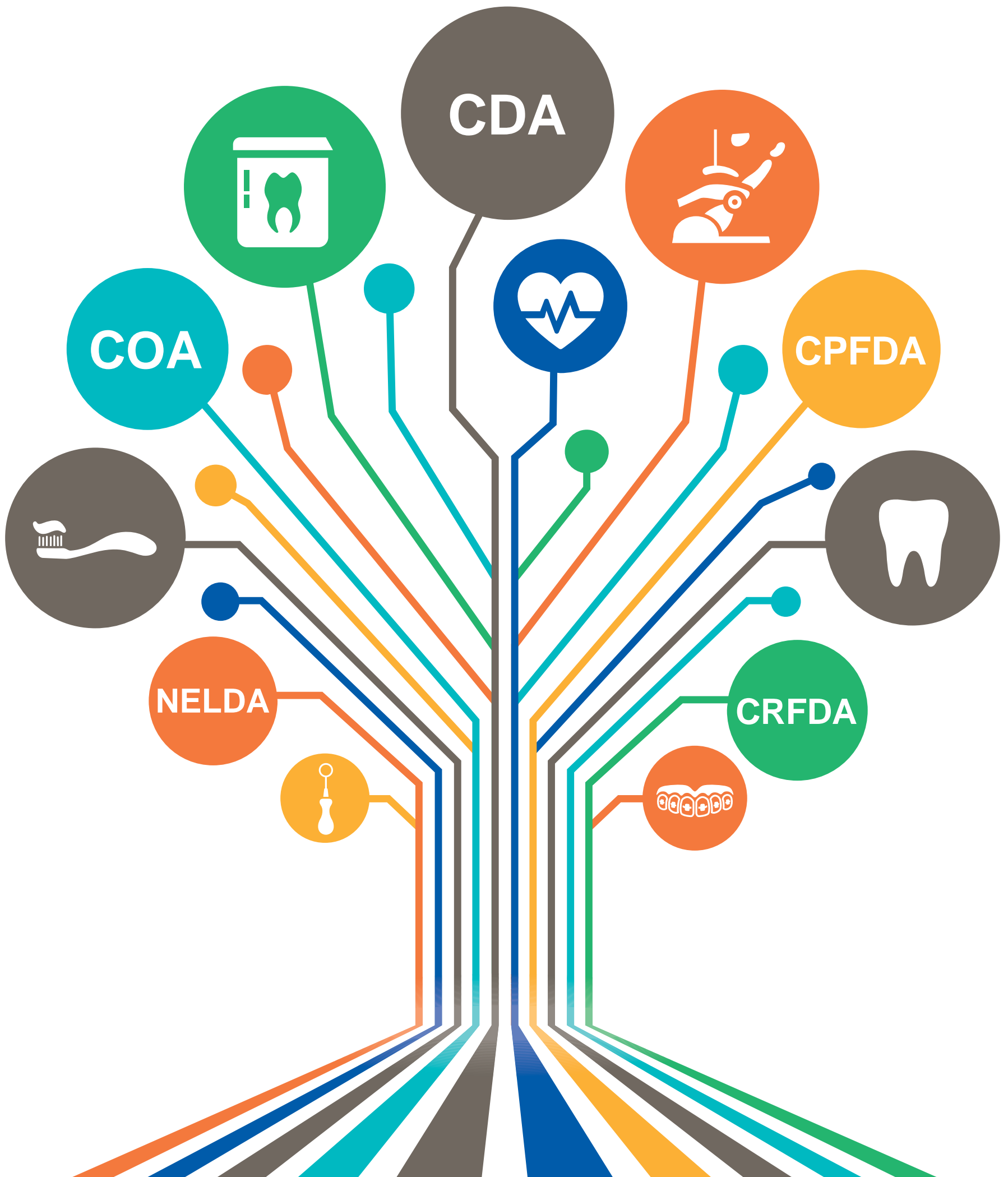




Celebrate Dental Assisting Excellence



Dental Assistants Recognition Week • March 6-12, 2016

Word from the Chair

Frank A. Maggio, D.D.S.
Chair, DANB Board of Directors



Happy Dental Assistants Recognition Week (DARW)! Every year, we look forward to celebrating the important work that dental assistants do.

But we also know that dental assistants play an important role on the team and deserve recognition all year. On page 7, we talk about the DALE Foundation's research project, "The Value of Dental Assistants to the Dental Practice," and thank the DANB certificants who have supported this work with their generous donations.

Dental assistants have unique experiences and perspectives, which is why we are excited to announce the launch of *Dental Assistant Life*, a new online community just for dental assistants. On page 3, you can read more about the posts, resources and community you'll find on this new site — and how you can contribute.

There are many outstanding dental assistants deserving of recognition. This issue of *Certified Press* highlights recent American Dental Assistants Association award winners and the impactful work they've done in the office, the classroom and the oral healthcare field. Read about their work and awards on page 3.

We commend DANB certificants for always looking to expand their knowledge and improve their skills. This issue highlights some new Continuing Dental Education (CDE) opportunities, including the California Association of Dental Assisting Teachers Annual Conference, featuring a DALE Foundation co-sponsored reception, and a new set of online articles from the DALE Foundation. Turn to page 7 to learn more.

Earning CDE is the cornerstone to maintaining DANB certification. Some of your most frequently asked renewal questions are answered on page 6. And if you have questions about your certification status, you can log in to your DANB account online. See page 6 to read more about the new and improved My Account section on DANB's website.

Even though DARW spans just one week, we want to celebrate your achievements all year. Send us your stories about DARW celebrations or any other milestones you're proud to share. You can email us at communications@danb.org.

Enjoy your week!

Sincerely,

State of the States

DANB's compilation of state dental assisting requirements — on its website and in its state publications — is one of the most comprehensive resources available on this topic. The updates below highlight recent state legislative and regulatory changes that are of interest to stakeholders of DANB and the DALE Foundation.

Arizona

The Arizona State Board of Dental Examiners has approved DANB's Anatomy, Morphology and Physiology (AMP); Temporaries (TMP); and Restorative Functions (RF) exams, along with DANB's Radiation Health and Safety (RHS) and Coronal Polish (CP) exams, to meet the exam requirement for expanded function dental assistants. The Arizona Board and DANB expect to begin testing Arizona EFDA candidates in September 2016.

California

The California legislature passed a bill calling for the Dental Board of California, in consultation with the Office of Professional Examination Services, to conduct a review to determine whether a practical examination is necessary to demonstrate competency of registered dental assistants, and if so, how this examination should be developed and administered. The new law also allows the Dental Board to vote to suspend the practical examination until July 1, 2017, if the review concludes that the practical examination is unnecessary or does not accurately measure the competency of registered dental assistants.

Illinois

The Illinois legislature passed a law in the 2015 legislative session authorizing dental assistants meeting specified requirements to perform two new functions: (1) coronal scaling above the gum line,

supragingivally, on the clinical crown of the tooth only on patients 12 years of age or younger who have an absence of periodontal disease and who are not medically compromised or individuals with special needs, and (2) intracoronal temporization of a tooth. To perform these functions, the dental assistant must have at least 2,000 hours of clinical experience and must complete a training program approved by rule of the Illinois Department of Financial and Professional Regulation. The training program must meet the following requirements:

- include a minimum of 16 hours of instruction in both didactic and clinical manikin or human subject instruction; all training programs shall include courses in dental anatomy, public health dentistry, medical history, dental emergencies and managing the pediatric patient
- include an outcome assessment examination that demonstrates competency
- require the supervising dentist to observe and approve the completion of six full mouth supragingival scaling procedures
- issue a certificate of completion of the training program, which must be kept on file at the dental office.

A dental assistant must have successfully completed an approved coronal polishing course prior to taking

the coronal scaling course. A dental assistant performing these functions shall be limited to the use of hand instruments only. In addition, coronal scaling as described in this paragraph shall only be utilized on patients who are eligible for Medicaid or who are uninsured and whose household income is not greater than 200% of the federal poverty level. A dentist may not supervise more than two dental assistants at any one time for the task of coronal scaling.

Maryland

The Maryland State Board of Dental Examiners made two new rule changes affecting dental assistants that recently became effective:

1. Dental assistants who work under the general supervision of a dentist in a dental sealant program and who do not hold CDA or COA certification or the Maryland general duties or orthodontic duties qualification must take a course in infection control. The new rule reduces the number of hours for the required course from six to two.
2. The Maryland Board is implementing a staggered renewal schedule for dental radiation technologists. Even-numbered certificate holders whose dental radiation technologist certificates expire before March 1, 2017, will pay half the normal renewal fee and will

Congratulations to Emeritus Certificants

Nov. 1, 2015 – Jan. 1, 2016

Name/State	Certification Year
April Allison, CDA-Emeritus, Ladson, SC	1994
Colette Bainbridge, CDA-Emeritus, Vero Beach, FL	1986
Jan Baril, CDA-Emeritus, Casselberry, FL	1985
Judith Bonnell, CDA-Emeritus, Brooklyn Park, MN	1984
Kathy Brackins, CDA-Emeritus, Sevierville, TN	1993
Virginia Branson, CDA-Emeritus, Dixon, KY	1980
Jacqueline Bruetting, CDA-Emeritus, Bartlett, TN	1975
Barbara Callan, CDA-Emeritus, Colorado Springs, CO	1986
Shelia Campbell, CDA-Emeritus, Newberry, SC	1978
Judy Charboneau, CDA-Emeritus, Washington, CT	1987
Maria D'Accampo, CDA-Emeritus, COMSA-Emeritus, COA-Emeritus, Belleville, NJ	1986
Jan Dudley-Strickland, CDA-Emeritus, CDPMA-Emeritus, Pinson, TN	1979
Teresa Lynn Freeman, COA-Emeritus, Flint, MI	1995
Barbara Gorchinski, CDA-Emeritus, Venice, FL	1981
Kathrine Nash Grinnell, CDA-Emeritus, Portland, OR	1967
Glenda Guarino, CDA-Emeritus, Gainesville, FL	1980
Pamela Horvath, CDA-Emeritus, Chelsea, MI	2003
Denise Jennings, CDA-Emeritus, Watauga, TX	1980
Mary Johnson, CDA-Emeritus, Lukachukai, AZ	1975
Marigene Kersten, COA-Emeritus, Marthasville, MO	1993
Biana Khimchenko, CDA-Emeritus, Verona, NJ	2006
Nancy Kietzer, CDA-Emeritus, Stevensville, MI	1974
Keeting Lambert, CDA-Emeritus, Tacoma, WA	1974
Trudy Libey, CDA-Emeritus, Colfax, WA	1980
Patricia Liller, CDA-Emeritus, Romney, WV	2009
Kathy Livingston, CDA-Emeritus, Richmond, NH	1987
Kathryn McCoy, CDA-Emeritus, East Providence, RI	1987
Lesa McCabe, CDA-Emeritus, CPFDA-Emeritus, Hampstead, NC	1995
Mollie Meadows, COA-Emeritus, Evansville, IN	1992
Sandra Miller, CDA-Emeritus, McKinney, TX	1993
Kathy Miltenberger, COA-Emeritus, Warrenton, MO	1994
Bernadette Mistilis, CDA-Emeritus, Oviedo, FL	2004
Bobby Newton, CDA-Emeritus, Ann Arbor, MI	1970
Genevieve Owens, CDA-Emeritus, Aiken, SC	1984
Carolyn Pierce, CDA-Emeritus, Fremont, NH	1993
Luann Railson, CDA-Emeritus, Grand Rapids, MN	1985
Deborah Roach, CDA-Emeritus, Kannapolis, NC	1989
Constance Rogozinski, CDA-Emeritus, Toms River, NJ	1994
Janet Rotz, CDA-Emeritus, Dyer, IN	1988
Linda Rupp, CDA-Emeritus, East Aurora, NY	2000
Sandra Saffell, CDA-Emeritus, Poland, OH	2011
Darla Schiopen, CDA-Emeritus, Dallas, OR	1973
Mary Schmitt, CDA-Emeritus, Green Bay, WI	1967
Ruth Sheffner, CDA-Emeritus, Fredericksburg, IA	1971
Elizabeth Snyder, CDA-Emeritus, Richland, MI	1988
Cynthia Stewart, CDA-Emeritus, Cordova, TN	1995
Sally Stumo, CDA-Emeritus, Golden Valley, MN	1970
Mary Thornton, CDA-Emeritus, Brandon, MS	1988
Katherine Tong, CDA-Emeritus, San Francisco, CA	1969
Javier Vasquez, CDA-Emeritus, Medford, NJ	2008
Mary Vaughn, CDA-Emeritus, Knoxville, TN	1972
Winnie Waller, CDA-Emeritus, Kennesaw, GA	1987
Susan Wells, CDA-Emeritus, Calimesa, CA	1985

For more information on Emeritus status, see DANB's Recertification Requirements on page 4.

Dental Assistant Life: A new online community

As we commemorate Dental Assistants Recognition Week, DANB and the DALE Foundation are excited to announce the launch of a new way to celebrate dental assistants all year round — an online community just for dental assistants, called *Dental Assistant Life*.



Dental Assistant Life features topics that dental assistants care about, both in and out of the office. In addition to regular posts, the site features the Dental Assistant Life Forum, a place for dental assistants to ask questions, give their insights, and join the conversation with others across the country.

Dental Assistant Life provides a place for dental assistants to:

- Read stories about dental assistants across the country making a difference
- Discuss workplace issues and career goals
- Ask questions, give advice and weigh in on the things dental assistants are talking about

To learn more and join the conversation, visit www.dentalassistantlife.org.

DARW Celebrations!

How are you celebrating Dental Assistants Recognition Week? Send your stories and photos to communications@danb.org, and we may feature them in *Certified Press* or on the blog.

Christy Nixon wins excellence award

For Christy Nixon, CDA, training dental assistants is about more than simply teaching skills; it's about educating others on the importance of oral health. Her role as a United States Air Force Dental Assisting Technical Training Instructor allows her to prepare future dental assistants for their role in the Air Force and wherever their careers may take them.

"As a child, I never understood the importance of oral health," says Nixon. "Many people are unaware of how neglecting their oral health can have an impact on their overall health. I am very passionate about helping others, so being able to enlighten them on how to take care of their teeth gives me a sense of accomplishment."

Nixon's impressive career has included earning a bachelor's degree in Accounting and Management Information Systems in 2003, an associate degree in Applied Sciences in 2005, and a master's degree in Business Administration in 2011. In 2004 she entered the U.S. Air Force, where she is currently fulfilling a Special Duty Assignment as a dental assisting instructor and as an Air Force Delegate for the American Dental Assistants Association (ADAA). This work led to Nixon receiving the 2015 ADAA/Schein President's Award of Excellence.

"I was very surprised when I won the award," she says. "Competing against the most talented dental assistants across the country has been a humbling experience. This award is a huge deal and I feel extremely blessed."

Winning the award has also impacted Nixon's role as an educator. "The thing that makes me the most proud in my career is when I see the lightbulb go on as my students learn," she says. "Since winning this award, I've also been able to share the experience to inspire my students to reach for the same goals. It shows them that there is more to being a dental assistant."

Nixon earned DANB Certified Dental Assistant (CDA) certification in 2013. "I decided to pursue CDA certification because I wanted to take my career to the next level," she says. "Earning this certification gives me more credibility when I am teach-



Christy Nixon (left), CDA, receives the ADAA/Schein President's Award of Excellence from Kimberly Bland, CDA. Maj. Gen. (Dr.) Roosevelt Allen (right), Chief of the Dental Corps, Office of the Air Force Surgeon General, also attended the ceremony.

ing my students. And, when I go back to my clinical duties, I will be viewed as an expert because of my credentials."

In addition to educating her students on the importance of oral health, Nixon also stresses the importance of earning DANB certification. "My advice for up-and-coming dental assistants is to invest the time into earning CDA certification," she says. "Not only will it make them more marketable when job searching, but the knowledge they gain makes them better assistants."

"Being involved in improving others' oral health is a very rewarding endeavor," she continues. "It gives me great satisfaction to make people want to smile!"

Karen Castleberry recognized for impact on dental assisting field

"I was always a horrible dental patient," says Karen Castleberry, CDA, CPFDA, FADAA. "I was terrified for no real reason."

Castleberry has come a long way since those anxious moments in the dental chair. As a result of her impressive career as a dental assistant and educator, she was a recipient of the 2015 American Dental Assistants Association (ADAA)/Sunstar Pride Award. This award honors ADAA members who, in addition to being active in the organization, have promoted and enhanced the dental assisting field in impactful ways.

“It's amazing to be a part of changing a life by changing a smile.”
—Karen Castleberry

Castleberry attended dental assisting school in Chattanooga, Tennessee, earned an Associate of Applied Science degree in dental assisting from Chattanooga State Community College, and completed a Bachelor of Science degree at Covenant College in Lookout Mountain, Georgia. After working in private practice for five years, she began teaching in the dental assisting program at Chattanooga State Community College in 1976.

"Dental assisting is a wonderful profession," Castleberry says. "It has made me so proud to see students who have gone on to become outstanding dental assistants, EFDAs, educators, college ad-



Karen Castleberry (left), CDA, CPFDA, FADAA, receives the ADAA/Sunstar Pride Award from Kimberly Bland, CDA.

ministrators, leaders in their state and local professional associations, members of DANB exam committees — the list goes on and on."

Castleberry has held Certified Dental Assistant (CDA) certification since 1972 and Certified Preventive Functions Dental Assistant (CPFDA) certification since 2010. "I consider the CDA certification as the mark of excellence in our profession," she says. "It means that a dental assistant desires to be highly qualified and well-educated, to provide the best care for her patients and the best service to her employer."

As an educator, holding DANB certification played an important role in Castleberry's career. She decided to earn CPFDA certification once the Tennessee Board of Dentistry changed its rules to allow coronal polishing and sealants in the curriculum of dental assisting programs accredited by the Commission on Dental Accreditation. "Earning CPFDA certification strengthened my petition to our college administrators and allowed us to include these topics in our curriculum."

Castleberry retired as an educator in 2015, just before receiving the ADAA/Sunstar Pride Award. "This award is one of the highest honors of my career," she says. "It was particularly special to receive it at the end of my last year as an educator."

"I have never regretted my career decision," she continues. "I encourage all young women and men to explore this career option. It's amazing to be a part of changing a life by changing a smile."

DANB's Recertification Requirements

Renewing DANB Certification

DANB certification is valid for one year, and must be renewed annually. In order to renew, DANB certificants must complete at least 12 Continuing Dental Education (CDE) credits (including 2 CDE credits in infection control); maintain DANB-accepted, hands-on CPR, BLS or ACLS certification; answer Background Information Questions; and submit a renewal fee to DANB. If you hold DANB's NELDA certification, please visit www.danb.org to download the *NELDA Recertification Requirements*. Certificants must attest that CDE and CPR requirements have been met, and must return the statement with the appropriate renewal fee to DANB or renew online at www.danb.org.

Certifications	CDE Credits	Renewal Fee
1	12 credits (plus CPR)	\$65
2	18 credits (plus CPR)	\$90
3	24 credits (plus CPR)	\$110
4	30 credits (plus CPR)	\$130
5	36 credits (plus CPR)	\$150
6	42 credits (plus CPR)	\$170

*There is a \$20 late fee for certifications that are renewed during the three-month grace period after

the certification expiration date. Renewal fees are nonrefundable.

Requirements/Audit Procedures

DANB's 12 CDE credit annual minimum is consistent with states that have mandatory CDE requirements for dental assistants. The yearly CDE requirement emphasizes the importance of lifelong professional learning and promotes the continued competence of DANB certificants.

DANB certificants are randomly selected for verification (audit) of their CDE credits and CPR. If selected for an audit, the certificant will receive a letter by mail requesting proof of required CDE credits earned during the renewal period and proof of maintaining DANB-accepted, hands-on CPR/BLS/ACLS. Proof must be submitted to DANB within 30 days of audit notification.

Upon successful completion of the audit, certification will be instated for the full year. Proof of CDE should be retained for two years, in case of subsequent audit.

DO NOT SEND DOCUMENTATION UNLESS REQUESTED. DANB WILL NOT RETURN OR RETAIN MATERIALS.

DANB Renewal Sample Timeline

This sample timeline illustrates the DANB certification renewal process.

[Nine weeks prior to certification expiration](#)
A renewal notification is emailed.

[Seven weeks prior to certification expiration](#)
A renewal notice is mailed.

[Certification expiration date](#)
Signed statement and fee are due by this date or DANB certification expires and a three-month grace period begins.

[Two weeks after certification expiration date](#)
A past due renewal notice is mailed and a late fee is assessed.

[Six weeks after certification expiration](#)
A final renewal notice is mailed.

[Eight weeks after certification expiration](#)
A reminder notification is emailed.

[12 weeks after certification expiration](#)
The grace period ends. If the fees and signed statement are not received, the individual is no longer DANB certified. Call 1-800-367-3262 or email recertification@danb.org for reinstatement options.

DANB Recertification Policy

All CDE must directly relate to the practice of dentistry or dental assisting to maintain or improve dental assisting knowledge or skill. CDE does not need to be pre-approved by DANB to be accepted as meeting DANB's Recertification Requirements. Call DANB prior to participation in education if you have questions.

Length of Program

Programs must be at least 45 minutes in length in order to qualify for one CDE credit. Credit for a CDE course is calculated in 15-minute increments (e.g., 1 ½ hours = 1.5 CDE credits, 2¼ hours = 2.75 CDE credits).

CDE Obtained Prior to Earning Certification

Education dated prior to a certificant's initial certification date cannot be used to meet DANB CDE requirements. Certificants must earn the required CDE credits during the first year of certification to maintain DANB certification.

CDE Lifespan

CDE credits have a two-year lifespan. Certificants who carry over credits into the next renewal year must retain proof of 24 credits of CDE over a two-year period, in case they are randomly selected for audit.

Renewal Timing and Certification Expiration

A three-month grace period is granted if the required CDE credits are not accumulated and the 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 \$20 will be assessed. If DANB does not receive a response to a renewal notice within three months of the certification expiration date, the individual is no longer certified and cannot use DANB's certification marks. DANB's marks are registered with the U.S. Patent and Trademark Office, and only those individuals who have earned and maintained certification are legally authorized to use them. To protect against misuse of DANB credentials, DANB sends reports of lapsed DANB certifications to state regulatory agencies on a regular basis.

Use of DANB Certification Marks

DANB certificants may use a DANB certification mark after their names on a resume, business card, website, in a book or publication, and in other print and electronic media. A certificant may also display the mark on a nametag or uniform worn during the rendering or promoting of certified services, and on a wall plaque present at the place where he/she renders or promotes the certified services. If a certificant earned DANB certification in the past but has not maintained certification, he/she may not use the DANB mark. Misuse of any DANB certification mark is grounds for discipline under *DANB's Disciplinary Policy & Procedures* (www.danb.org).

CPR, BLS or ACLS Requirement

Certificants must maintain DANB-accepted, hands-on CPR, BLS or ACLS for annual renewal of DANB certification. DANB accepts CPR, BLS and ACLS from the providers below. Course must provide training for CPR, and a hands-on exam must be taken. CPR, BLS or ACLS from other providers or courses will not be accepted. CPR, BLS or ACLS does not count toward the required number of CDE credits.

DANB-Accepted, Hands-on CPR, BLS and ACLS Providers

American Environmental Health and Safety
American Heart Association
American Red Cross (card or certificate accepted)
American Safety and Health Institute
Canadian Red Cross
Emergency Care and Safety Institute
Emergency First Response
Emergency Medical Training Associates
Emergency University*
EMS Safety Services
Medic First Aid
Military Training Network
National Safety Council (Green Cross)
ProCPR*
Saudi Heart Association

*Not all courses include the hands-on exam, so check with the provider before taking the course to be sure it will be accepted by DANB.

Emeritus Status

DANB certificants (holding CDA, COA, CPFDA, CRFDA, COMSA or CDPMA certification) may apply for "Emeritus" status if they have maintained continuous current certification for four of the five years immediately preceding application for at least one certification and have:

- Become totally and permanently disabled or
- Retired from the field of dentistry/dental assisting at the age of 60 years or older or
- Retired from the field of dentistry/dental assisting with 35 years of continuous (without any breaks) DANB certification.

Retirement

The certificant must submit:

- A completed Emeritus application
- A dated letter from the certificant's employer on letterhead and signed by the employer (or the certificant can provide proof of receiving Social Security benefits).

Disability

The certificant must submit:

- A completed Emeritus application
- A dated letter from the certificant's physician on his/her office letterhead stating that the certificant is physically and permanently unable to perform any duties required (or the certificant can provide proof of receiving disability benefits from the Social Security Administration).

If a certificant holds more than one certification, the certificant will earn Emeritus status for all currently held certifications as long as the certificant maintained continuous current certification for at least one of the certifications for four of the five years immediately preceding application.

Release of Information

I understand DANB verifies to anyone by phone, by mail or on DANB's website regarding whether I hold any DANB certifications, including National Entry Level Dental Assistant (NELDA), Certified Dental Assistant (CDA), Certified Orthodontic Assistant (COA), Certified Preventive Functions Dental Assistant (CPFDA), Certified Restorative Functions Dental Assistant (CRFDA), Certified Dental Practice Management Administrator (CDPMA), or Certified Oral and Maxillofacial Surgery Assistant (COMSA) certifications; any DANB certificates of knowledge-based competency, including Radiation Health and Safety (RHS), Infection Control (ICE), Coronal Polish (CP), Sealants (SE), Topical Anesthetic (TA), Topical Fluoride (TF), Anatomy, Morphology and Physiology (AMP), Impressions (IM), Temporaries (TMP) and Isolation (IS); and any state-specific certificates administered by DANB on behalf of a state regulatory body, including the Arizona Radiologic Proficiency Certificate, Arizona Coronal Polishing Certificate, Oregon Radiologic Proficiency Certificate, Oregon Expanded Functions Dental Assistant Certificate and Oregon Expanded Functions Orthodontic Dental Assistant Certificate. Phone and mail verification will be provided to anyone upon request and will consist of oral or written confirmation of whether I hold any of the DANB-administered credentials listed above and the effective dates for each credential. Online verification through DANB's website consists of online display of my name, the DANB-administered credentials I hold and dates earned, current DANB certification status, and my city and state of residence. My full address will not be posted online by DANB. I further understand and

agree that DANB may, from time to time, provide my name and address along with the names and addresses of certificants and those holding DANB certificates of knowledge-based competency to third parties (e.g., potential employers; dental conference sponsors; federal, national or state organizations; or legislative committees or task forces proposing or informing stakeholders of legislation). I further understand that this consent will remain in effect unless and until I submit a written request to have this information omitted from release. I understand that if I do not want DANB to display my city and state of residence as part of the online credential verification process, then I must submit a written request for omission of this information to the following address: DANB Communications Department, 444 N. Michigan Ave., Suite 900, Chicago, IL 60611. (I understand that my name, credentials held [issued by DANB as described above] and current DANB certification status will be displayed for everyone; opting out of display of information is only possible for an individual's city and state.) DANB asks that the *Request for Credential Verification* form be completed before providing an official verification letter to DANB certificants or employers. I understand that by providing my email address to DANB, I am consenting to receive email messages from DANB and its affiliates related to their products and services or news affecting the dental assisting profession. I understand that DANB agrees not to provide my email address to any third party without my consent, and that I can request removal from DANB's email distribution list by following the directions contained in the Privacy Policy section of DANB's Terms and Conditions of Use of DANB.org, located at <http://www.danb.org/termsandconditions.asp>.

Continuing Dental Education (CDE)

Category Maximums for CDE Credits

CDE Category	CDA	COA	CPFDA	CRFDA	COMSA	CDPMA
Clinical Practice	12	12	12	12	12	5
Dental Office Management	3	3	3	3	3	6
DANB and Other Dental-Related Exams	12	12	12	12	12	6
Volunteer Service or Scholarly Activity	3	3	3	3	3	3

Categories for CDE Credits

CATEGORY 1: CLINICAL PRACTICE

CDE earned in this category must be directly related to the clinical practice of dentistry or dental assisting. All certificants, whether they hold one or more DANB certifications, must earn a minimum of two CDE credits in infection control annually (e.g., instrument sterilization/reprocessing). The annual federally mandated OSHA Bloodborne Pathogens Standard training does not count toward the annual minimum of two CDE credits required in infection control. This category includes but is not limited to:

1. Attendance at or participation in clinical professional development lectures, courses (including online and home study courses) and/or table clinics that are directly related to clinical knowledge and chairside duties: dental materials, four-handed dentistry, infection control, radiology, expanded functions, behavior management (e.g., children, patients with learning disabilities), communication, non-human dentistry (i.e., canine and feline dentistry) and others.

Proof: Certificate of completion, letter of attendance/completion on sponsor letterhead or including sponsoring organization name and contact information, meeting badge/program page (table clinics or free on-site lecture), CDE printout from meeting or similar documentation. All documentation must be official and must include the certificant's name, the title of the course, the date the course was completed and the number of the hours or credits received.

Credits: One CDE credit for each clock hour of attendance/participation in a session.

2. Authoring or editing articles or text books on clinical topics.

Proof: For proof of publication, submit a copy of the publication, including title, author's name, publisher and publication date.

Credits: Two CDE credits for each article/book published.

3. Completing scientific-oriented college courses.

Proof: Transcript or grade report, or letter from instructor on school or organization letterhead, verifying course completion which must include the candidate's name, title of course, the date the course was completed and the number of college credits/units.

Credits: Four CDE credits for one college credit/unit.

CATEGORY 2: DENTAL OFFICE MANAGEMENT

CDE earned in this category must be directly related to allowable duties for dental assistants. This category includes but is not limited to:

1. Attendance at or participation in dental office management lectures, courses (including online and home study courses) and/or table clinics that are directly related to dental practice management: dental practice acts, practice management, time management, risk management, stress management, HIPAA, patient motivation (e.g., keeping appointments) and staff motivation (e.g., leadership, goal setting), computer courses (e.g., college courses, software training), insurance, claims/billing, foreign language studies, American Sign Language, human resources, marketing (e.g., yourself, your office) and communication.

Proof: Certificate of completion, letter of attendance/completion on sponsor letterhead or including sponsoring organization name and contact information, meeting badge/program page (table clinics or free on-site lecture), CDE printout from meeting or similar documentation. The documentation must be official and must include the certificant's name, the title of the course, the date the course was completed and the number of hours or credits received.

Credits: One CDE credit for each clock hour of attendance and/or participation in a session.

2. Complete dental office management-related college courses.

Proof: Transcript or grade report, or letter from instructor on school or organization letterhead, verifying course completion.

Credits: Four CDE credits for one college credit/unit.

CATEGORY 3: DANB EXAMS AND OTHER DENTAL-RELATED EXAMS

1. Successful completion of any DANB-administered exam, excluding any exams to used to earn initial certification. These exams include any DANB national exam or any DANB state or agency-contracted exam. Certificants can earn 12 CDE credits for successful completion of any DANB Professional Development Examination Program (PDEP) module.

Proof: Provide the name and date of the DANB exam you successfully completed.

Credits: Successful completion of a DANB-developed and DANB-administered exam of at least 100 questions or any DANB PDEP module is worth 12 CDE credits. Successful completion of a DANB-developed and DANB-administered exam consisting of fewer than 100 questions is worth six CDE credits.

2. Successful completion of non-DANB-developed, dental-related, professionally proctored exams consisting of at least 100 questions.

Proof: Provide the certificate or exam results of the exam, along with a description of the exam from the organization that delivers the exam (must include the date the exam was taken and/or scored).

Credits: 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.

CATEGORY 4: VOLUNTEER SERVICE OR SCHOLARLY ACTIVITY

Certificants may earn a maximum three CDE credits by participating in dental-related community volunteer service or by providing CDE.

1. Examples of volunteer service include: international/national mission work, voluntary clinic work or dental health presentations to students or groups. Volunteer service also includes serving on a DANB Exam Committee. Community service 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.

Proof: Official certificate of completion or letter of attendance/participation or similar documentation on letterhead of the sponsoring service organization or including sponsoring organization contact information. DANB will verify participation of DANB Exam Committee members.

Credits: Each clock hour of participation in volunteer dental-related community service is worth one CDE credit, for a maximum of three CDE credits in this category.

2. Examples of scholarly activity include: teaching a professional course directly related to dentistry or dental assisting that is outside the certificant's normal employment teaching responsibilities, presenting a CDE program that is outside the certificant's normal employment teaching responsibilities, or authoring a published article in a recognized dental assisting journal.

Proof: Official certificate of completion or letter of attendance/participation or similar documentation on letterhead of the sponsoring service organization or including sponsoring service organization contact information. For proof of a published article, submit a copy of the article including the name of the journal in which it was published, the article title and date of publication.

Credits: Three CDE credits will be earned for scholarly activities.

Steps to renew DANB certification



1. Earn CDE credits* every year



2. Maintain current DANB-accepted, hands-on CPR, BLS or ACLS certification



3. Submit the renewal fee payment



*Starting Jan. 1, 2016, all certificants must earn at least 2 CDE credits in infection control each year.

The most frequently asked renewal questions

DANB receives a lot of questions about maintaining certification, earning Continuing Dental Education (CDE) and navigating the renewal and audit processes. The following are answers to the most frequently asked questions about the renewal process.

How do I maintain DANB certification?

There are three basic steps to maintaining DANB certification:



1. Earn CDE credits, including 2 CDE credits in infection control



2. Maintain current CPR, BLS, or ACLS certification



3. Submit your renewal notice, answering the Background Information Questions and including the renewal fee

What if I don't renew my DANB certification?

You must renew your certification in order to continue to use one or more DANB certification marks (for example, "CDA"), as appropriate. Those who do not renew but still use the DANB certification mark are violating DANB's trademarks and may be in violation of the law. If you are aware of someone who is misusing a DANB certification or certificate of knowledge-based competency, please go to www.danb.org to file a complaint.

What do I do with my renewal information?

You should retain documentation that verifies participation in all CDE and CPR activities used for renew-

al. These tips can help you keep track of everything you need:

- Refer to DANB's *Recertification Requirements* for information about CDE sources and categories
- Complete a *Recertification Recording Form*, listing the date, credits earned, sponsor name and title of the course; as you complete each CDE activity, update the form, using one line per activity
- Keep all supporting documentation in the event of an audit. DANB recommends retaining documentation of CDE credits and CPR/BLS/ACLS cards for two years
- Do not send proof of CDE or CPR/BLS/ACLS to DANB unless you are notified by DANB
- Remember that CDE credits have a two-year life span, so you can roll over any extra credits you earn; if you are audited and using credits from a previous year, you must show proof of CDE for the two-year period

How does the audit process work?

Each year, a percentage of DANB certificants are selected for audit. During the audit, DANB checks to verify that you have the appropriate CDE credits and that you maintained DANB-accepted, hands-on CPR, BLS or ACLS. While most audits are random, some may be at DANB's discretion. If you are asked to participate in DANB's audit process, you must provide the necessary documentation. You will be considered DANB certified during the audit process.

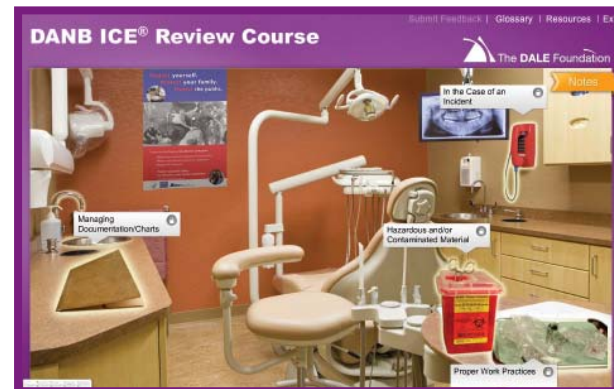
To learn more, download DANB's Recertification Requirements at www.danb.org > Maintain Certification.

Reminder: infection control requirement

As of Jan. 1, 2016, all certificants must earn a minimum of two Continuing Dental Education (CDE) credits in infection control annually. The annual federally mandated OSHA Bloodborne Pathogens Standard training does not count toward DANB's annual minimum of two CDE credits required in infection control.

Certificants can earn these two infection control credits in a variety of ways, including completing courses in-person or online.

The DALE Foundation, the official DANB affiliate, is one way to easily and affordably earn CDE credits in infection control. This year, the DALE Foundation is offering a special promotion for 10% off the DANB ICE Review course.



Use the promo code below to receive 10% off the DALE Foundation's DANB ICE Review course.

ICEREVIEW10

The DALE Foundation's courses are available online with the flexibility to learn at your own pace, within your own schedule.

Visit www.dalefoundation.org to browse our product catalog and take advantage of this special offer.

State of the States (cont. from p. 2)

receive a certificate that expires on March 1, 2018. After that date, the certificate, if renewed, will expire every two years. The rule specifies that holders of even-numbered DRT certificates who complete the two-hour required infection control course for the 2017 renewal will not need to complete this requirement again for the 2018 renewal, but will be subject to this requirement in future renewals beyond 2018. These individuals also may not be required to demonstrate proof of active practice or continuing education for the 2017 renewal, but will be required to do so thereafter.

Minnesota

Effective Nov. 1, 2015, the expanded duties and radiology portions of the Minnesota licensure exam were combined into one exam: the Minnesota Dental Assistant State Licensing Exam. Anyone who tested prior to 11/1/2015 and passed only one portion will be required to take and pass the new exam.

The Minnesota Board of Dentistry amended its rules in April 2015 to add two new duties to the scope of practice for Licensed Dental Assistants. LDAs may now place nonsurgical retraction material for gingival displacement under direct supervision if they have successfully completed a course in the function from at a dental, dental hygiene, or dental assisting school accredited by the Commission on Dental Accreditation. LDAs may also, under general supervision, obtain informed consent treatments authorized by the supervising dentist pursuant to the licensed dental assistant's scope of practice.

Montana

The Montana Board of Dentistry passed a rule that eliminated recognition of radiology "certification" earned in another state. Effective Jan. 1, 2016, dental assistants must qualify to perform radiography procedures through one of three other pathways, which include graduation from a CODA-accredited dental assisting (or dental hygiene or dental) program, earning radiology certification from the U.S. military or passing a Board-approved written examination. Dental auxiliaries who acquired radiology certification in other states and were employed as dental auxiliaries in Montana prior to Jan. 1, 2016, will be grandfathered.

New Mexico

The New Mexico Board of Dental Health Care modified rules related to certification by credentials for

dental assisting certificates in coronal polishing, topical fluoride, sealants and radiography. In addition to existing requirements, the new rule specifies that documentation from states, institutions or DANB must be sent directly to the Board; that applicants for certification by credentials must pass the New Mexico jurisprudence exam; and that the Board may deny or limit applications for certification by credentials if the applicant is guilty of any violation or if the out-of-state certificates are not in good standing.

Oregon

A law passed in the 2015 Oregon legislative session (SB302) modified the definition of "dental assistant" to specify that a dental assistant may, under the supervision of a dental hygienist, render assistance to a dental hygienist performing dental hygiene services.

The Oregon Board of Dentistry amended its rules, effective October 2015, to allow a dental hygienist to authorize a dental assistant who has passed the written radiography exam (DANB's RHS exam) but who has not yet passed the required clinical exam to perform radiography procedures under indirect supervision. The dental assistant must pass the clinical exam within six months of such authorization. The Oregon Board also added placement of cord subgingivally to the list of functions that may be performed by Oregon EFDA's under indirect supervision of a dentist or dental hygienist, if they have completed a course in the function from a CODA-accredited program or another course approved by the Oregon Board.

South Dakota

The South Dakota State Board of Dentistry has amended its rules to bring them into conformity with a recent law that created the title "registered dental assistant" for the level of assistant formerly known as "advanced dental assistant."

The South Dakota Board also amended its rules, effective December 2015, to allow a dentist holding a permit to administer general anesthesia/deep sedation or moderate sedation to authorize a dental assistant, under the personal and direct visual supervision of the dentist, to inject medication through an intravenous (IV) site if the following requirements have been met: the assistant holds a permit to monitor patients under general anesthesia, deep sedation or moderate sedation; and the assistant has passed the Dental Anesthesia Assistant National Certification

New and improved DANB My Account area

To bring you more services and greater convenience, DANB has improved the user experience in the My Account area of DANB's website. You can now log on to view and track your exam and certification information, update your personal information, renew your certification and more!

If you have any questions about accessing your DANB account, call 1-800-367-3262 and speak with a Client Services Representative. Log on today!

Examination (DAANCE) administered by the American Association of Oral and Maxillofacial Surgeons (AAOMS) and is currently DAANCE-certified. The supervising dentist must draw up the medications to be used. Further, the supervising dentist must authorize the procedure by verbal command, clearly articulating the specific medication and the amount of the medication to be administered, and the dental assistant must repeat the verbal command back to the supervising dentist before injecting medication through an intravenous site.

The DALE Foundation researches the value of dental assistants

Everyone in a practice depends on dental assistants, but there are few studies measuring their impact. That's why the DALE Foundation is working on a new research project to show how dental assistants and DANB certificants contribute to the dental practice.

This industry-leading survey will serve as a tool for dental assistants to see the value of certification in their career paths, as well as help dentists and dental office managers measure how certification benefits their practice. These results could mean more respect, more recognition, more benefits and more employment opportunities for dental assistants.

This study could mean great things for the profession and for oral healthcare, but it won't happen without the support of the dental community.

Last fall, the DALE Foundation put out a request for support. Among our many supporters of the project, numerous certificants joined the cause. We wish to thank and recognize the certificants who are making sure this critical research takes place.

You can find out more about the DALE Foundation's work, view a full list of donors, and learn how to support the study by visiting www.dalefoundation.org.

Thank you, DANB certificants:

- Anonymous (3)
- Doni Bird, CDA
- Kimberly Bland, CDA
- Karen Comisi, CDA, RDA, FADAA
- Pia DiMiceli, CDA
- Leslie Fehl, CDA
- Gelacio Garcia, CDA
- Barb Gurnee, CDA
- Mary Harrison, CDA, EFDA, EFODA, FADAA
- Neng Lee, CDA
- Kelly Maginnis, CDA
- Venus Martins, CDA, COA
- Roxanne Odell, CDA
- Sabira Ruzyeva, CDA
- Julie Varney, CDA
- Mary Wakulik, CDA
- Barbara Williams, CDA
- Gladys Winston, CDA
- Ling Zhong, CDA

This list reflects all certificant gifts between Nov. 1, 2015, and Feb. 3, 2016. Every effort was made to ensure accuracy, but if we have made an error, please contact us at donations@dalefoundation.org.

The DALE Foundation welcomes new Trustees

The DALE Foundation is pleased to welcome Joanne Dawley, D.D.S., and Carol Oeder, CDA, COA, CDPMA, CPFDA, CRFDA, FADAA, LPN, to the Board of Trustees.



Joanne Dawley, D.D.S.

Dr. Dawley is a graduate of the University of Michigan School of Dentistry and currently runs her own practice in Michigan. She has been an active member of the American Dental Association at the national, state and local levels for nearly 25 years. She is also a member of the National Dental Association, the Wolverine Dental Society, the American Academy

of Fixed Prosthodontics and the Pierre Fauchard Academy. Dr. Dawley belongs to several honor societies for dentists — including the American College of Dentists and the International College of Dentists; she is a member and Fellow in the Academy of General Dentistry, and is serving as Secretary on DANB's Board of Directors.

Ms. Oeder is currently a Compliance Specialist/Internal Auditor at Dental Associates, where she has been employed for 15 years. Ms. Oeder spent two years (2005 and 2006) with One Call Dental Staffing as a traveling dental assistant to various military bases throughout the United States, which included Puerto Rico and Hawaii.



Carol Oeder, CDA, COA, CDPMA, CPFDA, CRFDA, FADAA, LPN

Prior to her employment with Dental Associates, Ms. Oeder worked at Goodwill Industries of South-eastern Wisconsin for 10 years as a dental assistant instructor, training individuals with a wide range of barriers to employment. Ms. Oeder's career in dental assisting started as a chairside assistant for a general dentist; she later went on to assist in pediatric dentistry and orthodontics.

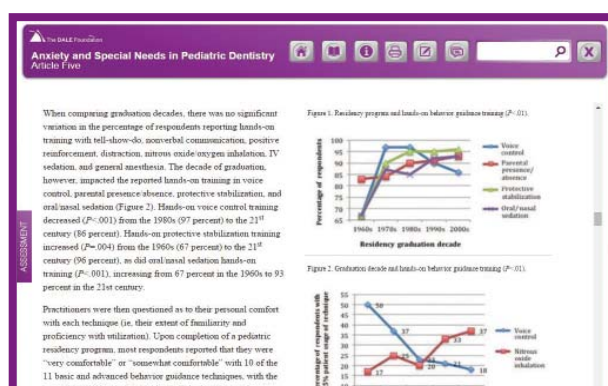
Ms. Oeder earned Fellowship in the American Dental Assistants Association in 2004 and is currently working toward her Mastership. She is a graduate of the American Association of Oral and Maxillofacial Surgeons anesthesia assistants program and the Milwaukee Area Technical College Practical Nursing Program.

The DALE Foundation offers a new way to earn CDE

Just in time for National Children's Dental Health Month in February, the DALE Foundation launched a new set of online articles focused specifically on pediatric dental patients — Anxiety and Special Needs in Pediatric Dentistry. This set of five articles is a great resource for dental assistants who are looking to expand their knowledge and earn 12 continuing education credits.

Dealing with anxiety and special needs in pediatric patients can be challenging for everyone on the dental team. The Anxiety and Special Needs in Pediatric Dentistry articles gather current research on factors contributing to dental anxiety among pediatric patients and successful strategies in mitigating these anxieties.

In addition, the DALE Foundation offers two other sets of articles focusing on the unique needs of pediatric dental patients: Pediatric Dentistry and Sedation in Pediatric Dentistry. Successful comple-



tion of each of these modules is also worth 12 CDE credits.

The DALE Foundation collaborated with the American Academy of Pediatric Dentistry and other experts in the field to develop these products. To learn more, visit the product catalog at www.dalefoundation.org.

Celebrating in Boston

In January, the DALE Foundation hosted a reception during the 2016 Yankee Dental Congress. Over 50 dental professionals gathered to network, learn about the DALE Foundation's e-learning products and enjoy refreshments.

"I love meeting with my dental assistant friends I only see once a year, and hearing about the new courses that are available," one attendee said.

The next DALE Foundation reception will be held during the CDA Presents — Anaheim Meeting on Thursday, May 12, at the Hilton Anaheim hotel. To attend, RSVP by emailing Lindsay Stevens at Lstevens@dalefoundation.org.



Raffle winners at YDC

Great lineup at the CADAT Annual Conference

The California Association of Dental Assisting Teachers (CADAT)/Foundation for Allied Dental Education (FADE) is presenting a great lineup of speakers and events at the upcoming Annual Conference. Held April 22-24 in Manhattan Beach, California, dental assistants, educators and other oral healthcare professionals will convene to share best practices, network and stay up-to-date on the latest news.

In addition to educator-focused programming, the conference also offers a number of unique opportunities for DANB certificants.

"We are particularly excited about this year's CADAT conference because of the Saturday afternoon speaker, Karen Gregory, RN," says DANB Executive Director Cynthia Durley, M.Ed., MBA. "As a member of the Organization for Safety, Asepsis and Prevention's Board of Directors, Karen is a leader in the profession and understands how state and federal infection

control guidelines impact operations at the practice level."

The DANB-sponsored presentation with Ms. Gregory will focus on national and California-specific infection control updates and provide valuable resources for dental assistants and educators. Those who attend may earn four Continuing Dental Education credits in infection control, which may be applied toward DANB's Recertification Requirements.

In addition to the educational opportunities, there will be time to relax and connect with others. DANB and the DALE Foundation will be presenting at the conference, as well as co-hosting a reception with the Foundation for Allied Dental Education.

The conference is open to both CADAT members and non-members on Friday and Saturday, and is only open to CADAT members on Sunday. Visit www.cadat.org to learn more.



DANB and DALE Foundation staff at the 2015 CADAT Annual Conference

DANB Board of Directors

Chair

Frank Maggio, D.D.S.
Illinois

Vice Chair

Mary Harrison, CDA, EFDA, EFODA, FADAA
Oregon

Secretary

Joanne Dawley, D.D.S.
Michigan

Patricia Capps, CDA, RDH, M.S.
Indiana

Karen L. Comisi, CDA, RDA, FADAA
New York

Sandra Garcia, CDA, RDA
Texas

Linda Golodner, B.A.
Washington, D.C.

Katharine J. Noble, CDA, CRFDA, RDA, HMC (FMF),
United States Navy
Maine

Denise Romero, CDA, COA, RDA, M.A.
California

Executive Director

Cynthia C. Durlay, M.Ed., MBA

Contact DANB

444 N. Michigan Ave., Suite 900
Chicago, IL 60611
1-800-367-3262
Fax: 312-642-8507

Client Services

danbmail@danb.org; 1-800-367-3262

Recertification/Audit/CDE

jrieman@danb.org; ext. 465

Marketing

marketing@danb.org; ext. 419

Certified Press

communications@danb.org; ext. 419

Exam Application Information

kdubroja@danb.org; ext. 422

Test Administration

kslagoski@danb.org; ext. 444

Accounting/Finance

akuenster@danb.org; ext. 420

Appeals/Disciplinary Information

kcapuano@danb.org; ext. 463

Trademark Information

hremijas@danb.org; ext. 414

State Information

klandsberg@danb.org; ext. 431

Table of Contents

Page 1	Cover Stories
	Dental Assistants Recognition Week poster
Page 2	Word from the Chair
	State of the States
Page 3	Spotlight on Excellence
	Christy Nixon wins excellence award
	Karen Castleberry recognized for impact on dental assisting
	Dental Assistant Life: A new online community
Page 4-5	Certification Matters
	DANB's Recertification Requirements
	Categories for CDE credits
Page 6	DANB News and Updates
	The most frequently asked renewal questions
	Reminder: infection control requirement
	New and improved DANB My Account area
Page 7	DALE Foundation News
	Research on the value of dental assistants
	The DALE Foundation offers a new way to earn CDE
	The DALE Foundation welcomes new Trustees
	Celebrating in Boston
	Great lineup at the CADAT Annual Conference

Dental Assisting National Board, Inc.

444 N. Michigan Ave., Suite 900
Chicago, IL 60611-3985



You could be next!

If your certification number matches one of the randomly selected numbers below, you can win \$50. Notify the DANB Marketing Department at communications@danb.org within 30 days to claim your \$50 prize. Be sure to include your name, address and certification number.

140029 218011
192921 210708
181444 046801

By submitting your photos and story to DANB, you grant DANB and its affiliates a royalty-free license to use your content for advertising, promotional or commercial purposes, including without limitation, the right to publicly display, perform, reproduce and distribute your content in any media format or medium and through any media channels.

RSVP to the DALE Foundation reception

Join your fellow dental assistants, dental office managers and educators at the DALE Foundation reception during the CDA Presents — Anaheim Meeting (www.cdapresents.com), to be held May 12-14, 2016.

Attendees can try out e-learning courses and study aids, enjoy light refreshments, network with fellow dental professionals and enter to win exciting raffle prizes.

The reception will take place Thursday, May 12, at the Hilton Anaheim hotel. Time and room location TBD. RSVP by May 9 to Lindsay Stevens at lstevens@dalefoundation.org.

Calendar of Events

American Association of Dental Boards (AADB)
Mid-Year Meeting
April 10-11, 2016, Chicago, IL
www.dentalboards.org/meetings.htm

Oklahoma Dental Association Annual Meeting
April 14-16, 2016, Oklahoma City, OK
www.okda.org/annual-meeting/

California Association of Dental Assisting Teachers (CADAT) Conference
April 22-24, 2016, Manhattan Beach, CA
<http://cadat.org/events/>

Star of the North
April 28-30, 2016, Saint Paul, MN
<http://star.mndental.org>

© 2016 Dental Assisting National Board, Inc. All rights reserved. The DANB logo is a registered trademark of the Dental Assisting National Board, Inc. DANB, DENTAL ASSISTING NATIONAL BOARD, NELDA, CDA, COA, CPFDA, CRFDA, CDPMA and COMSA are registered certification marks of DANB. RHS, ICE and MEASURING DENTAL ASSISTING EXCELLENCE are registered service marks of DANB. CERTIFIED DENTAL ASSISTANT is a certification mark of DANB. MARK OF DENTAL ASSISTING EXCELLENCE is a service mark of DANB. Use of these marks is strictly prohibited, except as provided in the *Usage Guidelines for DANB Trademarks*, without the express written permission of DANB. The DALE Foundation, the DALE Foundation logo and CDEA are registered service marks of the DALE Foundation.

The DANB Mission

DANB's mission is to promote the public good by providing credentialing services to the dental community. We accomplish and measure the success of this mission through the creation of valid dental assisting exams, recertification requirement integrity, and valuable, visible, and accessible DANB exams, certificates, and certifications. We also provide testing services to the oral healthcare community, and information services and resources related to dental assisting credentialing to support DANB's mission. In order to accomplish these critical outcomes, DANB is committed to a properly governed, financially secure, and administratively sound organization.