



Celebrate Dental Assisting Excellence



Thank you for all that you do!
Dental Assistants Recognition Week
March 5-11, 2017

Word from the Chair

Joanne Dawley, D.D.S.
Chair, DANB Board of Directors



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

We know dental assisting is a rewarding and fulfilling profession — now the rest of the world knows it, too. Dental assisting recently landed a spot on *U.S. News & World Report's* list of The 100 Best Jobs. Turn to page 6 to find out why it's an exciting time to be a dental assistant.

Dental assistants play a vital role in the dental office. That's more true now than ever before. As dentistry has evolved over the years, dental assistants

have taken on more responsibilities. On page 6, several DANB certificants share how significantly dental assisting has changed over the years, from their individual perspectives.

Many outstanding dental assistants have made their marks in the profession. In this issue, we shine the spotlight on Betty Finkbeiner, CDA-Emeritus, M.S., B.S., a retired dental assisting instructor who has dedicated more than 50 years to educating dental assistants. Read all about her innovative contributions to dental assisting education on page 3.

Dental assisting students have much to look forward to as they prepare to enter this dynamic field. To position their students to stand out in dental assisting, Pueblo Community College's dental assisting program educators encourage them to pursue DANB certification. Turn to page 3 to learn why the program values DANB certification even though it is located in a state that does not require it.

Although DARW spans just one week, we want to celebrate your achievements all year. Send us your stories about DARW celebrations or any other accomplishments that you are proud to share. You can email us at communications@danb.org.

Enjoy this special week!

Sincerely,

Congratulations to Emeritus Certificants

Nov. 1, 2016 – Jan. 31, 2017

Name/State	Certification Year
Mary Anderson, CDA-Emeritus, St Paul, MN	1990
Marijo Armington, CDA-Emeritus, Marietta, GA	1992
Nancy Baird, CDA-Emeritus, Mount Bethel, PA	1991
Karen Byce, CDA-Emeritus, Munith, MI	2002
Cynthia Campbell, CDA-Emeritus, CDPMA-Emeritus, La Plata, MD	1994
Christine Cargill, CDA-Emeritus, Marlette, MI	1985
Brenda Cuning, CDA-Emeritus, North Platte, NE	1976
Susan Curtis, CDA-Emeritus, CPFDA-Emeritus, Rosemount, MN	1985
Susan D'errico, CDPMA-Emeritus, Crescent City, CA	1988
Susan DeSoto, CDA-Emeritus, Myrtle Point, OR	1982
Kathy Dorsey, CDA-Emeritus, Ava, MO	1981
Cheryl Fischer, CDA-Emeritus, Libertyville, IL	1979
Deborah Gagliardo, CDA-Emeritus, Springfield, NJ	1974
Becky Gifford, CDA-Emeritus, Punta Gorda, FL	1990
Mary Hawkins, COMSA-Emeritus, Chattanooga, TN	1990
Lea Horton, CDA-Emeritus, Topeka, KS	1998
Sandra Johnson, CDA-Emeritus, Fergus Falls, MN	1975
Toni King, CDA-Emeritus, Dell Rapids, SD	1975
Karen Leinen, CDA-Emeritus, Pittsgrove, NJ	2006
Carole Lintz-Landes, CDA-Emeritus, Safety Harbor, FL	1979
Toni McLaughlin-Benson, CDA-Emeritus, Sherrills Ford, NC	2003
Patricia Merkowsky, CDA-Emeritus, Emmaus, PA	1979
Laurie Morrison-Aguirre, CDA-Emeritus, Helendale, CA	1984
Pamela Moyers, CDA-Emeritus, Myrtle Beach, SC	2000
Lynda Pasko, CDA-Emeritus, Dunellen, NJ	1998
Mary Romines, CDA-Emeritus, Parkville, MO	1974
Susan Rudek, CDA-Emeritus, West Newton, MA	1986
Phyllis Schmidt, CDA-Emeritus, Fountain, CO	2000
Nelcia Smith, CDA-Emeritus, Fern Park, FL	1994
Margaret Solan, CDA-Emeritus, CDPMA-Emeritus, Lakewood, NJ	1995
Barbara Troutwine, CDA-Emeritus, Menomonee Falls, WI	1974
Karen Vohnout, CDA-Emeritus, Valley View, OH	1986
Debra Wald, CDA-Emeritus, Johnstown, CO	1997
Dee Ann Wauthier, CDA-Emeritus, Kansas City, MO	1977
Ann Williams, CDA-Emeritus, Appleton, WI	1974
Frances Wilmes, CDA-Emeritus, Joplin, MO	1981

For more information on Emeritus status, see DANB's [Recertification Requirements](#) on page 4.

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.

Alabama

Effective July 1, 2016, the Alabama Board of Dental Examiners amended its rules to add two functions to the scope of practice for dental assistants: (1) apply light-cured medicinal bonding agents, and (2) apply etchant materials. In addition, the rules were amended to add devices to treat sleep apnea or anti-snoring devices to the list of purposes for which dental assistants are allowed to make final impressions.

California

In September 2016, the governor signed into law a bill known as "Caleb's Law," which addresses reporting and monitoring requirements related to administration of dental sedation for pediatric and adult patients.

In provisions related to reporting of adverse sedation-related incidents, the law specifies that the category of provider delivering the sedation, monitoring the patient, and conducting resuscitation measures must be included in the report. The list of categories of provider includes Dental Assistant, Registered Dental Assistant and Dental Sedation Assistant.

The law also specifies that it is unprofessional conduct for a dentist with patients who are undergoing conscious sedation to have dental office personnel directly involved with the care of those patients who are not certified in basic cardiac life support (CPR) and recertified biennially.

Illinois

The Illinois Department of Finance and Professional Regulation amended state dentistry regulations effective Sept. 2, 2015, to specify that dental assistants and dental hygienists who wish to qualify to perform placing, carving and finishing amalgam restorations must pass DANB's Anatomy, Morphology and Physiology (AMP); Isolation (IS); and Restorative Functions (RF) exams or another written and clinical exam that is psychometrically sound and approved by the Board.

The same rule package added the following functions to the lists of procedures that may not be delegated to dental assistants or dental hygienists: (1) intraoral use of a high-speed handpiece, (2) use of a laser to remove tissue, and (3) placement or removal of implant prosthetic components and prostheses, including but not limited to the placement or removal of healing abutments, implant supported provisionals, components used in final impression procedures, and final prostheses, which include abutment, crowns, fixed and fixed detachable prostheses and fixed detachable prostheses during recare appointments.

Iowa

The Iowa Dental Board enacted a new rule, effective July 2016, clarifying that students enrolled in an accredited dental assisting program are not considered to be engaged in the unlawful practice of dental assisting provided that such practice is connected with their regular course of instruction and meets the following: (1) The practice of clinical skills on peers enrolled in the same program must be under the direct supervision of a program instructor with an active Iowa dental assistant registration, Iowa dental hygiene license, Iowa faculty permit or Iowa dental license; and (2) the practice of clinical skills on members of the public must be under the direct supervision of a dentist with an active Iowa dental license.

Michigan

Pursuant to a state law enacted in 2014 requiring all individuals licensed under the Public Health Code to receive training in identifying victims of human trafficking, the Michigan Board of Dentistry promulgated rules, which became effective in January 2017, defining such training requirements for all dental licensees, including dentists, dental hygienists and registered dental assistants (RDAs). Training in identifying victims of human trafficking is required for RDAs and other licensees for license renewal beginning with the next renewal cycle following the promulgation of the rule. The same training will be required for new licenses issued five or more years after promulgation of the rule.

Nevada

The Nevada State Board of Dental Examiners amended its regulations to allow a licensed dentist to authorize a dental assistant under his or her employ and supervision to expose radiographs and take impressions for the preparation of diagnostic models before the patient is examined by the dentist. The rule was adopted in May 2016.

New Jersey

The New Jersey Division of Consumer Affairs adopted new rules in November 2016 related to the state's Prescription Monitoring Program (PMP), including a provision allowing a dentist to designate a registered dental assistant (RDA) as a "delegate" who is permitted to access the PMP database on behalf of the dentist. An RDA who accesses PMP information as a dentist's delegate must follow all rules governing use of the PMP information and is subject to disciplinary action for noncompliance.

In December 2015, the New Jersey Board of Dentistry adopted a new rule giving credit toward registration as a dental assistant for education, training and experience received while serving as a member

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Betty Finkbeiner reflects on her distinguished career

Betty Finkbeiner, CDA-Emeritus, M.S., B.S., has a passion for education that has been the driving force behind her long, illustrious career in dental assisting. The 77-year-old retired dental assisting instructor has spent more than 50 years educating dental assistants inside and outside the classroom to help them develop the skills they need to succeed while advancing the profession along the way.

Today Finkbeiner is renowned in the dental assisting community for her innovative contributions to dental assisting education. In addition to serving as chairperson of the respected dental assisting program at Washtenaw Community College in Ann Arbor, Michigan, for 37 years, she developed the first online program to help prepare on-the-job-trained dental assistants in Michigan to earn the Registered Dental Assistant credential. She has also written several articles for professional journals and many textbooks on various aspects of dental assisting. Even in retirement, Finkbeiner remains engaged in dental assisting education. She writes, lectures, develops continuing education courses and provides consulting services on ergonomics to practicing dentists around the country.

"I never realized I would still be doing dental assisting in 50 years," Finkbeiner says. "But that's the glory of the profession — it's dynamic and fascinating."

A teacher in the making

Finkbeiner has come a long way since she first became a dental assistant in 1958. At the time, she was working as a nurse's aide to earn money to attend nursing school. Finkbeiner decided on a whim to apply for a dental assistant position with Joseph Ellis,



Betty Finkbeiner, CDA-Emeritus, M.S., B.S.

D.D.S., in Grand Rapids. That decision changed the course of her professional life. Instead of enrolling in nursing school, she worked as a chairside assistant for 10 years, igniting her interest in dental assisting education.

She learned on the job, consulting dental textbooks and taking continuing education courses; she then earned DANB Certified Dental Assistant certification in 1960 (at the time, the CDA certification was awarded by a committee of the American Dental Assistants Association).

Finkbeiner says she was naturally curious, and Dr. Ellis encouraged her interest in education. "He really encouraged me to study and become very active in dental assisting," she notes.

When Dr. Ellis passed away in 1968, Finkbeiner knew she wanted to pursue a career in dental assisting education.

After all, she had not only benefitted tremendously from Dr. Ellis' mentorship, but she also enjoyed working with and teaching the dental assisting students who interned at the practice.

"I saw teaching as being the next step up in my career," Finkbeiner explains. "In those days, dental assisting programs were just beginning to be offered at community colleges. I thought I had good experience and a positive attitude I could share with prospective assistants."

Head of the class

Finkbeiner secured a position as a dental assisting instructor at Ferris State College (now called Ferris State University) in Big Rapids for a year. She then joined the dental assisting program at Washtenaw

Community College as its chairperson. For 37 years, Finkbeiner shaped the program and taught classes.

The most rewarding part of the experience for Finkbeiner was working with the students, many of whom were single mothers. She liked teaching them about the science of dental assisting and helping them develop their clinical skills. But she also felt it was her duty to assist the students with any personal issues they were facing that could interfere with their studies, such as figuring out how to help them pay for a car repair or childcare issues.

"I was so glad that we could help students who were returning to school after having a family to be able to find a valuable career," Finkbeiner says. "I liked the satisfaction of seeing a student with no background in the field spend time with theory and the clinical component of the profession and emerge as a valuable employee."

While she was working at Washtenaw, Finkbeiner developed an online program that prepares on-the-job-trained dental assistants to become Registered Dental Assistants in Michigan. This successful program is still offered through Washtenaw.

Finkbeiner was also involved with several organizations, including serving as a consultant and representative for the Commission on Dental Accreditation, a subject matter expert for DANB, and a member of the Michigan Board of Dentistry from 1999-2004.

Continuing to contribute

Today Finkbeiner is retired, but she hasn't slowed down. She continues to write books, courses and articles as well as educate dental practices about ergonomics. Last year, Finkbeiner wrote and edited the 8th edition of *Practice Management for the Dental Team*, which was recently translated into Korean. She just completed the 3rd edition of *Review of Dental Assisting*.

"I've had a wonderful career. Beginning with Dr. Ellis, I have met wonderful people along the way and have had tremendous support throughout my career," Finkbeiner says. "I would not change a thing."

PCC highlights the importance of DANB certification to students

Even though Colorado doesn't require dental assistants to hold DANB certification, that hasn't stopped Janet Trujillo, CDA, from encouraging her dental assisting students at Pueblo Community College (PCC) in Pueblo, Colorado, to pursue DANB Certified Dental Assistant certification.

Trujillo, Department Chair of PCC's Dental Assisting Program, and the faculty often discuss the benefits of DANB certification with their students. First and foremost, they stress the sense of personal pride that comes with earning certification. It's a professional achievement that reflects their commitment to dental assisting excellence.

"DANB certification is like a gold star that says my students have the background and know the whys and hows of dental assisting," Trujillo says. "By passing the DANB exam, they demonstrate that knowledge."

Because DANB exams are recognized or required in 39 states, the District of Columbia, the U.S. Department of Veteran Affairs and the U.S. Air Force, the faculty also stress to their students that DANB certification will allow them to more easily relocate for their jobs — an advantage for those students who are enlisted in the military or are part of military families. Because PCC is located near an Army base in Fort Carson, up to 30 percent of the students in the dental assisting program are members of the military.

DANB certification also enhances new dental assistants' career prospects. It gives them an edge when applying for jobs and negotiating salaries, especially in competitive metropolitan areas like Denver and Colorado Springs, Trujillo says.

Study aids

To prepare students for DANB exams, the curriculum for the dental assisting program at PCC, which is accredited by the Commission on Dental Accreditation, uses reference materials and textbooks that cover topics in the exams. The students also take a review course in their last semester before graduation.

"We refer to the DANB exams throughout the whole curriculum, whether we're talking about radiology or quality assurance or imaging or safety," Trujillo says.

Worth the cost

About 20 percent to 25 percent of PCC dental assisting students take the DANB exams after they graduate, Trujillo estimates. She says the cost of the exams sometimes prevents the students from pursuing certification immediately after graduation.

To help students with costs, Trujillo is working with the dental assisting program's advisory board to develop a scholarship program. She ex-

pects PCC will award the inaugural round of scholarships to six or seven students in May. However, the long-term goal of the scholarship program is to provide scholarships to all the dental assisting students in the class so they can use the funds to pursue DANB certification.

"Offering scholarship opportunities will make a big difference," Trujillo says.

As always, DANB certification will remain top of mind at PCC. "When I talk to students about DANB certification and tell them about the credentials that follow their name, their eyes light up. They don't even realize it," Trujillo says. "They know it will help them stand out in the profession."



Janet Trujillo, CDA



Pueblo Community College devotes part of its curriculum to helping students prepare for the DANB Certified Dental Assistant exam.

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* packet. Certificants must attest that CDE and CPR requirements have been met, and must renew online at www.danb.org or return the statement with the non-refundable renewal fee to DANB.

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

Requirements/Audit Procedures

DANB's 12 CDE credit annual minimum is consistent with states that have mandatory CDE requirements for dental assistants. This requirement emphasizes the importance of lifelong professional learning and promotes the continued competence of DANB certificants. CDE credits can be used for renewal for up to two years from the date earned.

DANB certificants are randomly selected for audit of their CDE credits and CPR. If selected for an audit, the certificant will receive notice requesting proof of CDE credits earned 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. CDE credits are valid for and should be retained for two years, in case of subsequent audit.

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

Certification Renewal Timeline

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
Statement and fee are due by this date.

Three-month grace period begins
DANB allows a three-month grace period from the certification expiration date to complete the renewal process including earning CDE credits. A late fee is assessed during this period. Certification is valid during this period.

Two weeks after certification expiration date
A past due renewal notice is mailed.

Six weeks after certification expiration
A final renewal notice is mailed.

Eight weeks after certification expiration
A reminder notification is emailed.

Three months after certification expiration
The grace period ends. If the statement and renewal fee are not received, the individual is no longer DANB certified. Call 1-800-367-3262 or email recertification@danb.org for reinstatement options.

Recertification Policy

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. 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.

Use of DANB 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.

Current 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 current certificant may also display the mark on a nametag

or uniform worn during the rendering or promoting of dental assisting services, and on a wall plaque present at the place where he/she renders or promotes the services. Individuals may not incorporate a DANB mark into their email addresses. 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.

Continuing Dental Education (CDE)

Maximum Annual CDE Credits by Category and Certification

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

All certificants, whether they hold one or more DANB certifications, must annually earn a minimum of two (2) CDE credits in infection prevention, control or safety (for example, courses may include any topics listed in DANB's Infection Control (ICE) exam blueprint, which includes but is not limited to information on OSHA's Bloodborne Pathogens standard).

Credits must directly relate to the clinical practice of dentistry or dental assisting.

1. Lectures, online or home study courses, and table clinics on topics including dental materials, four-handed dentistry, infection control, radiology, expanded functions, behavior management (e.g., children, patients with learning disabilities), chairside patient communication, non-human dentistry (i.e., canine and feline dentistry).

Proof: Certificate of completion, letter of attendance/completion on sponsor letterhead including sponsoring organization name and contact information, CDE meeting printout or similar documentation. Documentation must include your name, course title, course completion date and credits/hours 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: Copy of the completed publisher's evaluation form for any materials evaluated for adoption, including title, author's name, publisher and publication date.

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

3. Scientific-oriented college courses.

Proof: Transcript, grade report, or letter from instructor on school/organization letterhead, verifying course completion. Documentation must include your name, course title, course completion date and college credits/units received.

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

CATEGORY 2: DENTAL OFFICE MANAGEMENT

Credits must directly relate to dental office management and practice communication.

1. Dental office management lectures, online and home study courses, and table clinics on topics including dental practice acts, practice management, time management, risk management, stress management, HIPAA, patient motivation (e.g., keeping appointments), staff motivation (e.g., leadership, goal setting), computer courses (e.g., software training), insurance, claims/billing, foreign language studies, American Sign Language, human resources, marketing (e.g., yourself, your office) and front desk/office communication.

Proof: Certificate of completion, letter of attendance/completion on sponsor letterhead including sponsoring organization name and contact information, CDE printout or similar documentation. Documentation must be official and must include your name, course title, course completion date and credit hours received.

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

2. Dental office management-related college courses.

Proof: Transcript, grade report, or letter from instructor on school/organization letterhead, verifying course completion, including your name, title of course, date course was completed and number of college credits/units.

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

Steps to renew DANB certification



1. Earn CDE credits*



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



3. Submit the statement and fee



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

CATEGORY 3: DANB EXAMS AND OTHER DENTAL-RELATED EXAMS

Credits must directly relate to passing DANB or other dental exams.

1. Passing of DANB-administered exams, excluding exams used to earn initial certification. Exams also include DANB Professional Development Examination Program (PDEP) modules.

Proof: Name of the DANB exam or PDEP module, and the date taken.

Credits: 100 item exams or DANB PDEP module = 12 CDE credits. Less than 100 item exams = six CDE credits.

2. Passing other dental-related, professionally proctored exams of at least 100 items.

Proof: Official certificate or exam result, including date taken and exam description from the exam organizers.

Credits: One CDE credit for each clock hour designated for the exam completion, excluding official exam breaks. If no time is specified, one CDE credit will be allowed for every 100 items

CATEGORY 4: VOLUNTEER SERVICE OR SCHOLARLY ACTIVITY

Credits must directly relate to participating in dental-related community volunteer service or by participating in scholarly activities.

1. Volunteer service includes mission work, voluntary clinic work, dental health presentations, or serving on a DANB exam committee. Community service does not include 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: Certificate of completion, letter of attendance/participation or similar documentation, on letterhead of the sponsoring service organization including sponsoring organization contact information.

Credits: One clock hour of participation is worth one CDE credit up to a maximum of three CDE credits.

2. Scholarly activity includes teaching a professional course or CDE program directly related to dentistry or dental assisting outside your normal employment teaching responsibilities.

Proof: Certificate of completion, letter of attendance/participation or similar documentation, on letterhead of the sponsoring service organization including sponsoring service organization contact information.

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

Dental assisting touted as a top job

Dental assistants have long proclaimed that their profession offers rewarding and fulfilling careers. Now others outside dentistry are discovering what dental assistants have known all along, thanks to *U.S. News & World Report*. Dental assisting recently landed a spot on the national magazine's list of The 100 Best Jobs of 2017.

U.S. News & World Report rated dental assisting as the No. 25 best healthcare support job in the country and as No. 100 in its overall rankings of U.S. jobs. The magazine selected the profession for its annual list for the second year in a row, citing factors such as low unemployment, high job satisfaction and robust industry growth.

Flexibility

U.S. News & World Report noted that one reason dental assisting is an appealing profession is because of its flexibility. Dental assistants can pave their way into the profession by attending a dental assisting program or being trained on the job. In addition, many dental assistants can take advantage of dental offices' flexible hours and pursue full-time or part-time employment.

Challenging and interesting duties

As dentistry evolves, the duties of dental assistants are expanding as well. From assisting the dentist with procedures to informing patients and making them feel at ease, dental assistants play an integral role on the dental team. Additionally, more states are allowing dental assistants to perform expanded functions after meeting certain state-specific requirements. There's never a boring day at this fast-paced, exciting job.

A profession in demand

Dental assisting continues to be a career on the rise. The U.S. Bureau of Labor Statistics projects more than 58,000 new job openings for dental assistants up through 2024. That's an 18 percent growth rate, which makes dental assisting one of the fastest-growing professions in the country.

It's an exciting time to be a dental assistant. More people will enter dental assisting as word spreads about the benefits of the profession. But those assistants who have already earned DANB certification will be able to stand out from the crowd and advance their careers.

Durley co-facilitates governance workshop

DANB and DALE Foundation Executive Director Cindy Durley, M.Ed., MBA, co-facilitated a board governance workshop for the Institute for Credentialing Excellence on Feb. 13 in Charleston, South Carolina.



Cindy Durley, M.Ed., MBA

Called "Serving the Unique Needs of a Certification Governance Board," the all-day workshop was led by Ms. Durley and Denise Fandel, MBA, CAE, Executive Director of the National Athletic Trainers' Association Board of Certification.

The workshop addressed the unique issues certification governance boards face. "It was interesting to learn from similar organizations about how they handle board governance in an interactive, dynamic learning environment," Ms. Durley said. "The attendees were generous in sharing their best practices and expertise with each other."

Looking back: How dental assisting has changed

To say that dental assisting has changed in the last several decades is an understatement. As dentistry has evolved, dental assistants have gone from "ladies in attendance" to critical members of the dental team. According to the American Dental Association, four-handed dentistry became popular in the United States in the 1960s – securing dental assistants as key players in delivering patient care.

"Dental assistants are the heart and soul of the office," says Cathy J. Roberts, CDA-Emeritus, COA-Emeritus, CDPMA-Emeritus, MADAA, who was a dental assistant for a pediatric dental practice in Indiana for 43 years before she retired last year. "Compared to 30 or 40 years ago, a lot of duties now fall on the dental assistant today. We make the practice run smoothly."

Although dental assistants are responsible for more duties, they don't necessarily have more time to complete everything. It's no wonder the best dental assistants thrive in a fast-paced environment and know how to stay on top of all the details to keep the practice running smoothly.

"As practices have become busier, the dentists have learned to rely more on their dental assistants," says Dixie Vallie, CDA, COA, who has worked as a dental assistant in a variety of dental settings for more than 40 years in Vermont. "Our role has become really well-regarded now."

Safety first

One of the major changes for dental assistants, and for dentistry as a whole, was the adoption of federal infection control standards and guidelines. Decades ago, assistants didn't wear personal protective equipment like gloves and masks and simply wiped down an operatory with alcohol. Infection control is much more rigorous now. Today dental assistants are often in charge of infection control in the dental office and may even serve as infection control coordinator.

Expanding duties

In recent years, many states have expanded the duties that dental assistants are allowed to perform. Dental assistants who are eager to learn more and take on additional duties have climbed the career ladders in their states by pursuing credentials for expanded functions.

"Because practices are getting busier, doctors needed to figure out a way for us to do more within the legal scope of the practice," Vallie says. "The responsibilities that we have now just speak volumes."

"With expanded functions, dental assistants can perform more chairside duties," says Mary Harri-



son, CDA, EFDA, EFODA, FADAA, who has more than 40 years of experience and currently works in a general practice in Beaverton, Oregon. "We can expedite procedures and make the dental practice more efficient."

The digital revolution

Digital technology is also improving the efficiency of dental practices. For example, many dental offices are striving to become paperless. Dental assistants perform administrative tasks like processing insurance claims and ordering supplies online. And with the rise of mobile devices, many dental offices now confirm appointments with patients by text or email.

Digital technology is also giving tech-savvy dental assistants the opportunity to gain more clinical skills. Many offices now use digital radiography instead of conventional dental radiography. CAD/CAM dentistry is also growing in popularity. Such technology streamlines treatment for patients and enhances staff productivity.

Staying the course

As dental assistants take on more responsibilities, continuing education becomes crucial to their careers. Keeping up with the procedures and techniques in the fast-paced world of dentistry requires a commitment to lifelong learning, according to Harrison. "Dentistry is asking dental assistants to do more clinical things, so education is very important," she says.

Earning and maintaining DANB certification or joining a professional association like the American Dental Assistants Association can help dental assistants continue to advance their careers.

Despite all the changes in the profession, one thing that has held constant is the commitment and passion of dental assistants. "My heart and soul are the same," says Harrison. "I still care so much about each patient, and that has never changed."

ICE exam blueprint reorganized for 2018

A new exam blueprint for DANB's Infection Control (ICE) exam will go into effect Jan. 1, 2018.

No new content areas were added to the ICE exam blueprint, and no content was removed. The main change was reducing the number of sub-content area reporting categories from six to four — with content areas moved into categories where they fit more appropriately.

DANB exams are created using the exam blueprint, which is annually reviewed by subject matter experts. The blueprint is developed through a rigorous content validation study (CVS) and validated by current DANB certificants using a job analysis survey to ensure the content being tested is still performed in the clinical practice. The ICE CVS was completed in 2016.

See the tables at right for a comparison of the current and 2018 sub-content areas and weightings.

Download full blueprints at www.danb.org.

2008-2017 ICE exam sub-content area weightings

Sub-Content Area Category	Percent of Exam
Patient and Dental Healthcare Worker Education	10%
Prevention of Cross-Contamination and Disease Transmission	20%
Maintain Aseptic Conditions	10%
Demonstrate an Understanding of Instrument/Device Processing	15%
Demonstrate an Understanding of Asepsis Procedures	15%
Occupational Safety	30%

2018 ICE exam sub-content area weightings

Sub-Content Area Category	Percent of Exam
Standard Precautions and the Prevention of Disease Transmission	20%
Prevention of Cross-Contamination during Procedures	34%
Instrument/Device Processing	26%
Occupational Safety/Administrative Protocols	20%

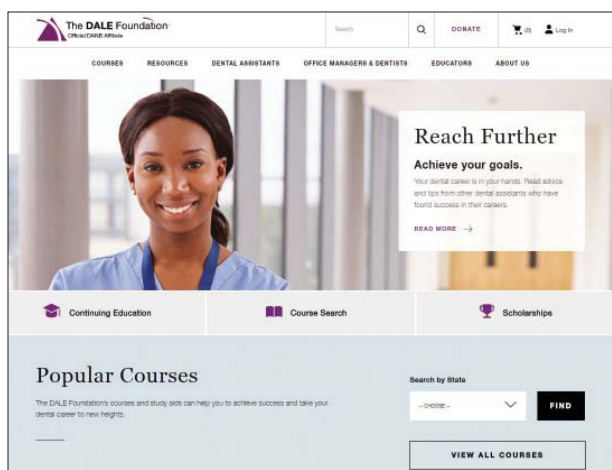
The DALE Foundation unveils updated website

The DALE Foundation has recently launched an updated website. The new site is designed to help visitors more easily find the information and resources they need to advance their dental careers.

For example, the DALE Foundation's site features two search-by-state maps to look up state dental assisting requirements and state CDE requirements.

The DALE Foundation's product catalog features online resources to help dental assistants prepare for DANB exams, as well as online courses and articles that are worth between 2 and 12 CDE credits.

To learn more, visit www.dalefoundation.org.



Celebrating in Boston

In January, the DALE Foundation hosted a reception during the 2017 Yankee Dental Congress. Dental professionals gathered to network, learn about the DALE Foundation's e-learning products and enjoy refreshments.

"I love the networking and fellowship with dental assistants," one attendee said. "It's great meeting other DANB certificants," another attendee noted.

During the reception, attendees participated in a photo booth activity and took pictures with signs about the dental assisting profession. The DALE Foundation also raffled off three e-learning courses and an American Express gift card. The raffle winners were: Peg Bloy, CDA; Pamela Coletti, CDA; Jena Payne, CDA, CPFDA, CRFDA; and Joanne Wilbur, CDA.



New way to earn CDE in infection control

There's a new way to earn two Continuing Dental Education (CDE) credits in infection control. A new interactive online article, Understanding CDC's Summary of Infection Prevention Practices in Dental Settings, is now available!

The interactive format allows you to take notes and access a glossary and links to related resources to help you understand the information before you take the 20-question assessment.

This article was developed as part of a collaborative partnership between the Organization for Safety, Asepsis and Prevention (OSAP), DANB and the DALE Foundation. To learn more, visit www.dalefoundation.org/CDC.

2017 Liz Koch Memorial Scholarship coming soon

This spring, the DALE Foundation will launch the 2017 Liz Koch Memorial Scholarship to help dental professionals reach their career goals.

Open to all dental assistants, DANB certificants and other healthcare professionals, the Liz Koch Memorial Scholarship is intended to help oral healthcare professionals reach their professional development goals and support their mentorship activities.

Please watch your email for more information or visit the DALE Foundation website at www.dalefoundation.org.

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

of the armed forces. The rule became effective in May 2016. In August 2016, the Board adopted a similar rule giving credit toward registration as a limited registered dental assistant in orthodontics (LRDAO) for education, training and experience received while serving as a member of the armed forces. The rule became effective in December 2016.

New York

Effective Nov. 2, 2016, the New York State Department of Health's Bureau of Environmental Radiation Protection amended its regulations to allow dental assistants to operate cone-beam computed tomography (CBCT) equipment after demonstrating satisfactory completion of a training program approved by the department or provided by the equipment manufacturer. CBCT equipment must be performed under the direct supervision of a dentist.

North Carolina

The North Carolina State Board of Dental Examiners adopted rule amendments, effective August 1, 2016, that (1) require all dental assistants — both Dental Assistants I (DA I) and Dental Assistants II (DA II) — to maintain CPR certification at all times; (2) clarified that no DA I or DA II may perform radiography procedures without completing the training required by statute; (3) modified language related to impressions to allow a DA II to take impressions not only for study models and opposing casts, but also for temporary or permanent dental appliances, adjustable orthodontic appliances, nightguards, and repair of dentures or partials; and (4) made other minor changes and corrections.

Ohio

As part of a regular five-year review of rules, the Ohio State Dental Board made a number of adjustments to its rules, including:

- Replaced all instances of "certified dental assistant" as an umbrella term for individuals holding either DANB's CDA certification or the Certified Ohio Dental Assistant (CODA) certification issued by the Ohio Commission on Dental Assistant Certification (OCDAC) with the term "certified assistant" (Note: Only dental assistants who hold

DANB's CDA certification may continue to use the mark "Certified Dental Assistant.")

- Changed the rules governing registration as an EFDA to specify that a candidate must be one of the following:
 - an unlicensed dentist who has graduated from an accredited dental college and does not have a dental license under suspension or revocation by the board;
 - a dental student enrolled in an accredited dental college and considered by the dean of the college to be in good standing as a dental student;
 - a graduate of an unaccredited dental college located outside the U.S.;
 - a dental assistant certified by DANB or OCDAC;
 - a licensed dental hygienist whose license is in good standing; or
 - a dental hygienist who has graduated from an accredited dental hygiene program and does not have a dental hygiene license under suspension or revocation by the board.
- Specified that completion of a Basic Life Support (BLS) training course certified by the American Red Cross, American Heart Association or American Safety and Health Institute is required for EFDA registration
- Specified that basic qualified personnel (i.e., unlicensed dental assistants who do not hold DANB or OCDAC certification) may now perform retraction of the gingival tissue prior to the final impression that is performed by the licensed, supervising dentist
- Added application of disclosing solutions to the list of functions that a Certified Assistant may perform when the supervising dentist is not physically present, subject to the conditions outlined in the dental practice act
- Added recementation of temporary crowns, or recementation of crowns with temporary cement, to the list of functions that an EFDA may perform when the supervising dentist is not physically present, subject to the conditions outlined in the dental practice act

Oregon

The Oregon Board of Dentistry adopted new rules creating a new Expanded Function Preventive Dental Assistant (EFPDA) designation for dental assis-

tants. The EFPDA will be allowed to perform coronal polishing. Requirements for earning the Oregon EFPDA certificate include holding the Oregon Radiologic Proficiency Certificate (administered by DANB) and doing one of the following:

- (1) Complete a course of instruction in a program accredited by CODA; or
- (2) Pass the Oregon Basic (ORB) exam and the Oregon Expanded Function Dental Assistant examination, both administered by DANB, and obtain verification from an Oregon licensed dentist of having successfully polished the coronal surfaces of teeth with a brush or rubber cup as part of oral prophylaxis to remove stains on six patients; or
- (3) Pass the DANB Certified Preventive Functions Dental Assistant (CPFDA) examination and the Oregon Expanded Function Dental Assistant examination, and obtain verification from an Oregon licensed dentist of having successfully polished the coronal surfaces of teeth with a brush or rubber cup as part of oral prophylaxis to remove stains on six patients.

The new rule also allows an individual who has been credentialed to perform the same duties in another state to earn the Oregon EFPDA certificate "by credential." In the same rule package, the Board clarified that only a Certified Anesthesia Dental Assistant can administer additional medications into an existing infusion line, and that this duty must be performed under the direct visual supervision of a dentist holding the appropriate sedation/anesthesia permit.

South Carolina

The South Carolina Board of Dentistry amended its rules to require that dentists, dental hygienists and auxiliary staff who might be exposed to blood and other bodily fluids complete two hours of continuing education in sterilization and infection control biennially.

The same rule package added a provision specifying that all dental offices must conform to and comply with current Centers for Disease Control and Prevention (CDC) recommendations and guidelines in infection control, and that all dentists, dental hygienists and personnel who assist in the dental practice and may be exposed to bodily fluids are responsible for maintaining familiarity with these recommendations and guidelines.

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You could be next!

Congratulations to Sharon Cushman, CDA, Jay, FL, who recognized her DANB certification number in the winter 2017 issue of *Certified Press*. If your certification number matches one of the randomly selected numbers below, you can win a \$50 prize. Notify the DANB Marketing Department at communications@danb.org within 30 days. Be sure to include your name, address and certification number.

138469	198633
173552	199368
213568	216897

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Share your DARW stories

Dental Assistants Recognition Week begins March 5, 2017. How are you celebrating? Send your stories and photos to communications@danb.org for the chance to be featured in *Certified Press* or on social media.

Attend the DANB Forum at Hinman Dental Meeting

DANB will be giving a free presentation on Thursday, March 23, at 10:00 a.m. and again at 1:00 p.m. To attend, you must register on the Thomas P. Hinman Dental Meeting website: <https://hinman.org/>. Search course #Th319 and #Th320 for additional information.

Calendar of Events

Thomas P. Hinman Dental Meeting
March 23-25, 2017, Atlanta, GA
<https://hinman.org/>

CADAT Conference
April 21-22, 2017, San Jose, CA
<http://cadat.org/events/>

American Association of Dental Boards Mid-Year Meeting
April 23-24, 2017, Chicago, IL
<http://dentalboards.org/meetings/>

Star of the North
April 27-29, 2017, Saint Paul, MN
<http://star.mndental.org/>

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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.