



Date: October 1, 2014
To: DANB Communities of Interest
From: Dental Assisting National Board, Inc. (DANB)
Re: Summary of major actions taken by DANB's Board of Directors at the Aug. 15-16, 2014, Annual Meeting

Below please find a summary of major actions taken by the DANB Board of Directors at its Aug. 15-16 2014, Annual Meeting.

The DANB Directors who attended the meeting were Chair Frank Maggio, D.D.S.; Vice Chair Carol Oeder, CDA, COA, CPFDA, CRFDA, CDPMA, FADAA, LPN; Secretary Mary Harrison, CDA, EFDA, EFODA, FADAA; Patricia Capps, CDA, RDH, M.S.; Joanne Dawley, D.D.S.; D. Bradley Dean, D.D.S., M.S.; Linda Golodner, B.A.; Katharine Noble, B.S.N.H., CDA, RDA, HMC (FMF); and Denise Romero, CDA, RDA, M.A.

DANB's Executive Director Cindy Durley, M.Ed., MBA, serves ex officio on DANB's Board. Cindy can be contacted at 1-866-357-3262 or cdurley@danb.org.

DANB Certificant Services Updates

Update to Recertification Fees in 2016

DANB is happy to announce there will be no renewal fee increases in 2015. However, to keep up with inflation, DANB's Board of Directors approved the recommendation to slightly increase the certification renewal fee by \$5, starting on Jan. 1, 2016. DANB has not increased renewal fees since 2012. There is no fee increase for those holding four or more certifications. The chart outlining the old and new fees is below.

DANB certification renewal fees		
Number of certifications	Current renewal fee	New renewal fee (Effective 1/1/16)
1	\$60	\$65
2	\$85	\$90
3	\$105	\$110
4	\$130	\$130
5	\$150	\$150
6	\$170	\$170

DANB Exam Program Updates

Update on DANB's National Entry Level Dental Assistant (NELDA) designation

DANB's Board of Directors finalized the pathways and requirements for the National Entry Level Dental Assistant (NELDA) designation.

DANB is developing this new national program in response to feedback from state dental boards interested in ways to objectively evaluate the knowledge-based competencies of entry-



level dental assistants who have not graduated from a dental assisting program accredited by the Commission on Dental Accreditation (CODA) and who do not meet eligibility requirements for DANB's Certified Dental Assistant (CDA) certification program.

DANB's mission is to promote the public good by providing credentialing services to the dental community, and the NELDA designation will be an additional way for DANB to fulfill this mission.

The NELDA program is a new step on the dental assisting career ladder, with its own unique eligibility pathways. This program is available only for those who do not yet qualify for DANB's CDA certification.

Overview of DANB's NELDA designation

1. Three component exams, which must be passed within three years to earn NELDA certification:
 - Radiation Health and Safety (RHS) – 100 questions
 - Infection Control (ICE) – 100 questions
 - Anatomy, Morphology and Physiology (AMP) – 105 questions
2. Proposed NELDA eligibility requirements, evaluated after passing the three component exams:
 - Hold current CPR, BLS or ACLS certification and meet requirements of
 - One of three education pathways **or**
 - One work experience pathway

(Those who meet any of the four NELDA eligibility pathways would not also meet DANB's CDA certification eligibility.)
3. NELDA renewal requirements — annual renewal for up to four years (DANB would consider dental assistants to be “entry-level” only until they could be considered qualified to meet DANB's CDA work experience pathway):
 - Hold current CPR, BLS or ACLS certification **and**
 - Complete six CDE credits annually, all in clinical topics

DANB plans to launch the NELDA program by early 2015. Additional information will be shared on DANB's website and via email.

Update to the Exam Rescheduling Policy

Effective January 1, 2015, DANB exam candidates will only be allowed to request a new testing window two times for one exam application. After the second request for a new testing window, a current exam application with any required documentation and full exam application fees must be submitted. However, during this policy transition, exam candidates who had already requested a second new testing window in 2014 will be allowed a third reschedule by submitting a paper form.

The greatest benefit to candidates reapplying rather than rescheduling a third time is that it increases compliance with current DANB policies, because multiple testing window extensions increases the possibility that a candidate may have applied to test under one year's policies, but



actually test under the next year's policies. While DANB exam policy does not change very often, reducing the number of times one can obtain a new testing window for one exam application increases ease of policy compliance.

Update to the Exam Identification Policy

Also effective January 1, 2015, student IDs will no longer be accepted as a valid form of identification when taking a DANB exam. The ID change will help increase exam security, thus increasing the validity of DANB's certification programs. The standardized ID requirement of a government-issued ID will also allow DANB computerized exam administration vendor Pearson VUE to more consistently and fairly apply DANB's ID policy.

Exam candidates must bring their *Test Admission Notice* and one form of ID when checking in to the test site to take an exam. A driver's license, passport, military ID card, state ID card or U.S. government-issued permanent resident card are all acceptable.

Update on PDEP modules

DANB continues to work on transitioning its Professional Development Examination Program (PDEP) to the DALE Foundation, reformatting it as an interactive online product called Continuing Dental Education Articles, or CDEA.

During this transition, the two topics available in either mail-in format (DANB's PDEP product) or online format (the DALE Foundation's CDEA product) are:

- Pediatric Dentistry
- Sedation in Pediatric Dentistry

The chart below outlines the differences and similarities between the two products.

	PDEP (mail-in)	CDEA (online)
Cost	\$75	\$75
Credits	12 CDE	12 CDE
Time to complete	6 months	6 months
Format	Paper	Online
Topics	<ul style="list-style-type: none">• Pediatric Dentistry• Sedation in Pediatric Dentistry	<ul style="list-style-type: none">• Pediatric Dentistry• Sedation in Pediatric Dentistry
Results	Mail-in	Immediate
Processing time	4 to 6 weeks	Immediate
Program name	PDEP	CDEA
Offered by	DANB	The DALE Foundation

PDEP is only offered to DANB certificants, while CDEA is available to anyone. Eventually, all of DANB's currently available PDEP modules will be transferred to the DALE Foundation.

Update to Exam Fees in Jan. 2016

DANB is pleased to announce there will be no exam fee increases in 2015. However, in order to keep up with inflation, DANB's Board of Directors approved exam fee increases, effective Jan. 1, 2016. DANB has not increased exam fees since 2011.



The chart outlining the old and new fees is below.

DANB National Exam Fees		
Exam	Current fee	New Fee (effective 1/1/16)
CDA, COA, CPFDA	\$375	\$425
GC	\$200	\$250
RHS	\$175	\$250
ICE	\$175	\$250
RHS/ICE	\$250	\$325
OA	\$250	\$300
CP	\$175	\$225
TF	\$100	\$125
SE	\$100	\$125
TA	\$100	\$125
AMP	\$175	\$225
IM	\$100	\$125
IS	\$100	\$125
RF	\$200	\$250
TMP	\$100	\$125
IM/TMP	\$175	\$200
IS/RF/SE	\$300	\$375
NELDA	\$325	\$375

DANB Processing and Request Fees		
Request	Current fee	New Fee (effective 1/1/16)
Processing fee	\$50	\$75
Reschedule fee (to 60 days)	\$55	\$60
Reschedule fee (61-120 days)	\$110	\$120
Appeal	\$25	\$50
Handscore	\$50	\$75
Duplicate score or certificate	\$25	\$50
Renewal late fee	\$15	\$20

ADAA and DANB Collaboration

ADAA/DANB Scholarship

DANB and the ADAA launched the first ADAA/DANB Scholarship in June 2013. At the end of 2013, the ADAA/DANB Scholarship Committee began preparing for the 2014 ADAA/DANB Scholarship. The 2014 ADAA Scholarship launched on June 3, 2014. The deadline to apply was July 15, 2014, and the committee received 29 total (25 completed) applications. The winners of the 2014 ADAA/DANB Scholarship will be announced at the 2014 ADAA First House of Delegates session in San Antonio on Friday, Oct. 10, 2014. ADAA and DANB staff will distribute a press release and other communication materials announcing the scholarship winners after the ADA/ADAA Annual Session.



Report from the DALE Foundation

The DALE Foundation is the independent nonprofit DANB affiliate; its mission is *to benefit the public by providing quality continuing education to dental professionals and conducting sound research to promote oral health*. The DALE Foundation's Board of Trustees held its Annual Meeting on Aug. 14, 2014. All Trustees were present.

The DALE Foundation offers the following products, all available online:

- Conventional Dental Radiography Review
- DANB RHS Review
- DANB ICE Review
- DANB GC Review Part I
- DANB GC Review Part II
- DANB RHS Practice Test
- DANB ICE Practice Test
- DANB GC Practice Test
- DANB AMP Practice Test
- Accounts Receivable for the Dental Office
- HR Fundamentals for the Dental Office
- Financial Reporting for the Dental Office
- Behavioral Guidance and Management for the Pediatric Dental Patient
- Dental Cements and Adhesives
- Glossary of Dental Terms

Coming soon:

- DANB OA Practice Test
- DANB AMP Review
- Continuing Dental Education Articles (CDEA) modules — interactive online articles on various oral healthcare topics of interest to dental auxiliaries

With DANB support, the DALE Foundation will be conducting research in 2014 and 2015 to determine educational resource needs of dental auxiliary learners and educators.

The Liz Koch Memorial Scholarship

The DALE Foundation has established a scholarship in memory of Liz Koch, Chief Operating Officer of DANB and the DALE Foundation. Liz was a strong believer in continuing education and lifelong learning; the scholarship honors her dedication to encouraging and elevating dental assistants at all stages of their careers.

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

The scholarship launched on March 5, 2014, and the deadline to apply was May 18, 2014. In total, the committee received 105 applications that were complete and submitted by the deadline.



The scholarship committee reviewed all applications and selected the following winners:

- Rebecca Horne, CDA (category 1 – meant for those who have held DANB certification for at least two years and have an account with the DALE Foundation)
- Kandra Luna, CDA (category 2 – meant for those who do not hold DANB certification or who have been DANB certified for less than two years, and have an account with the DALE Foundation)

Rebecca Horne will use her scholarship award to earn DANB's Certified Orthodontic Assistant (COA) certification. Kandra Luna will apply her scholarship award toward her DANB Certified Dental Assistant (CDA) certification, which she earned earlier this year. Both winners also receive three continuing education products of their choice from the DALE Foundation catalog.

The scholarship winners were chosen based on their interest in and commitment to the oral healthcare profession, as well as mentorship experiences.

Information about the 2015 Liz Koch Memorial Scholarship will be available early 2015.

The DALE Foundation Board of Trustees

The DALE Foundation Board of Trustees has elected the following Trustees to officer positions:

- President — Virginia Jorgensen, CDA, EFDA, EFODA, A.A.S.
- President-Elect — Jennifer Todd, CDA, M.S.
- Secretary — Teresa Duncan, M.S., FADIA, FAADOM

Dr. Richard Hunt concluded his term on the DALE Foundation's Board of Trustees. Carol Oeder was elected by DANB's Board of Directors to fill the interim vacancy of the position of a DANB Director on the DALE Foundation's Board of Trustees. Carol Oeder's term began Sept. 1, 2014, and will conclude Aug. 31, 2015.

The DALE Foundation Board of Trustees will hold its winter meeting Jan. 29, 2015, and its annual meeting Aug. 20, 2015. Additionally, the Board of Trustees may meet by conference call throughout the year, between its two scheduled in-person meetings.

DANB Charitable Contributions

DANB's Board of Directors approved the following contributions:

- \$100 to Oral Health America
- \$100 to the National Museum of Dentistry
- \$500 to the Institute for Credentialing Excellence's Research and Development Program
- \$1,000 to the ADA/DANB Scholarship Fund
- \$1,500 to the DALE Foundation's Liz Koch Memorial Scholarship Fund

DANB Board of Directors

The following DANB Board Directors' terms are due to expire in August 2015: Dr. D. Bradley Dean, Denise Romero and Katherine Noble. Denise Romero and Katherine Noble have consented to re-nomination. Dr. Dean will not be seeking another term.



DANB's Board of Directors has re-elected the following Directors to officer positions:

- Chair — Frank Maggio, D.D.S.
- Vice Chair — Carol Oeder, CDA, COA, CPFDA, CRFDA, CDPMA, FADAA, LPN
- Secretary — Mary Harrison, CDA, EFDA, EFODA, FADAA

Upcoming DANB Board of Directors Meetings

DANB's Board of Directors will hold its winter meeting Jan. 30-31, 2015, and its annual meeting Aug. 21-22, 2015. Additionally, DANB's Board of Directors may meet by conference call throughout the year, between its two scheduled in-person meetings.

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