter and Spring 2006 issues of *Certified Press*, DANB selected three candidates to present to the nationwide roster of Certificants. Only current DANB Certificants are eligible to vote in this election.

As a nonprofit organization, DANB depends on its Board of Directors to set its policies. The Board consists of nine voting directors. Three directors represent the American Dental Assistants Association (ADAA), two represent the American Dental Association (ADA), and one represents each of the

following: the American Dental Education Association (ADEA), the American Association of Dental Examiners (AADE), DANB Certificants (Certificant-at-Large), and the Public (Public Member).

To be considered for the position of Certificant-at-Large, the nominee must be a DANB Certified Dental Assistant (CDA), Certified Orthodontic Assistant (COA), Certified Oral & Maxillofacial Surgery Assistant (COMSA), or Certified Dental Practice Management Administrator (CDPMA). The nominee must also hold a full- or part-time position in the field of dental assisting, and have a minimum of three years of work experience prior to being nominated.

Due to potential conflict of interest, an individual will not be considered if he or she is a current employee or board member of a governing body of any of the following dental organizations: ADAA, ADA, ADEA, or AADE. However, mem-

bers of committees for or delegates to these organizations will be considered.

Cast your vote by returning the ballot included in this issue of *Certified Press* to DANB. This official ballot is the only voting method accepted by the DANB Board. **The ballot must be postmarked by June 15, 2006.**

After the Board receives the ballot tally, the Board will elect a new DANB Certificant (typically the individual who receives the majority vote) as the new DANB Certificant-at-Large. The elected Certificant will be announced in the Fall 2006 issue of *Certified Press*. He or she will serve a three-year term, beginning at the close of the August 2006 Board meeting, and may hold office for a maximum of two terms.

Congratulations and good luck to the candidates!



Karen Minca,
CDPMA

DANB Certification Date: October 2, 1995

Occupation: Chairside/trainer, Michigan Department of Corrections; Lapeer, MI

Reason for Interest in Board Position: Communication between credentialed Certificants and state and national organizations is critical to promoting our profession and raising the quality of standards and education. We are not just dental assistants but a vital part of the dental practice. I am eager to use my years of experience and skills to represent dental assistants as a DANB Board member.

Biography: Ms. Minca works for the Michigan Department of Corrections, where she teaches dental staff and has helped to open and staff a new dental clinic. She also consults with offices on infection control protocol, teaches CPR and standard first aid, and lectures to dental assisting students.

Ms. Minca, who holds an associate's degree in applied sciences from Mott Community College, has 20 years of experience working in chairside or managerial positions in various dental offices.

Ms. Minca is the current Annual Session and Membership Chairman for the Michigan Dental Assistants Association. She has held various other positions within the organization, including two terms as President. She received the Sullivan Schein Award for Excellence from the Sixth District at the 2005 American Dental Assistants Association conference. She has also served in all offices of the Genesee District Dental Assistants Society.

Ms. Minca's community service activities include helping with dental fairs for children and leading continuing education programs.



Cindy Ovard,
CDA, RDA

DANB Certification Date: February 4, 2003

Occupation: Adjunct Instructor, Dental Assisting Program, Mesa Comm. Coll.; San Diego, CA

Reason for Interest in Board Position: My many years of experience in the dental field will enable me to help maintain the high standards that are currently in place for CDAs, and will also help raise the bar for dental assisting around the country, increasing the acceptance and value that assistants add to dental offices. I feel assistants need uplifting encouragement to reinforce their sense of value.

Biography: Ms. Ovard has worked in many areas of the dental field since 1984. Her professional experiences include serving as an office manager, orthodontic assistant, dental assistant, patient coordinator, and financial arrangement coordinator. She received her California RDA in 1994.

Ms. Ovard holds an associate's degree in science from Mt. San Jacinto Community College and a certificate in Allied Health, Dental Assisting from Utah Valley State College. She is currently pursuing her Bachelor of Vocational Education from San Diego State University (graduation anticipated in December 2006). Her goal is to obtain her master's degree in adult education.

When she is not teaching, Ms. Ovard does temporary work in dental offices in the San Diego area. She also researches, writes, and copyedits for various publications, on topics that include dental health and technology.

Participating in seminars and other public speaking engagements enables Ms. Ovard to use her talents as an educator to encourage others in their dental and/or writing careers.



Patricia Sippel,
CDA
(incumbent)

DANB Certification Date: August 20, 1996

Occupation: Chairside Assistant, Office of William Ott, DDS; Pittsburgh, PA

Reason for Interest in Board Position: Having received limited guidance and support during my early years as a dental assistant, I find that serving as a DANB Board member has enabled me to help increase the avenues of communication available for assistants today. I believe that education and credentialing can only increase the respect of the dental assistant among the team and in the dental community at large.

Biography: Ms. Sippel was elected to DANB's Board of Directors in 2003 and is completing her first of a possible two three-year terms as Certificant-at-Large.

Ms. Sippel has worked as a dental assistant for many years, and has held her current chairside position since 1992. She has also taught evening dental assisting courses at the Community College of Allegheny County (PA).

Ms. Sippel studied at the Community College of Allegheny County and attended dental courses at the University of Pittsburgh. She received her Pennsylvania Radiology Certificate in 1988.

Ms. Sippel has held multiple offices in the Pennsylvania Dental Assistants Association (including Vice-President) and the Pittsburgh Dental Society (including President). She has served on the advisory boards of dental assisting programs and conferences. Nationally, Ms. Sippel sat on the American Dental Assistants Association's Task Force on Education & Credentialing of Dental Assistants from 1992-1994. She has also authored articles for *The Bulletin* and *Keystone Mirror*.

DANB Briefs

Smoking Increases Risk of Root Canal

A 30-year study finds smokers at a 70% greater risk of root canal treatment than nonsmokers, the American Dental Association and American Medical Association reported in the April 2006 issue of the *Journal of Dental Research*.

This study reported findings based on data collected in Veterans Affairs Normative Aging and Dental Longitudinal studies at the VA Boston Healthcare System in Boston. With the help of endodontic residents who reexamined dental X-rays taken over a 30-year period in a study of 18,893 teeth, the researchers identified 998 teeth that had received root canal treatment and related the data to each individual's smoking habits.

The research also showed the positive effects of quitting. The total amount of time smoked and total time participants remained smoke-free was directly related to their risk. Estimates suggest half of U.S. adults have received root canal treatment by age 50.

Mission of Mercy Comes to New Orleans

During the week of February 6-12, 2006, the Remote Area Medical/Mission of Mercy medical/dental clinic held an event in New Orleans designed to provide aid to hurricane victims. The 73-chair clinic had designated areas for triage, radiography, sterilization, endodontics, oral surgery, restorative work, and hygiene.

Despite wind, rain, cold, and the occasional mechanical glitch, approximately 425 volunteers from 38 states helped to provide nearly \$2 million worth of dental care to almost 4,000 individuals. The entire medical and dental health outreach drew about 10,000 patients, making it the largest event of its kind held in the U.S.

Allure Article Promotes Dental Health

In November 2005, *Allure* magazine featured an article called "The Straw Effect." This article discussed how phosphoric acid in carbonated beverages, including sodas, can wear away at the teeth's protective enamel. Placing a straw toward the back of the throat when drinking could limit the acids' contact with teeth. The article was based on and cited a report featured in the May/June 2005 issue of *General Dentistry*, called "Influence of drinking patterns of carbonated beverages on dental erosion," by Mohammed A. Bassiouny, DMD, MSc, PhD, and Jie Yank, DMD, MMS, MS.

Tooth Brushing in Schools Helps Students

According to a study published in *Caries Research* (January 2006), low-income students may benefit from teacher-supervised tooth brushing during the school day. Students in socially deprived areas of the U.K. begin brushing the teeth at a later age, use less fluoride-containing toothpaste, and have a higher incidence of dental decay. Students in London who participated in a study that measured the benefit of teacher-supervised brushing following lunch experienced a reduction in tooth decay.

ADA Members React to AOL Article

In March 2006, AOL published an article entitled "10 Things Your Dentist Doesn't Want You to Know" on its website. Items on the list of "10 Things" included statements such as "You really don't need to see me [your dentist] every six months." The article also contained misleading information about the amount of mercury released from amalgam during normal wear and tear.

In response, American Dental Association (ADA) President Dr. Robert Brandjord wrote a letter to *Smart Money* (the original publisher of the article), challenging the "stream of unfair inferences and half-truths in the article." This letter was posted on ADA's website.

Some Drugs May Lead to Bone Death

A popular class of drugs called bisphosphonates, commonly used to treat osteoporosis and some types of cancer, may lead to a relatively new condition that can result in bone death of the jaw.

In bisphosphonate osteonecrosis, the bone tissue of the jaw fails to heal properly from any trauma that causes the jawbone to be exposed in the mouth, such

A Word from the Chair

Judith Andrews, CDA, RDA, EFDA, FADAA
Chair, DANB Board of Directors



We all have memories of moving—the clutter, boxes, and chaos. Not so with our DANB staff. They successfully completed the move to 444 North Michigan Avenue very smoothly. I had expected to see standing boxes and confusion when I arrived at the new office for DANB's Strategic Planning & Marketing Committee meeting in late April, but that was not the case. While the photos on page 7 are evidence of the hard work involved, the months of staff planning and preparation led to a smooth execution of the move. DANB continued to provide top-quality service to all stakeholders throughout the transition.

Another exciting event for DANB is the election for the Certificant-at-Large position on the DANB Board of Directors. This elected individual will share in DANB's governance and policy-making, thus ensuring that the voice of our Certificants is heard. If you hold a current DANB Certified Dental Assistant, Certified Orthodontic Assistant, Certified Dental Practice Management Administrator, or Certified Oral and Maxillofacial Surgery Assistant credential, you are eligible to vote in this election. Read the three candidates' biographies on page 1 and complete the ballot enclosed in this issue. **All responses must be postmarked by June 15, 2006.**

Would you like to interact with other members of your profession from across the nation? Do you want to become more active in seeking out new learning opportunities? You now have the opportunity to attend a national conference solely for dental assistants! DANB recently attended the first-ever Professional Dental Assisting Conference, which was held in Indianapolis, IN from May 11-13, 2006. Sponsored by *Dental Equipment & Materials* magazine in alliance with DANB and the American Dental Assistants Association (ADAA), this conference featured hands-on workshops, seminars conducted by nationally renowned speakers, the chance to earn up to 15 CEUs, and two forums led by DANB. You may also wish to mark your calendars for the Academy of General Dentistry (AGD)/ADAA Annual Meeting, to be held from August 2-6 in Denver, CO. DANB and ADAA will present a joint forum at this meeting.

Correspondence from our stakeholders is always appreciated. I would like to call your attention to the results of the survey on the *Position Paper of the ADAA/DANB Alliance: Addressing a Uniform National Model for the Dental Assisting Profession*. Page 3 of this issue features a breakdown of the responses to this survey and a selection of comments from dental assistants, educators, legislators, and employers who wrote to share their feedback on the idea of a career ladder for dental assistants. I think you will find the comments encouraging and illuminating.

If you have a story to share—about the work being done by DANB, your experience at one of the national dental assisting conferences mentioned above, the value your DANB Certification has had on your professional development, or anything else relevant to the more than 30,000 dental assistants who read *Certified Press*—we want to hear from you! Please send your comments to Dawn Capper, Director of Marketing and Communications, at marketing@danb.org.

Enjoy your summer! I look forward to writing to you again in the fall with the results of the Certificant-at-Large election and an update on the great work that DANB is doing to advance the dental assisting profession.

Until next time.....

as a tooth extraction. The condition develops in patients who have been on the drugs for several years. The effect of these drugs can last as long as 10 years.

Bisphosphonates are given in both intravenous (IV) and oral forms. The IV form is used as chemotherapy for patients with primary bone cancer or other cancers that have spread to their bones. People about to start the IV form should undergo preventive dentistry beforehand to treat any cavities, denture-causing sores, periodontal disease, or conditions that could lead to infection, such as impacted wisdom teeth. The oral form is used to treat osteoporosis with drugs such as Fosamax and Actonel, and carries a lower risk.

The first goals of treatment are to eradicate infection and relieve pain. Treatment ranges from antibiotics and mouth rinses to more aggressive approaches such as removing larger portions of dead bone.

FDA Medical Device Guidelines to Come

The Food and Drug Administration (FDA) is making an effort to increase monitoring of medical devices after they are approved for sale. Guidelines will be crafted to make the annual safety reports filed by manufacturers of medical devices more complete and more accessible to the public. Dental devices moni-

tored by the FDA include TMJ devices, intraoral devices for snoring and sleep apnea, intraoral and extraoral X-rays, and bone grafting materials.▲

Correction to Indiana State Board of Dentistry Information

The Spring 2006 issue of *Certified Press* contained incorrect information about the Indiana State Board of Dentistry. A DANB Brief stated that one voting dental assistant sits on the Indiana state dental board. In fact, one dental hygienist sits on the board, but no dental assistants.



DANB is a member of the National Organization for Competency Assurance (NOCA). The National Commission For Certifying Agencies (NCCA), a NOCA Commission with responsibility for evaluating credentialing programs, has accredited DANB national certification exam programs, (CDA, COA, and CDPMA), including DANB component exams (RHS, ICE, GC, and OA) and found DANB programs meet NCCA's highest standards, thus helping to assure validity, reliability, and objectivity in the testing process.

Survey Sent to Readers of the ADAA/DANB Alliance Position Paper

In December 2005, the ADAA/DANB Alliance mailed a survey to the 730 individuals who had received a copy of the *Position Paper of the ADAA/DANB Alliance: Addressing a Uniform National Model for the Dental Assisting Profession*.

The purpose of this survey was to determine how readers planned to use the information contained in the paper, how they thought it would benefit oral healthcare, and whether it impacted their viewpoint on the dental assisting profession.



tified), directors of ADA-accredited dental assisting programs, state dental board members, national dental association staff members, members of U.S. federal agencies, ADAA officers, and dentists/employers.

The breakdown of responses to specific questions posed on the survey appears to the right. The vast majority of responses contained positive comments about the purpose and structure of the position paper. A sample of comments received are published below.

DANB received 115 responses to this survey (a 15.75% response rate) from a group that included dental assistants (both DANB Certified and non-Cer-

For information on purchasing the ADAA/DANB Alliance *Position Paper*, visit www.danb.org or call 1-800-FOR-DANB.

Breakdown of Survey Responses:

How have you used/do you plan to use this information?
 Share with a colleague: 58%
 Take to a meeting: 38%
 Evaluate your state's dental practice act: 37%
 Discuss with an employer: 17%
 File for future use: 50%
 Other: 21%

How do you think this information will help?
 Define a career ladder for dental assistants: 78%
 Dental assistant recruitment and retention: 60%
 Protection of the public: 57%
 Patient access to oral healthcare: 30%
 Other: 1%

A Selection of Notable Responses to the ADAA/DANB Position Paper

"This confirmed my viewpoint for the past 30 years! We now have data to back up our viewpoint."—ADAA Officer, DANB Certified Assistant

"[This information] strengthens the important role of the dental assistant as member of the dental healthcare team."—ADA-accredited Program Director

"We need national Certification! It is good to see dentists, CDAs, and dental directors are on the same page."—ADA-accredited Program Director

"I hope this information makes state boards and employers aware of the need for educated dental assistants."—ADA-accredited Program Director

"The position paper supports my long-held views on dental assisting."—Dentist/employer

"Uniform standards are certainly needed in order to provide better access to qualified people."—Dentist/employer

"I completely support the career ladder and I am very interested in doing what I need to do to be able to work the highest level of dental assisting."—Non-DANB Certified Assistant

"This information has further encouraged me to stay in the dental profession because of proposed advancements in the dental assisting field. I am very interested in obtaining my CDA."—Non-DANB Certified Assistant

"I have always thought we needed uniform models for the benefit of everyone."—ADA-accredited Program Director

"Dental assisting as a profession sells themselves short if they continue to advocate on-the-job training (OJT) as a viable way to enter the profession."—ADA-accredited Program Director, DANB Certified Assistant

"We feel that this is an outstanding suggestion. We also feel that this will be an asset to the profession once this is implemented."—ADA-accredited Program Director, DANB Certified Assistant

"I have always felt the need for uniformity and mandatory credentialing within the dental assisting profession."—State Dental Board Member, DANB Certified Assistant

"This information reaffirms the value of the dental team and the importance of qualified and trained dental assistants."—Former State Dental Board Member

"I'm hoping strides in laws will lead to licensure, and more professional recognition, trust, and public services offered."—Dentist/employer

"How can we hope to promote high professional standards for dental assistants and maintain quality care if OJT is a recommended pathway for credentialing dental assistants?"—ADA-accredited Program Director, DANB Certified Assistant

"This information needs to be shared with dental societies and state boards. Conversations need to be initiated!"—ADA-accredited Program Director

"Dental assistants need a national/federal directive for education."—DANB Certified Assistant, ADAA Member

"It has increased my admiration for this profession even more."—ADA-accredited Program Director, DANB Certified Assistant

"I have always felt a career ladder is needed."—Dentist/employer

"This information has impacted my viewpoint on the dental assisting profession by making it a more recognized career."—DANB Certified Assistant

Ordering the Position Paper

An Executive Summary of the *Position Paper of the ADAA/DANB Alliance: Addressing a Uniform National Model for the Dental Assisting Profession* is available to be downloaded from the DANB website at www.danb.org.

A full copy of the paper is available for \$15. The order form can be downloaded from the DANB website and mailed or faxed to DANB.



Please address all future correspondence to our new office:

Dental Assisting National Board, Inc.
 444 N. Michigan Ave., Suite 900
 Chicago, IL 60611-3985

All DANB phone and fax numbers remain the same:

Toll-free phone number: 1-800-FOR-DANB
Phone: (312) 642-3368
Fax: (312) 642-1475
Email: danbmail@danb.org
Website: www.danb.org

DANB Responds to Concerns About On-the-Job Training

Some respondents to the ADAA/DANB Alliance position paper survey expressed concerns about the adequacy of on-the-job training for dental assistants. The ADAA/DANB Alliance agrees that on-the-job training may result in a wide variety in scope, thoroughness, and quality of training among dental offices across the country. The *Position Paper* points out the following flaws with current on-the-job training practices:

- Most dental school curricula do not currently include coursework in educational methodology or performance assessment, despite the fact that about half of all dental assistants are trained on the job.
- There is currently no nationally endorsed or accredited in-office training manual or process for dentists to use when training dental assistants on the job.
- There is no reliable means of verifying that on-the-job training of a dental assistant has been conducted by a licensed dentist rather than by another member of the dental team.

The truth is, however, that most states do not currently mandate formal education for dental assistants, and about half of all dental assistants receive most or all of their training on the job. Factors influencing this trend may include the insufficient capacity of accredited formal dental assisting education programs to satisfy the demand for dental assistants, as well as the lack of support among some dentists and state regulatory bodies for mandatory dental assisting education.

At present, the combined capacity of American Dental Association (ADA)-accredited dental assisting programs and non-ADA-accredited dental assisting programs (which are located in institutions accredited by other U.S. Department of Education-recognized accrediting agencies) is sufficient to replace only about half of the

estimated 23,000 dental assistants who leave the dental assisting field each year. ADA-accredited programs graduate about 4,500–5,500 students per year, and non-ADA-accredited programs enroll about 7,500 per year collectively (data on the average graduation rate from non-ADA-accredited programs is unavailable, but is likely to be 20–30% lower than enrollment).

As long as demand for dental assistants continues to exceed the supply of formally educated dental assistants produced by accredited dental assisting programs, on-the-job training will continue to be viewed by dentists and state regulators in many states as a necessary element in the spectrum of options for preparing individuals to perform dental assisting responsibilities. As such, DANB has a duty to make exams available that will allow employers and regulators to assess the competency of all dental assistants, whether they be formally trained or trained on the job. This DANB exam eligibility is supported by anti-trust considerations.

The *Position Paper* consistently sets forth the ADAA/DANB Alliance's belief that psychometrically sound and legally defensible exams should be utilized to measure the competency of the majority of dental assistants (with the exception of those performing only the most basic tasks). The continued prevalence of on-the-job training for the foreseeable future in states that may not have an adequate number of educational facilities and do not require education by law calls for the use of credentialing exams to measure the competency of dental assistants who, out of necessity, are trained on the job. However, this necessity in no way mitigates the ADAA/DANB Alliance's full support of efforts to expand the availability of quality dental assisting education programs meeting the standards for accreditation established by the ADA's Commission on Dental Accreditation.▲



Order DANB's 2006 State Fact Booklet (Volume 3) today!

DANB's State Fact Booklet: A Complete Listing by State of Required DANB Examinations and Excerpts from State Practice Acts is updated every year. The

latest volume, for 2006, is available, offering updated essential information pertinent to the dental assisting profession. Designed to function as an "information encyclopedia," DANB's State Fact Booklet contains state-specific references and data.

The third volume offers the most up-to-date State Practice Acts, rules, and regulations for the radiology and expanded functions duties specific to each state. It also contains a listing of DANB exams that are accepted in each state, State Board of Dentistry contact information, and updated ADA-accredited school listings.

Also included in each state's listing are the latest statistics on DANB Certificants and individuals who have earned their Certificates of Completion, as well as the results of DANB's most current Salary Survey.

To order DANB's State Fact Booklet, call 1-800-FOR-DANB to request an order form or download the order form at www.danb.org.

DANB Renewal Fees to Increase January 2007

Beginning January 2007, the cost to renew your DANB credential(s) will increase \$10 in each credential quantity level. This is the first increase in DANB renewal fees in three years. The increase will be effective based on the Certificant's expiration date, not the date of the renewal notice or date of payment. The new fee structure is listed below.

Effective January 1, 2007		
Credentials	CDE Hours (including CPR)	Renewal Fee*
One (1)	12 Hours	\$55
Two (2)	18 Hours	\$80
Three (3)	24 Hours	\$100
Four (4)	30 Hours	\$125

*A late fee of \$10 will be assessed after the Certificate expiration date, but within the three-month grace period.

Good Things Come in Threes



An all-new Radiation Health & Safety PDEP module joins the recently updated Infection Control and General Chairside modules.

This convenient, in-home testing program, available only to current or former DANB Certificants, challenges you to advance your professional knowledge using pertinent content materials researched and selected by DANB's Exam Committees.

Joining the updated Infection Control (ICE) and General Chairside (GC) PDEP modules which were launched in 2005, an all-new Radiation Health & Safety (RHS) module (available June 1) means you have three different options to choose from to earn the annual CDE hours required for your DANB Certification renewal.

PDEP allows you to control your own testing pace within a six-month period and offers scoring by DANB on a monthly schedule. This allows you to apply your 12 CDE hours to your annual Certificant renewal requirement, under Category 7 (DANB exams) of the DANB Re-certification Guidelines. PDEP hours only apply to your renewal requirements after passing PDEP.

For more information, call 1-800-FOR-DANB and speak to a Client Service Representative or visit www.danb.org.



RENEWING YOUR CERTIFICATION

Your initial certificate is valid for one year. The expiration date is listed on the certificate. If you do not renew, you are no longer certified and may not use the designation or credential. A renewal notice will be mailed approximately six weeks prior to the expiration date. Certificants are asked to sign a statement attesting that CDE and CPR requirements have been met, and to return the statement with the appropriate renewal fee to DANB. **Renewal fees are not refundable.**

Credentials	CDE Hours (including CPR)	Renewal Fee*
One (1)	12 Hours	\$45
Two (2)	18 Hours	\$70
Three (3)	24 Hours	\$90
Four (4)	30 Hours	\$115

*A late fee of \$10 will be assessed after the Certificate expiration date, but within the three-month grace period.

If DANB does not receive a response to renewal statement(s) within three (3) months of your expiration date, you are no longer certified and cannot use the CDA, COA, COMSA, or CDPMA acronym.

A sample timeline illustrates the DANB Certification renewal process. In this example, the individual's CDA expires January 15, 2006.

December 1, 2005	A renewal notice is sent to Certificant.
January 15, 2006	Signed statement and fee are due by this date or DANB Certification expires.
January 16, 2006	Grace period begins. \$10 late fee assessed. If fee not received, second notice sent.
March 15, 2006	Grace period continues. If fee not received, Final Notice (Drop Back In postcard) sent
April 16, 2006	Fees and signed statement are not received. Grace period ends. Individual is no longer DANB Certified. Call 1-800-FOR-DANB for reinstatement options.

Please note that due to feedback from DANB Certificants, the number of renewal notices being sent before the renewal deadline has been reduced from three (3) to one (1).

DANB RECERTIFICATION POLICY

- I. **All continuing dental education must directly relate to the practice of dentistry or dental assisting to maintain or improve dental assisting knowledge or skill.** Note: Except for Home Study Courses, CDE does **not** need to be pre-approved by DANB in order to be accepted as meeting DANB Recertification requirements. Call DANB prior to participation in education if you have questions about content.
- II. Programs must be at least 45 minutes in length in order to qualify for one (1) CDE credit. Credit for a CDE course will be calculated in 15-minute increments (i.e., 1 1/2 hours = 1.5 CDE credits; 2 3/4 hours = 2.75 CDE credits).
- III. Education dated prior to initial certification date cannot be used to meet DANB CDE requirements. Certificants must earn appropriate number of CDE hours during the first year of certification to maintain certification.
- IV. Education has a two- (2) year lifespan. Certificants who carry over credits into the next renewal year must retain proof of 24 hours of CDE over a two-year period.
- V. **Multiple Certification:** It is possible to be certified in each of four areas: CDA, COA, COMSA, and CDPMA. Renewal requirements are set at approximately 50% increase over basic requirements for each additional credential maintained.
- VI. **Renewal Timing and Expiration:** A three-month grace period is granted if the required CDE hours are not accumulated and appropriate fee is not received by the expiration date. An individual is considered certified during this three-month grace period; however, a late fee of \$10 will be assessed. If DANB does not receive a response to renewal statement(s) within three (3) months of your expiration date, you are no longer certified and cannot use the CDA, COA, COMSA, or CDPMA acronym. **Misuse of any DANB credential is grounds for discipline under DANB's Discipline Policies and Procedures (contact DANB for a copy). For reinstatement of a credential, contact DANB by phone at 1-800-FOR-DANB, ext. 445 or by email at recert@danb.org.**
- VII. **Emeritus Status:** DANB Certified Assistants may apply for Emeritus status if they have maintained continuous current Certification for four (4) of the five (5) years immediately preceding application and have: become totally and permanently disabled, **or** retired from the field of dentistry/dental assisting at age 60 years or older, **or** retired from the field of dentistry/dental assisting with 35 years of continuous (without any breaks) DANB Certification. Please visit DANB's website (at www.danb.org/recert/recertrecognition.asp) to view the complete DANB Policy on "Emeritus Status" or contact DANB at 1-800-FOR-DANB, extension 411. Once Emeritus Status is earned, Certificants must use this designation; i.e., Sue Smith, CDA-Emeritus.

DANB verifies your certification status by mail or phone to anyone upon request, since the fact that you have or have not been certified and the effective date(s) of your certification(s) are a matter of public record and may be disclosed.

In addition, unless you choose not to allow it, from time to time, DANB will provide the names and addresses of certificants to dentists interested in hiring a DANB Certificant (CDA, COA, CDPMA, COMSA) or someone who has passed the Radiation Health and Safety or Infection Control examination from their area, and to providers of continuing education opportunities. DANB may also post current certificant status (certificant name, certification[s] earned, state in which certificant resides, and date of certification) on DANB's website.

If you do NOT wish to receive non-DANB mailings at your home address (i.e., current job opportunities, continuing education offerings, etc.), or you do NOT agree to allow DANB to publish your certification status (your name, certification(s) earned, state in which you reside, and date of your certification) on DANB's website, **you must** send a written request to have this information *omitted* from release or publication to: DANB Marketing Coordinator, DANB, 444 N. Michigan Ave., Suite 900, Chicago, IL, 60611.

LEADING BY EXAMPLE

DANB recognizes the dynamic and emerging roles of Certified Assistants in providing quality care to patients in a dental setting. DANB assists Certified Dental Assistants (CDAs), Certified Orthodontic Assistants (COAs), Certified Oral and Maxillofacial Surgery Assistants (COMSAs), and Certified Dental Practice Management Administrators (CDPMAs) in meeting these ever-changing roles by requiring Continuing Dental Education (CDE) hours. DANB requires a minimum of twelve (12) CDE hours annually, which is in line with states

that have mandatory CDE requirements for dental assistants. The yearly CDE requirement enhances the continued competence of Certified Assistants. Requiring yearly CDE hours emphasizes the importance of lifelong professional learning and development. DANB's credentials are known in the dental community as a Mark of Dental Assisting Excellence. This measure of excellence can be maintained only if each Certificant is able to demonstrate competence.

CONTINUING DENTAL EDUCATION (CDE) REQUIREMENTS / AUDIT PROCEDURES

To renew a certificate, the Certificant must earn and retain proof of twelve (12) hours of acceptable CDE by the expiration date. A recertification notice will be mailed approximately eight weeks prior to the expiration date. The Certificant will be asked to sign a statement attesting that CDE requirements have been met, and to return the statement to DANB with the appropriate renewal fee. Renewal fees are not refundable.

hours and CPR. Those selected for verification (audit) will be considered certified during the time that they are providing proof of their continuing education. Specific instructions will be sent to those audited.

Upon successful completion of the audit, certification will be instated for the full year. Proof of continuing education should be retained for two years, in case of subsequent audit. Certificants not selected for audit will have their certification renewed for a full year.

Some DANB Certificants will be randomly selected for verification (audit) of their CDE

DO NOT SEND DOCUMENTATION UNLESS REQUESTED. MATERIALS WILL NOT BE RETURNED OR RETAINED BY DANB.

DENTAL EDUCATION SOURCES/CATEGORIES FOR CDE HOURS

Recertification can be earned through accumulating the required number of CDE hours and paying the appropriate renewal fee. It is the responsibility of the certificant to obtain and retain documentation that verifies participation in all CDE activities that will be used for renewal credit. All documentation must indicate name, CE number, name of sponsor, date of course, number of CDE hours, subject matter, program title, and program presenter.

MANDATORY CPR CERTIFICATION

- CDE Hours: Maximum 4 hours**
Accepted Documentation:
Copy of front and back of a signed, current CPR card.
The card must be dated and signed or imprinted with the instructor's name.

NOTE: Two-(2) year CPR card holders can only apply the hours to recertification in the year CPR is earned. In the second year, CPR hours will not count and the Certificant must earn the full number of hours from other categories.

Current certification in cardiopulmonary resuscitation is required for annual renewal of DANB certification. Certificants may earn a **maximum of four (4) CDE hours annually (hour credit may be less for refresher courses; credit depends on the length of the course)** for successful completion of a CPR certification course that includes both written and hands-on (skills) assessment provided by:

American Red Cross: • CPR for the Professional Rescuer • Adult, Infant and Child CPR • Adult CPR • Infant and Child CPR • Community CPR **American Heart Association:** •BLS (Basic Life Support) for Healthcare Providers • Heartsaver AED • Heartsaver AED with Pediatric CPR •Heartsaver First Aid •Heartsaver FACTS • Heartsaver CPR •Heartsaver CPR with AED •Healthcare Provider • ACLS Provider (Advanced Cardiac Life Support) •ACLS EP (Experienced Provider) •PALS (Pediatric Advanced Life Support) Provider • Heartsaver First Aid Instructor Course with Provider Skills **National Safety Council (Green Cross):** • First Aid CPR • Infant and Child CPR • Adult and Child CPR • Standard CPR • Professional Rescuer CPR **American Safety and Health Institute:** • CPR Pro Medic First Aid: • Basic Life Support for Professionals **Medic First Aid (UK)** • **Canadian Red Cross:** • CPR-Level C • CPR for the Professional Rescuer • **Saudi Heart Association**

Courses from organizations other than those approved by DANB or course offerings from approved organizations without both written/skills assessment will not be accepted. Certificants may only count the CDE hours in the year that CPR is earned.

2. CLINICAL COURSES, SEMINARS, TABLE CLINICS & EXHIBITS

CDE Hours: Hour for Hour (no maximum)

Exhibit Hours: Maximum 2 hours (1 hour per meeting)

Accepted Documentation: Certificate of completion, DANB approval code, Letter of attendance/completion, Meeting badge (exhibits), Meeting badge/program page (table clinics or free on-site lecture), CDE printout from meeting, or similar documentation

Clinical courses are those on-site lectures, courses, seminars, and/or table clinics that are **directly related to the clinical practice of dentistry or dental assisting**. This category includes, but is not limited to attendance at, or participation in **clinical** professional development courses that are **directly related to skills, knowledge, and duties that would be chairside:** dental materials, four-handed dentistry, infection control, radiology, expanded functions, and others. See Category 3 for non-clinical practice management information.

For each hour that you attend and/or participate in one of these sessions you will receive one (1) CDE credit. Additionally, a **maximum of one (1) hour** may be earned for reviewing exhibits at dental and/or dental assisting meetings sponsored by recognized dental groups. This can be done a maximum of twice each year **at two (2) different meetings**.

All CDE credits can be clinical in nature.

3. NON-CLINICAL COURSES, SEMINARS & TABLE CLINICS

Formerly called ELECTIVES (including PRACTICE MANAGEMENT)

- CDE Hours: Maximum 3 hours for CDAs, COAs, & COMSAs**
Maximum 6 hours for CDPMAs

Accepted Documentation: Certificate of completion, DANB approval code, Letter of attendance/completion, Meeting badge, Program page (table clinics or free on-site lecture), CDE printout from meeting, or other like documentation

• CDAs, COAs, and COMSAs may earn a **maximum of three (3) CDE hours annually**.
• CDPMAs can earn a **maximum of six (6) CDE hours annually** (as practice management is the focus of CDPMA certification).

This category includes but is not limited to attendance at or participation in **non-clinical** professional development courses that are **directly related to dental practice management/practice communication services:** practice management, HIPAA, stress management, patient and staff motivation, computer courses (college class, software training, etc.), insurance, claims/billing, foreign language studies, American Sign Language, and non-scientific related college courses.

4. HOME STUDY COURSES: TEXT-AUDIO-VIDEO-INTERNET

- CDE Hours: No maximum**
Accepted Documentation: Certificate of completion, DANB approval code, Letter of completion, or other like documentation

Home study courses must be pre-approved by DANB. A designated number of hours will be awarded after completing a pre-approved home study course. Home study courses can be obtained from the American Dental Assistants Association and other agencies. To avoid non-acceptance of credits, ask course sponsor if the course is DANB-approved. If not, encourage them to call 1-800-FOR-DANB for course approval.

5. VIDEO OR AUDIO TAPES FROM CONVENTION SEMINARS

- CDE Hours: Maximum 3 hours**
Accepted Documentation:
Copy of the 250-word essay (highlighting the meeting and course name)

Certificants may earn a maximum of **three (3) CDE hours annually** by viewing or listening to a taped CDE course presented at a local, state, regional, or national dental meeting and writing a minimum 250-word summary of that course presentation.

READING

- CDE Hours: Maximum 2 hours**
Accepted Documentation: Written log of articles and copy of each 50-word article summary or 250-word textbook summary or copy of the completed publisher's evaluation form returned to the publisher for any materials evaluated for adoption (see below)

Certificants may earn a **maximum of one (1) CDE hour annually by reading at least** six (6) technical/dental articles published within your renewal period or one (1) dental textbook, published within the past five (5) years. Community libraries, dental offices, and the Internet are convenient sources of books and journals. To record reading activity, a log must be maintained that includes title of book or article, name of journal, author, and date of publication. This written log earns the certificant **one (1) CDE hour**. Certificants may **earn an additional one (1) CDE hour annually** for writing at least a 50-word summary of each article or at least a 250-word summary of the textbook, highlighting the relevance of the information to the dental assisting profession. (*Accepted documentation: written log of articles and copy of each 50-word article summary or 250-word textbook summary*)

Dental assisting educators teaching at least half-time may earn a maximum of three (3) CDE credit hours annually by reviewing new reference materials (textbooks, CD ROMs, audio-visuals, etc.) for possible adoption into their curriculum. (*Accepted documentation: copy of the completed publisher's evaluation form returned to the publisher for any materials evaluated for adoption*)

DANB EXAMS

- CDE Hours: Maximum 12 hours**
Accepted Documentation:
Copy of Certificate or Official DANB Score Report

Twelve (12) CDE hours are awarded for each DANB-administered examination successfully completed, excluding the first time a certification exam is passed. These examinations include any DANB national examination, DANB Professional Development Examination Program (PDEP), or any DANB state or agency-contracted examination that consists of at least 100 items. **Four (4) CDE hours are awarded for each DANB-administered** state or agency-contracted examination that is less than 100 items. Successful completion of non-DANB-developed dental-related professionally proctored exams (consisting of at least 100 questions) will be awarded hour for hour credit, for the amount of time designated for the completion of the exam. If no time is specified, one hour will be allowed for every 100 questions.

COMMUNITY PARTICIPATION

- CDE Hours: Maximum 3 hours**
Accepted Documentation: Certificate of completion, Letter of attendance/participation, or similar documentation

Certificants may earn a **maximum of two (2) CDE hours** by participating in dental-related community service **and an additional one (1) CDE hour** for writing at least a 250-word essay on how the volunteer service benefited the certificant's professional growth. Examples include: international/national mission work, voluntary clinic work, or dental health presentations to students or groups. Community participation does not include activities such as serving on a dental assisting program advisory committee or as an officer and/or committee chair for a national, state, or local dental assisting organization. Volunteer time should be at minimum two (2) hours. DANB will publicly recognize Certificants who complete and provide proof of mission work.

COLLEGE COURSES

- CDE Hours: No Maximum**
Accepted Documentation: Grade report, Transcript, Letter of Verification (from instructor on school letterhead)

CDE hours are awarded for each scientific-oriented college credit/unit successfully completed at the following levels:

- **Three (3) College Credits/Units = Twelve (12) CDE hours**
- **Two (2) College Credits/Units = Six (6) CDE hours**
- **One (1) College Credit/Unit = Three (3) CDE hours**

Courses must directly relate to the practice of dentistry or dental assisting (i.e., dentistry, dental assisting, dental hygiene, anatomy/physiology, all biology, all chemistry, nutrition). To avoid non-acceptance of credits, call DANB to ascertain whether a course is acceptable and at what CDE hour level.

SCHOLARLY ACTIVITY

- CDE Hours: Maximum 3 hours**
Accepted Documentation: Course outline/catalog, copy of program brochure listing the Certificant as Instructor, copy of published article (including name and date of publication), letter from DANB, document from college registrar's office indicating currently enrolled status (see below)

Certificants may earn a **maximum of three (3) CDE hours annually** for each of the following scholarly activities:

- Teach a professional course directly related to dentistry or dental assisting **or** present a continuing dental education program, either of which are outside of the Certificant's normal employment teaching responsibilities. (*Accepted documentation: course outline/catalog, copy of program brochure listing the Certificant as Instructor*)
- Author a published article in a recognized dental or dental assisting journal. (*Accepted documentation: copy of published article, including name and date of publication*)
- Participate in a DANB Exam Committee/validity study/PDEP development (Note: PDEP development participants cannot use PDEP to renew) **or** receive one (1) CDE hour for every two (2) exam items accepted by DANB. (*Accepted documentation: letter from DANB*)
- Certificants may earn all twelve (12) CDE hours required annually by DANB if they are currently enrolled in a college program to earn an advanced degree, but this option can be used for no more than five consecutive years. Twelve (12) CDE hours per year may be earned if enrolled at least half-time (earning 3 or more college credits/units) in a BA, BS, MA, or other recognized degree program. (*Accepted documentation: Document from college registrar's office indicating currently enrolled status.*)

Students Celebrate Dental Assistant Recognition Week

The sophomore class at the dental assisting program at Northeast Metropolitan Regional Vocational High School in Wakefield, MA took great pride in celebrating Dental Assistant Recognition Week during March 5-11, 2006. The students wrote to DANB to share how proud they were to be enrolled in the dental assisting program and look forward to becoming DANB Certified Dental Assistants.



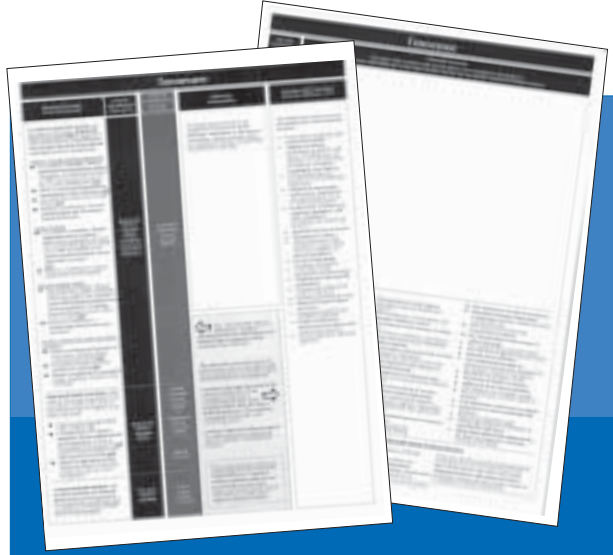
The students invited preschool children into the dental clinic for a cavity prevention awareness day that included a dental hygiene film, a student-created dental Bingo game, a coloring activity, and a tooth-brushing demonstration.

After the children practiced brushing, flossing, and disclosing, they received a goody bag full of preventive materials, a certificate for good brushing, and an exam glove filled with popcorn for a healthy snack.

The resounding success of the preschoolers' visit inspired the program students to continue carrying the dental health message into the community by scheduling additional visits to local organizations. In appreciation for their efforts, their dental assisting instructor awarded each student a makeover day at the school's cosmetology program.

The students are enthused about their education and the profession they chose as a way to continue helping people.▲

Dental assisting students celebrate DA Recognition Week



DANB's 2006 State Career Ladder Templates For Dental Assistants publication is now available!

Finally, a reader-friendly guide to dental assisting practice requirements for each state!

Plan your career by understanding the different dental assisting job designations in your state.

See what education your state requires for each level of dental assisting.

Know which functions are permitted or not permitted by law.

Compare other states' practice laws to those in your state.

Educate yourself on your profession by understanding your state's practice act.

Available in this 50-state (plus District of Columbia) booklet or in individual pages by state.

To order
DANB's State Career Ladder Templates,
visit www.danb.org or call 1-800-FOR-DANB

State of the States

Ohio

CDA's	1,529
COMSAs	7
CDPMAs	20
COAs	152

Two bills currently before the Ohio legislature, Senate Bills 248 and 244 (House Bill 311), propose that dental assistants be allowed to apply pit and fissure sealants and to remove orthodontic adhesives, and bands and brackets from teeth, respectively.

Bill 143, which, if it passes, is expected to take effect in May 2007, establishes a written state registration for Expanded Function Dental Auxiliaries and amends the dental assisting radiography process to require a state certificate rather than a license (thus removing the requirement for background checks and a state exam).

Oregon

CDA's	906
COMSAs	4
CDPMAs	11
COAs	18

The Oregon Board of Dentistry has amended its dental practice act to modify the former Expanded Functions—Oral Surgery Assistant title. The purpose of the amendment is to bring the title into conformity with actual practice taking place in dental offices and not just in the offices of oral surgeons. Thus, the Board has made the following name changes: Certified Anesthesia Assistant (formerly Expanded Functions—Oral Surgery Assistant) and Anesthesia Assistant (formerly Oral Surgery Assistant).

West Virginia

CDA's	64
COMSAs	4
CDPMAs	1
COAs	13

Bills have been introduced in both houses of the West Virginia State legislature proposing changes to the Board of Dental Examiners. The bills would maintain the current nine-member board, but would remove a dentist member and the dental assistant member to add two hygienists. The composition would be five dentists (down from six), three dental hygienists (up from one), and one public member (not affected).

Words from a New CDA....

Congratulations to Darryl Jones of Nashville, Tennessee, who earned the Certified Dental Assistant (CDA) credential from DANB in March 2006 and wrote us the following letter :

"I've been a dental assistant for 20 years, and I am proud to be a male assistant. I am also very proud to have become newly certified as a CDA."

Darryl wrote to DANB as part of his efforts to encourage other male dental assistants to become Certified. We applaud Darryl's accomplishments and commitment to his profession!

"You Could Be Next" Winner!

Congratulations to Melissa Knapp, CDA who recognized her CE number in the Spring 2006 issue of *Certified Press* and won \$50. Ms. Knapp has been DANB Certified since 1996. Check the numbers listed in "You Could be Next" on page 8 of this issue for your chance to win!

New DANB Certificants listings can be viewed at www.danb.org

AADOM Offers Scholarships to Dental Practice Managers

The American Association of Dental Office Managers (AADOM) granted Danielle Belyeu, association member and office manager for a general practice in Alexander City, AL, a scholarship to sit for the national DANB CDPMA exam. Ms. Belyeu passed her exam and received her credential in May of 2005. The AADOM offers scholarships for members who wish to sit for the DANB CDPMA exam.



Ms. Belyeu

Q&A With Danielle Belyeu, CDPMA

- Q:** How do you think preparing for and taking the CDPMA test has helped you as a dental office manager?
- A:** It truly gave me a more rounded aspect of all areas in the office. I had to learn about things that I would normally not be engaged in on a daily basis, so I feel that it enhanced my knowledge and skills.
- Q:** What type of material were you tested on?
- A:** It covered assisting and OSHA, but mainly front office. It went from accounts receivable to proper mounting of X-rays. It was a test where you truly had to know what you are doing and why.

- Q:** Do you believe taking the test was a worthwhile experience?
- A:** Definitely. They even advise you on the areas in which you need improvement; therefore, I am currently working on these.
- Q:** What advice would you give other dental office managers planning to take the CDPMA exam?
- A:** Preparation is definitely the key. Of course, I also feel that many of the CE courses that I have taken in the past gave me a better overall view of dentistry, because certain things may not be practiced or learned in your particular office.

If you are a member of the American Association of Dental Office Managers, you are eligible to apply for one of the organization's annual scholarship grants. Whether it be for a computer class



a local college, a one-day leadership conference, or your DANB CDPMA Certification, the AADOM wants to help you become the best that you can be. For information about becoming a member of AADOM, visit www.dentalmanagers.com.

DANB Staff Moves To New Office Space



Jose Rios,
Information Systems
Associate



Lillian Davies, Coordinator,
Testing and Measurement

Crates were everywhere!



Some members of
DANB's staff

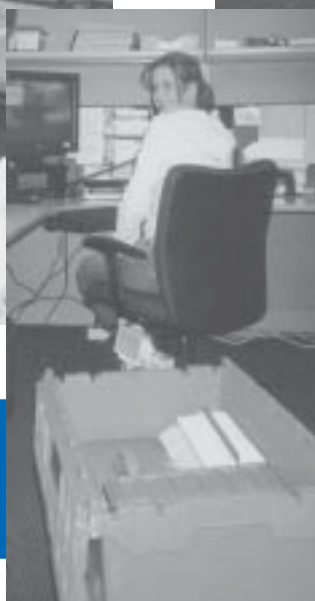
In April, DANB staff spent several busy days packing up office supplies, paperwork, and equipment in preparation for DANB's move to a new office space at 444 North Michigan Avenue. The transition took place over a long weekend, and then DANB was back to business as usual! Here are some pictures of employees as they "settle in" to DANB's new home.



Stephanie Hondras, Executive Assistant/
HR Coordinator



Sintia Bartoszek,
Accounting Coordinator



Laura Wiley, Accounting Assistant II



Ruth Nelson, Accounting Assistant II



Notable DANB Dates for 2006

Be sure to visit the DANB booth at upcoming conventions and meetings listed below. Bring your current DANB wallet card to receive your credential ribbon and a special gift.

<u>2006 Convention/Host</u>	<u>Location/Contact Info</u>	<u>Dates</u>
Certificant-at-Large Ballots Must Be Postmarked No Later than June 15		
DANB Headquarters Closed for Independence Day—July 3 and 4		
Pacific Northwest Dental Conference	Seattle, WA www.wsda.org	July 13-14
AGD/ADAA Annual Meeting Academy of General Dentistry (AGD) American Dental Assistants Association (ADAA) DANB/ADAA Forum: TBD	Denver, CO www.agd.org www.dentalassistant.org	August 2-6
National Conference of State Legislatures	Nashville, TN www.ncsl.org	August 15-19

DANB Board of Directors Annual Meeting—August 25-27

DANB Headquarters Closed for Labor Day—September 4

Congratulations to Emeritus Certificants

February 16, 2006–April 18, 2006

<u>Name/State</u>	<u>Certification Date</u>
Bonniegay T. Bacon, CA	12/01/67
Jeanne F. Bergman, IL	1/04/78
Judy S. Bozarth, IN	12/02/70
Patricia G. Hall, NV	11/24/81
Rene J. Hopkins, FL	9/21/89
Patricia A. Kormuth, PA	10/08/84
Arlene N. Lopiccolo, WI	11/22/68
Agnes L. Quiney, MI	3/10/93
Eileen Mary Shaw-Foltz, NJ	10/08/84
Kathleen G. Short, OR	7/16/80
Katherine Taylor, KY	3/24/88
Susan G. Wilson, FL	4/2/81

For policy regarding Emeritus Status Certificants, see Page 4 of this issue, in the DANB Recertification Guidelines. There are currently 589 DANB Emeritus Status Certificants. For information on earning the Emeritus status, contact Stephanie Hondras, Executive Assistant, at 1-800-FOR-DANB x411.



The Dental Assisting National Board, Inc.
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Carla Schneider, CDA, RDA
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 Ogden, UT

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 Jacksonville, FL

Marlene Futterman, MA
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Richard Hunt III, DDS
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 Chicago, IL 60611

1-800-FOR-DANB or 312-642-3368
 Fax: 312-642-1475

www.danb.org
e-mail: danbmail@danb.org

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Your phone calls are important to us.
Please note that it is DANB's policy to
return calls within two business days.

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You Could Be Next!

Match your CE number with one of the randomly selected numbers listed below. Notify the DANB Marketing Department within 30 days of this newsletter's mailing to claim your \$50 prize. Be sure to include your name, address, and CE number.

104873	163247
131540	176999
155348	188497

The DANB Mission

DANB's mission is to promote the public good by providing credentialing services to the dental community. DANB accomplishes and measures the success of this mission through:

- a properly governed, financially secure, administratively sound organization;
- valid dental assisting exams;
- dental assisting recertification process integrity;
- visible, valuable and accessible DANB credentials;
- testing services for groups within the oral healthcare community; and
- information services for the oral healthcare community related to dental assisting credentialing and recertification.

DANB National Test Dates

Mark your calendars with these important written exam dates and deadlines for 2006.

2006 Written Exam Dates* Application Deadlines

June 9 or 10	<i>Deadline passed</i>
October 13-14	August 25, 2006

**February written exam already administered*

Remember: Computerized exams can be taken year-round and do not have deadlines.

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