



Date: Nov. 3, 2016
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. 5-6, 2016, Annual Meeting

Below please find a summary of major actions taken by the DANB Board of Directors at its Aug. 5-6, 2016, Annual Meeting.

DANB Directors who attended the meeting were Chair Frank A. Maggio, D.D.S.; Vice Chair Mary Harrison, CDA, EFDA, EFODA, FADAA; Secretary Joanne Dawley, D.D.S.; Karen Comisi, CDA, RDA, FADAA; Sandra Garcia, CDA, RDA; Linda Golodner, B.A.; Katharine Noble, CDA, CRFDA, HMC (FMF), United States Navy; and Denise Romero, CDA, COA, RDA, M.A. Patricia Capps, CDA, RDH, M.S., participated by phone. Incoming Directors Lois Bell, CDA, CPFDA, CRFDA, FADAA, and Michael Conte, D.M.D., M.P.H., also attended.

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 Exam Program Updates

Update on DANB's Content Validation Studies

Every five to seven years, DANB conducts a content validation study (CVS) for each of its national exams to ensure the content being tested is still performed in clinical practice. DANB's Board of Directors approved updates to the OA and ICE exam blueprints which were based on the data from the CVSs and evaluated by Subject Matter Experts.

The Board approved updates to the Orthodontic Assisting (OA) exam blueprint and weightings, to go into effect 1/1/17; and updates to the Infection Control (ICE) exam blueprint and weightings, to go into effect 1/1/18.

DANB staff will communicate these changes to stakeholders by publishing the updated blueprints on its website this fall and by distributing the updated blueprints in advance to dental assisting educators.

While a CVS was not completed in 2016 for the GC exam (the GC CVS is slated to be completed in 2017 and go into effect 1/1/18), an update to the GC sub-content area weightings was approved which combines two sub-content areas so that exam candidates who fail the exam will receive more valid data to assist them in preparing to retake the exam. That change goes into effect 1/1/17.

DANB Certificant Services Updates

Updates to Reinstatement Policy and Late Fee

The Board approved changes to clarify definitions of continuous and discontinuous reinstatement options. Additions are in **bold**, deletions in ~~strikethrough~~.



DANB will assess a nonrefundable late fee on renewal payments not postmarked by the certification expiration date.

Certificants may reinstate using continuous or discontinuous reinstatement options. Continuous reinstatement options will be listed first.

Continuous Reinstatement Definition

If certification is not renewed within three months of the certification expiration date, or the certificant does not meet all recertification requirements, former certificants may apply to reinstate their CDA, CDPMA, COA, COMSA, CPFDA and/or CRFDA certifications. Once the certificant has met the reinstatement requirements, the certificant will retain the same certification number and the same original date of certification.

Continuous Reinstatement Level 1/Option 1

A DANB certificant whose DANB certification(s) has/have expired ~~between~~ **from** four (4) and **up to** twelve (12) months and meets all other renewal eligibility requirements can become current (reinstate) his/her credential by submitting the following:

- Nonrefundable reinstatement fee
- Back renewal and late fee(s) (refundable if the candidate is found ineligible for reinstatement)
- Proof of 12 CDE credits (at minimum) which meet the current recertification guidelines, earned during the audited renewal period or no later than the end of the 3-month grace period
- Proof of maintaining DANB-accepted, hands-on CPR, BLS or ACLS certification during the audited renewal period and current through the time of audit

Continuous Reinstatement Level 2/Option 2

A DANB certificant whose certification(s) has/have expired ~~between~~ **from** one (1) **day** and **up to** twelve (12) months and does not meet the stated renewal requirements for CPR, BLS or ACLS certification and/or whose certification(s) has/have **been** expired between four (4) and twelve (12) months and does not meet the stated renewal requirements for CDE credits (including the requirement to earn a minimum of two CDE credits in infection control annually) will be provided a one-time, time-limited opportunity (expires 12 months from the certification expiration date) to become current with all stated renewal requirements, and will be assessed the following penalties in addition to the requirements listed above:

- Earn an additional 6 clinical CDE credits (regardless of which or how many certifications held) ~~within 90 days from the Print Date on the Reinstatement Renewal Notice but no later than the 12 months~~ **after from** the certification expiration date
- Comply with a renewal audit for at least the following two renewal cycles
- If the certificant is found not to meet the stated renewal requirements on any future audit, the certificant will no longer be considered DANB certified, but will be allowed the opportunity to retest to recertify (i.e., discontinuous reinstatement)



After DANB receives the completed Reinstatement form, **documentation and** payment and reviews/approves **the application for reinstatement**, ~~proof of CDE hours, CPR, BLS or ACLS certification, and responses to the Background Information Questions~~, the certificant will be reinstated as a DANB certificant. NELDA, COMSA and CDPMA certifications are not eligible for **continuous** ~~Reinstatement~~.

Discontinuous Reinstatement Definition

If certification is not renewed within twelve months of the certification expiration date, or the former certificant does not meet either of the continuous reinstatement options (Level 1 or Level 2), the former certificant may apply for discontinuous reinstatement of her/his certification(s) using one of the following three options. The certificant will retain the same certification number and will be issued a new date of certification. NELDA, CDPMA and COMSA certifications are not eligible for discontinuous reinstatement.

Discontinuous Reinstatement Level 1

All component exams taken to earn the now lapsed certification were passed within the past 5 years (for CDA or COA certification) or within the past 3 years (for CPFDA or CRFDA certification):

- **Submit completed GC (for CDA certification), OA (for COA certification), CP (for CPFDA certification) or RF (for CRFDA certification) exam application**
- **Submit exam application fee**
- **Earn a passing score on the exam**

Discontinuous Reinstatement Level 2/Option 2

At least one component exam taken to earn the now lapsed certification was passed within the past 5 years (for CDA or COA) or within the past 3 years (for CPFDA or CRFDA):

- **Submit completed exam application for any component exams not passed within the past 5 years (for CDA or COA certification) or within the past 3 years (for CPFDA or CRFDA certification)**
- **Submit exam fee(s)**
- **Earn a passing score on the exam(s)**

Discontinuous Reinstatement Level 3/Option 3

All component exams taken to earn the now lapsed certification were passed more than 5 years ago (for CDA or COA certification) or 3 years ago (for CPFDA or CRFDA certification):

- **Submit completed exam application for all component exams required to earn certification**
- **Submit exam fees**
- **Earn a passing score on the exams**



Update on DANB Collaborations

Collaboration with Temple University

DANB and the DALE Foundation continue to collaborate with Temple University's Kornberg School of Dentistry on a post-baccalaureate program for aspiring dental students.

The goal of the post-baccalaureate program is to provide students who are interested in studying dentistry an opportunity to advance their education and improve their admission applications for dental school. The program began in June 2015; ultimately, 40 students participated in the 2015-16 program. Now in its second year, the program drew hundreds of applicants for the 2016-2017, from which 42 participants were enrolled. DANB and DALE Foundation staff held student and educator webinars in May and June 2016, respectively, and DANB Board Chair Dr. Frank Maggio and DANB Executive Director Ms. Cindy Durley made in-person presentations to the students and some educators on June 20, 2016.

During the first 10 weeks of the academic year, the post-baccalaureate students receive education based on a dental assisting curriculum. The post-baccalaureate students serve as dental assistants to the current third and fourth year students in Temple University's Kornberg School of Dentistry. Before being allowed access to the dental school clinic, these post-baccalaureate program students are required to pass DANB's RHS, ICE and AMP exams, which are the component exams of DANB's National Entry Level Dental Assistant (NELDA) certification program.

To provide foundational education and to help to prepare the post-baccalaureate program students for the three components of DANB's NELDA exam, Temple University requires students to complete DALE Foundation review courses covering DANB's RHS, ICE and AMP exams, and provides them with access to the DALE Foundation's DANB RHS, ICE and AMP practice tests.

After successfully completing the post-baccalaureate program, students who meet the admission requirements are admitted to Temple University's Doctor of Dental Medicine program.

ADAA/DANB Scholarship

This year marks the fourth year of the annual ADAA/DANB Scholarship program. The scholarship is open to all ADAA members and student members in good standing. The 2016 ADAA/DANB Scholarship was announced in August, and the deadline to apply was Sept. 7, 2016. There were a total of 25 applicants, and the committee selected five winners. Winners were announced at the DANB/DALE Foundation/ADAA Forum, which was held Oct. 21, 2016, at the ADA Annual Meeting in Denver. The winners will also be posted on the DANB and ADAA websites in November.



Report from the DALE Foundation

The DALE Foundation, the official DANB affiliate, held its Annual Meeting Aug. 4, 2016.

The DALE Foundation currently offers 23 interactive online educational courses and resources to advance dental auxiliaries.

Mobile-friendly versions of the DANB ICE Review and DANB RHS Review released April 2016 and May 2016, respectively.

Three new products are scheduled for release in FY 2016-17.

The DALE Foundation's Research Advisory Committee held its kickoff meeting for the "Value of Dental Assistants to the Dental Practice" study April 12, 2016, in Chicago. The qualitative portion of the research has been completed, and the quantitative portion is scheduled to begin in November 2016. The results of the research are expected to be published in the first quarter of 2017.

The Liz Koch Memorial Scholarship

The 2016 Liz Koch Memorial Scholarship launched April 5, 2016, with a deadline of May 20, 2016. After receiving over 100 applications, the scholarship committee selected four winners in each category; category one is for dental professionals who have held DANB certification for more than two years, and category two is for dental professionals who are not DANB certified or who have held DANB certification for less than two years. See the DALE Foundation website for more information about the winners. Information about the 2017 Liz Koch Memorial Scholarship will be available in early 2017.

The DALE Foundation Board of Trustees

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

- President — Jennifer Todd, CDA, COA, M.S.
- President-Elect — Frank A. Maggio, D.D.S.
- Secretary-Treasurer — Teresa Duncan, M.S., FADIA, FAADOM
- Immediate Past President — Virginia Jorgensen, CDA, EFDA, EFODA, A.A.S.

The DALE Foundation Board also welcomed two new Trustees:

- Lorraine Gagliardi, CDA, RDA, RDH, Ed.D., began the first of a possible two three-year terms Sept. 1, 2016
- Guinevere B. Juckett, CDA, CPFDA, CRFDA, EFDA, began the first of a possible two three-year terms Sept. 1, 2016

Darci Barr, CDA, EFDA, B.S., and Carla Schneider, CDA, RDA, concluded their terms on the DALE Foundation Board of Trustees. Both were founding Trustees of the Board.



DANB Nominating Committee Update

DANB's Board elected the following Directors to officer positions:

- Chair — Joanne Dawley, D.D.S.
- Vice Chair — Kate Noble, CDA, CRFDA, HMC (FMF), United States Navy
- Secretary-Treasurer — Denise Romero, CDA, COA, RDA, M.A.

The Board also welcomed two new Directors:

- Lois Bell, CDA, CPFDA, CRFDA, FADAA, began the first of a possible two three-year terms Sept. 1, 2016
- Michael Conte, D.M.D., M.P.H., began the first of a possible two three-year terms Sept. 1, 2016

Frank Maggio, D.D.S., and Mary Harrison, CDA, EFDA, EFODA, FADAA, completed their terms on the DANB Board of Directors. Dr. Maggio will continue to serve on the DALE Foundation Board.

Upcoming DALE Foundation Board of Directors Meetings

The DALE Foundation Board of Trustees will hold its next winter meeting Feb. 1, 2017, and its next annual meeting Aug. 10, 2017. Additionally, the Board of Trustees may meet by conference call throughout the year, between its two scheduled in-person meetings.

Upcoming DANB Board of Directors Meetings

DANB's Board of Directors will hold its next winter meeting Feb. 3-4, 2017, and its next annual meeting Aug. 11-12, 2017. Additionally, DANB's Board of Directors may meet by conference call throughout the year, between its two scheduled in-person meetings.

Joint Meeting of the DALE Foundation Board of Trustees and DANB's Board of Directors

The DALE Foundation Board of Trustees and the DANB Board of Directors will meet on February 2, 2017 for a joint strategic planning session to consider the current oral healthcare environment and to review the two organizations' respective 2015-2018 strategic plans at the midpoint of the three-year timeframe.

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