



# Report of Major Actions of the Board of Directors of the Dental Assisting National Board, Inc. Discussed at its Annual Meeting

August, 2003

At its August 2002 meeting the Board of Directors of the Dental Assisting National Board, Inc. (DANB) voted to develop a report of major Board actions following each Board meeting. A *Report of Major Actions of and Project Updates Discussed by the DANB Board of Directors* is provided to each organization with representation on the DANB Board of Directors, and to other members of DANB's communities of interest as desired, and will be followed by that meeting's minutes when approved. In addition, DANB publishes each *Report of Major Actions of and Project Updates Discussed by the DANB Board of Directors* on the DANB web site, [www.danb.org](http://www.danb.org).

This Report reflecting August 2003 actions of DANB's Board of Directors is organized using the following categories: *Stakeholder Outreach, Candidate Issues, Certificant Issues, and Board of Directors-Specific Initiatives.*

## **Stakeholder Outreach**

### **1. Support the investigation of a formal relationship with Dentalworkers, Inc. to serve as DANB's primary resume posting/job banking service on DANB's website, [www.danb.org](http://www.danb.org).**

DANB will enter into negotiations with Dentalworkers, Inc. to discuss integrating Dentalworkers, Inc.'s resume posting/job banking service into DANB's website. Developing this relationship will afford DANB the following benefits:

- a. Protection of DANB trademarks via DANB's ability to verify that those assistants listing through Dentalworkers, Inc. who say they hold a DANB credential or have passed a DANB exam really do or have. Assistants who are verified by DANB as having passed a DANB exam or holding a DANB credential will be able to place the image of a DANB certification pin or RHS or ICE trademark in the upper right corner of their on-line resume;
- b. Greater access to dentists looking for dental assistant employees, and introducing these dentists to DANB certification;
- c. Ability to survey visitors to the Dentalworkers, Inc. site regarding their interest in DANB certification and other topics of importance to DANB stakeholders; results of various co-sponsored surveys could lead to the reinstatement of the Certified Oral and Maxillofacial Assistant (COMSA) examination if sufficient interest is demonstrated;
- d. Ability to better track foreign dentists' interest in DANB certification as a stepping stone to working in the dental field in the U.S.

### **2. Develop, annually update, sell and distribute DANB's *State Fact Booklet*.**

Over the past two years, DANB has been compiling state dental practice acts and administrative rules, to attempt to stay on top of changes that impact dental assistants and their employers nationwide. DANB receives frequent questions from various stakeholder groups, among them what dental assistants are allowed to do in various states, what DANB exams are recognized or required, how to contact state dental boards, and how many certificants reside in each state. In particular, as state dental boards periodically consider revision of these acts and regulations, they contact DANB to see what the requirements are in other states, to avoid 'reinventing the wheel.'

Designed to be updated annually, DANB's *State Fact Booklet* is a nearly 200 page wealth of information, organized by state. Each state's listing includes:

- a. State dental board contact information;
- b. Excerpts from state dental practice acts and administrative rules pertaining to dental assistants;
- c. What DANB examinations are required or recognized in that state;
- d. Contact information for the national office of the American Dental Assistants Association;
- e. List of dental assisting programs in that state that are accredited by the American Dental Association's Commission on Dental Accreditation;
- f. Count of DANB Certified Assistants;
- g. Count of assistants who have passed DANB certificate of competency exams (Infection Control (ICE) and Radiation Health and Safety (RHS)); and
- h. Salary statistics comparing DANB certificant salaries in each state with the average salary of a non-DANB Certified Assistant.

DANB's Board of Directors established the following price structure for this publication:

DANB Certificant Rate (CDAs, COAs, CDPMAs, COMSAs)	\$40
Affiliated Professional Rate ( <i>Non-DANB Certified Assistant, state regulatory bodies, educators, employers, other dental professionals</i> )	\$65
Commercial Rate	\$85

Annual updates to this publication will be available to those who wish to reorder in subsequent years at the following rates:

DANB Certificant Rate (CDAs, COAs, CDPMAs, COMSAs)	\$30
Affiliated Professional Rate ( <i>Non-DANB Certified Assistant, state regulatory bodies, educators, employers, other dental professionals</i> )	\$55
Commercial Rate	\$75

An order form follows this report.

### 3. Planned Expansion of DANB Phone System

From September 1, 2002 through August 31, 2003 (DANB's fiscal year), 112,218 phone calls were placed to DANB staff (an average of 9,352 per month); 720 additional calls were attempted, but DANB's phone system was unable to handle this volume (an average of 60 incomplete calls per month). Therefore, in order to increase DANB telephone communications with stakeholders, effective November 2003, DANB will

- increase its telephone lines from 26 to 50,
- add direct dial numbers for key DANB staff (for easier direct access),
- add a second toll-free line (1-866-DIR-DANB (1-866-347-3262) to the current toll free line (1-800-FOR-DANB (1-800-367-3262)) for program directors, state dental boards, and other key stakeholder groups (again for easier direct access), and
- add call center software to better manage DANB's incoming calls and staff workload.

The direct dial phone numbers for key DANB staff members will be published in the Winter 2003 issue of *Certified Press*.

### 4. Assess modest shipping and handling charges to individuals who request shipment of DANB materials (such as highlighters, pens, post-it notes, tote bags, t-shirts, folders, etc.), at a level that covers mailing costs. DANB Exam Candidate Guides will continue to be shipped at no cost to the requestor.

DANB is bombarded with requests for DANB promotional materials for giveaway at dental conventions, start of the traditional school year, and Dental Assistant Recognition Week. DANB is happy to provide these items to its stakeholders as a way of promoting DANB Certification. However, as a non-profit organization supported primarily through exam and renewal fees, DANB must be cognizant of ensuring that the cost of its services can be recouped

so that these fees are not required to be increased to subsidize the cost of DANB giveaways. Shipping and handling fees for this service topped \$10,000 in fiscal year 2002-03.

Therefore, effective with the start of DANB's 2003-04 fiscal year (September 1, 2003), DANB will assess a \$15 handling fee (to cover the cost charged DANB by its warehousing agent) plus a shipping charge of \$25 to \$50, depending on the type of shipping service requested, the actual cost to ship, and the quantity of materials. Specialty giveaways such as DANB t-shirts and DANB Certified Assistant Padfolios will incur a surcharge of \$10 to \$20 to cover the cost of these certificant premiums.

In addition, all DANB promotion shipments will be accompanied by DANB signage ("these items provided compliments of DANB") and an instruction page, to guide DANB supporters in the appropriate distribution of such items.

### Candidate Issues

#### **5. Update on DANB's Application to the American Council on Education**

The American Council on Education (ACE) provides the College Credit Recommendation Service, which evaluates various noncampus courses and examinations, and recommends levels of college credit for those courses and examinations that meet ACE's criteria. This service assists adult learners in gaining easier access to college degrees by providing credit for non-college life experience and accomplishments.

In Spring 2004, DANB's Executive Director and psychometric staff and consultants will complete the ACE application to obtain college credit for DANB's Radiation Health and Safety (RHS), Infection Control (ICE) and General Chairside (GC) examinations, and will travel to the ACE offices in Washington, DC to defend these applications. ACE will then provide its assessment of college credits awarded for DANB examinations.

#### **6. DANB Outreach to Dental Assistants in the U.S. Armed Services**

The DANB Board agreed that graduates of certain military dental assisting programs meet current CDA/GC Pilot Pathway IV criteria and will be allowed to take the CDA examination and GC component examination until the December 31, 2003 conclusion of this study. In addition, the dental assisting program at Shepard Air Force is accredited by the ADA's Commission on Dental Accreditation, so its graduates qualify to take the CDA or GC examinations under Pathway I.

Various individuals in the U.S. Armed Services, particularly those in the Army, have requested that DANB consider discounting DANB examination fees for military candidates. DANB is a non-profit organization whose revenues are generated almost solely from examination and renewal fees. DANB assesses these fees at a level that covers direct and indirect costs, plus a small margin to build reserve funds. After reviewing a current cost accounting analysis that assessed the specific costs associated with developing, administering and scoring DANB's national examinations, DANB's Board voted to eliminate the reserve margin portion of DANB national exam fees for active duty military candidates who provide proof of this status in the form of a letter on U.S. military letterhead. Effective immediately, DANB national examination fees for active duty military dental assistants are as follows:

Certified Dental Assistant (CDA) examination	\$200	(non-military rate = \$225)
Certified Orthodontic Assistant (COA) examination	\$200	(non-military rate = \$225)
Certified Dental Practice Management Administrator – 1 (for dental assistants who are already CDAs)	\$100	(non-military rate = \$120)
Certified Dental Practice Management Administrator – 2 (for dental assistants who are not current CDAs)	\$200	(non-military rate = \$225)
General Chairside (GC) component of the CDA	\$125	(non-military rate = \$130)
Radiation Health and Safety (RHS) component of the CDA	\$115	(non-military rate = \$120)
Infection Control (ICE) component of the CDA	\$115	(non-military rate = \$120)

## 7. Consider Adding a CDPMA Examination Eligibility Pathway for Current Students in CDPMA Programs

DANB staff received a request from a program director at a dental assisting program accredited by the ADA's Commission on Dental Accreditation who is developing a course for dental practice management administrators. Currently, eligibility pathways for DANB's Certified Dental Practice Management Administrator (CDPMA) examination do not allow current students to sit for this examination. (In contrast, current CDA and COA exam eligibility pathways allow students enrolled in ADA-accredited dental assisting programs who are interested in taking the CDA or COA examinations to test.)

DANB's Board directed staff to conduct research before it will consider proposing the addition of an eligibility pathway for the CDPMA examination:

1. How many ADA-accredited dental assisting programs currently offer extensive coursework/programs in dental practice management?
2. If these programs are offered, how long are they and what does the curriculum cover?
3. Are these programs housed within the ADA-accredited dental assisting program, or are they independent of the program?
4. Would existing ADA-accredited dental assisting programs consider initiating more extensive training in dental practice management if CDPMA exam eligibility pathways were expanded to accept current students?

Once DANB collects this information, if the Board will consider adding a CDPMA examination eligibility pathway, it will first ask the ADA Council on Dental Education and Licensure to review and approve it under ADA's *Criteria for Approval of a National Dental Assistant Certification Board*.

## 8. Update on CDA/GC Examination Eligibility Pilot Pathway IV

At its August 2001 meeting, DANB's Board directed the Executive Director to create a pilot pathway (pathway IV) for graduates of DANB-accepted dental assisting vocational technical schools. Requirements for Pathway IV include:

- High school graduation or equivalent **AND**
- Graduation or completion of a DANB-accepted vocational-technical dental assisting program **AND**
- Minimum of six months full-time work experience (at least 600 hours accumulated over a 6 month period) as a dental assistant verified by dentist-employer **AND**
- Cardiopulmonary Resuscitation (CPR) earned within two years prior to the examination date for which the application is being made.

### Data

At the August 2003 meeting, DANB's Board reviewed CDA/GC Pilot Pathway IV data from candidates who tested between 1/1/02 to 8/5/03. **(To increase the usefulness to DANB's communities of interest of this Report of Major DANB Board Actions, we will extend this reporting time frame to include candidates who tested between 1/1/02 and 10/7/03.)** During this extended period, a total of 760 candidates tested under CDA/GC Pilot Pathway IV. The breakdown of exams and results are in the table on the next page.

Exam	# Pass	# Fail	Total N (pathway IV)	% Passing – P*	% Passing–T*	Total N 2001
CDA	39	16	55	71%	80%	1704
CDA – GC	40	15	55	73%	85%	1704
CDA – ICE	47	8	55	85%	90%	1704
CDA – RHS	45	10	55	82%	90%	1704
GC	45	17	62	73%	87%	981
ICE	70	6	76	92%	91%	1327
RHS	460	107	567	81%	83%	4061

*% Passing – P\** = pilot pathway only

*% Passing – T\** = overall pass rate for pathways I – III, 2001 data

*Total N 2001* = number of candidates from pathways I – III yielding these pass rates in 2001

Currently the number of CDA/GC Pilot Pathway IV candidates is of an insufficient sample size to provide results that can be meaningfully compared.

DANB will continue to collect these data for CDA and GC examination applications postmarked through December 31, 2003 (the published end-date of the two year pilot study). After that point, DANB's CDA/GC Pilot Pathway IV study will conclude. (Candidates who apply toward the end of the study date will be allowed to test in 2004 via Pilot Pathway IV if their 60-day eligibility window falls in 2004.) If at least 100 candidates have taken the CDA examination and each DANB examination component (GC, RHS, and ICE) under Pilot Pathway IV, DANB staff will apply appropriate statistical analysis to compare the performance of candidates applying through existing examination eligibility pathways (I through III) to performance of candidates that met Pilot Pathway IV eligibility criteria. DANB's Board will review this report at its Winter 2004 meeting, to be held February 6-8, 2004. DANB's Board will then determine whether the data support discontinuation of CDA/GC Pilot Pathway IV as an eligibility pathway for the CDA and GC examinations.

(Since some military dental assisting programs have recently qualified under CDA/GC Pilot Pathway IV, DANB staff will evaluate these data in aggregate, as well as separate out the military candidate test results. Evaluating military candidate data both in aggregate and separately will allow DANB to avoid the potential for confounding of group performance comparisons.)

## **9. Reminder to Communities of Interest Regarding DANB's Planned Move to Computerized Adaptive Testing (CAT) in 2004**

At its August 2002 meeting, the DANB Board approved the conversion of its national examination programs to Computerized Adaptive Testing (CAT) effective with examinations administered in January 2004. CAT is a state-of-the-art; efficient type of testing used by many national certification agencies, among them the National Council of State Boards of Nursing and the American Society of Clinical Pathologists.

CAT provides a more precise measure of a candidate's ability, surpassing group-based measures of examination reliability. Using CAT methodology, each candidate receives an examination unique to him or her, tailored to the individual's ability. The computer adapts the exam, item by item, based on the level of knowledge the candidate is demonstrating as she or he works through the exam. Besides more precisely measuring a candidate's ability, this format provides greater exam security because individual items are exposed to fewer candidates throughout the year. Easy items are not 'wasted' on candidates with high ability, while difficult items are not given to those with low ability.

Because CAT is accomplished within the network of the computerized system, the 'adaptive' process is completely invisible to the candidate. The DANB examinations will still be based on the same content outlines and percentage of content area coverage as they are now. They will also be the same length with the same amount of time allotted to complete the exam. Standard setting under CAT will also remain the same as when DANB exams were not

adaptive. The minimum passing point, calculated using the Objective Standard Setting method of Rasch measurement, will be the same for all candidates challenging a given DANB examination. The minimum passing point is considered the level that demonstrates minimal competency or mastery of the body of dental assisting knowledge evaluated on the exam. In order to pass a DANB exam, a candidate must answer enough difficult questions correctly to achieve a score at or above the level that is predetermined and reviewed each year by the DANB Exam Committees.

DANB will continue to offer its national examinations in written form. By definition, written forms of an examination are static. Therefore, CAT is not possible with written exams. DANB written exams will still benefit from conversion to CAT because the written exams will be constructed with items drawn from the newly expanded items pool. And because the items are calibrated for difficulty to accommodate for CAT, the structure of the written exams will be built using a more precise system of measurement. With the minimum passing score equated to the same level for both the written and computerized tests, improvements afforded to DANB exams due to CAT will be echoed throughout the entire DANB exam system.

### **Certificant Issues**

#### **10. Renewal Certificates Return!**

Due to numerous requests, DANB's Board of Directors voted to return to printing and distributing annual 8 ½ " x 11" renewal certificates as of January 1, 2004 in place of renewal seals to apply to prior certificates.

#### **11. Changes to DANB Renewal Fee Structure, Effective January 2004**

DANB is a nonprofit organization with revenues drawn primarily from examination and renewal fees. The Board's fiduciary responsibility requires that it assess such fees at a level that covers costs and builds financial reserves to fund future initiatives and support the organization in times of economic downturn.

For the first time in four years, a proposal to increase renewal fees was evaluated and approved. Beginning with DANB certificants due to renew their certification in January 2004, annual fees to renew a single DANB credential (CDA, COA, CDPMA or COMSA) will increase \$5, from \$40 to \$45.

In addition, a \$10 late fee will apply to all DANB certificants who choose to pay their renewal fee after their renewal date, any time during the three-month grace period provided by DANB. (This three-month grace period is established to allow additional time for Certificants to obtain their 12 hours of required annual continuing dental education.)

DANB renewal fees pay for the processing of the certificant's recertification, including conducting quality control verification, and printing and mailing of certificates, DANB Recertification Guidelines, and related information. Fees also go toward defraying some of the costs associated with DANB's phone system (where DANB averages approximately 10,000 calls each month), the development, publication and mailing of DANB's quarterly *Certified Press* newsletter, salary and other stakeholder surveys, update and maintenance of DANB's website ([www.danb.org](http://www.danb.org)), and DANB participation at national and regional dental conferences and legislative advocacy meetings. In addition, DANB holds an active membership in the National Organization for Competency Assurance (on whose Board of Directors DANB's Executive Director Cynthia Durley serves) and DANB's national examination programs are accredited by the National Commission for Certifying Agencies (currently Chaired by Ms. Durley). DANB renewal fees help DANB to work to elevate the DANB Certifications and the dental assisting profession on a statewide and national basis!

#### **12. DANB Recertification Policy Updates**

Effective with the 2004 DANB Recertification Guidelines, courses related to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) will be added to the list of examples of acceptable non-clinical coursework.

DANB's Board also adopted a formal policy against the establishment of an 'inactive status' for DANB Certificants:

*DANB does not advocate inactive status for DANB Certificants. DANB will not compromise its accreditation with the National Commission for Certifying Agencies, as the establishment of an inactive status is in conflict with NCCA Standard 20 ("The (NCCA-accredited) certification program must demonstrate that its recertification requirements measure or enhance the continued competence of Certificants.") and Essential Element A of this Standard ("If the purpose (of periodic recertification) is to enhance continued competence of Certificants, then the certification program must demonstrate how the policy contributes to the professional development of the individual Certificant."). An 'inactive status' does not enhance the continued competence of Certificants and does not contribute to a Certificant's professional development. Instead, 'inactive status' would devalue DANB Certification for the Certificant and communities of interest.*

### **13. DANB Trademark Update**

DANB now has registered DANB, DENTAL ASSISTING NATIONAL BOARD, MEASURING DENTAL ASSISTING EXCELLENCE, DANB's logo, and its jewelry design as trademarks and CDA, COA, COMSA, CDPMA, RHS, and ICE as certification marks with the U.S. Trademark and Patent Office. Use of these marks is strictly prohibited unless express written permission is granted by DANB.

### **14. Fee Reduction for Certificants who use PDEP to Renew**

In 2001, DANB initiated a self-assessment examination, the Professional Development Examination Program (PDEP) for DANB certificants who wish to use this examination to renew their certification, as well as for those dental assistants who were once DANB Certificants, but who allowed their certification to lapse anywhere from four to thirty months.

At its August meeting, the DANB Board of Directors approved a reduction in the price of PDEP for current Certificants from \$130 to \$65. The price of \$130 will remain for individuals who allowed their DANB Certification to lapse within the approved timeframe (reinstatement requirements include a payment of \$65 for PDEP plus a \$65 reinstatement fee, in addition to payment of past due renewal fees and provision of proof of continuing dental education attendance for the period during which the Certification lapsed).

DANB will offer a complimentary PDEP module (current PDEP modules cover General Chairside Assisting and Infection Control) to all Certificants who paid \$130 to renew their Certification through PDEP, before this price reduction was initiated.

### **15. Other Recertification Initiatives**

DANB's Board of Directors directed the Executive Director to investigate the following potential Certificant services in 2004:

- survey Certificants to determine interest in having DANB review and maintain records of Certificants' annual continuing dental education requirements, for a fee;
- develop an online continuing dental education recording system as a stakeholder service.

### **16. Update on ADA/DANB Survey to Rank and Define Core Dental Assisting Competencies – Phases I and II**

DANB's Board reviewed the materials presented at the July 17, 2003 ADA/DANB Forum, focusing on the work of the American Dental Assistants Association (ADAA)/DANB Ad Hoc Committee to Enhance the Dental Assisting Profession.

DANB's Board of Directors and ADAA's Board of Trustees encourages the ADA's Dental Assisting Review Committee (DARC) and the American Dental Education Association (ADEA) to participate in this research process by inviting representatives of these organizations to attend upcoming meetings of the ADAA/DANB Ad Hoc Committee to Enhance the Dental Assisting Profession.

Ultimately, the DANB Board of Directors and the ADAA Board of Trustees support the development of a 'white paper' (*position paper*) defining core competencies for dental assistants, involving as many communities of interest in the dental and dental assisting arenas as express a desire to participate and to receive this information.

The next step in this research will be to conduct Phase III of this study by surveying dentists, making the descriptions of levels of dental assisting generic, and including an open-ended question to gather any core competency tasks that may have been omitted from the original survey design. This modified survey will be distributed to dentists in November 2003. If cost-feasible, the modified survey will be sent to Phase I (CDAs and ADA-accredited dental assisting program directors) and II (non-DANB Certified assistants) participants to increase data comparability.

In addition, DANB and ADAA hope to work with ADA's Dental Assisting Review Committee and/or Commission on Dental Accreditation to link results of Phases I, II, and III to Core Curricula Requirements of ADA-accredited dental assisting programs.

The next meeting of the ADAA/DANB Ad Hoc Committee to Enhance the Dental Assisting Profession will be held in Chicago on February 19, 2004.

### **DANB Board of Directors-Specific Initiatives**

#### **17. A New Committee of the DANB Board of Directors: Strategic Planning/Marketing**

The entire DANB Board of Directors had been conducting strategic planning and reviewing DANB's marketing plan. However, as DANB continues to grow and to expand as a resource for dental assisting issues, DANB's Board determined that management of this growth and marketing of DANB's mission would be accomplished more manageably within a committee structure. DANB's Strategic Planning/Marketing Committee is composed of a minimum of three current DANB Board members and two consultants to the Board (either former Board members or consultants with specific areas of expertise). This Committee will meet at least once annually and is chaired by the Vice Chair of DANB's Board of Directors and staffed by DANB's Executive Director and Director, Marketing and Communications.

#### **18. Approved Changes to DANB Bylaws**

Following distribution to communities of interest for comment (none received), the DANB Board approved the following changes to its Bylaws that address 1) a timeframe within which a representative organization should provide a slate of candidates for consideration by the DANB Board of Directors (Article IV, new Section 3.J.) and 2) mid-term vacancies on DANB's Board of Directors (Article IV, Section 7). In addition, the Board approved a modification to Article IV, Section 4.B Election and Terms of Office, which clarifies whether or not a former DANB Board Director can return to serve more than two full three-year terms, if that former Director were elected to fill a mid-term vacancy on the DANB Board. A copy of DANB's current Bylaws, with these approved changes highlighted in strikethrough and boldface, is attached.

#### **19. Election of Director to the DANB Board – ADAA Dental Assisting Educator Representative**

Kathleen Brown, CDA, RDA, BES, the American Dental Assistants Association (ADAA) dental assisting educator representative to the DANB Board, resigned her position on the Board, effective at the close of the Winter 2003 meeting. Kathy's position on the DANB Board was due to expire at the close of the August 2004 Annual Meeting of DANB's Board of Directors.



The DANB Board received a slate of two dental assistant nominees, both of whom met the criterion of holding a dental assisting educator position at dental assisting programs accredited by the American Dental Association's Commission on Dental Accreditation. The DANB Board held a meeting by conference call on June 23, 2003. DANB elected Brenda Fell, CDA, CDPMA to fill this vacancy. Ms. Fell is currently employed as a Dental Assistant Program Advisor for Ogden-Weber Applied Technology Center in Ogden, Oregon, and serves as Director of the American Dental Assistants Association Foundation. She is active in organized dental assisting at the state level as well. According to DANB Bylaws, Ms. Fell is also eligible to complete two additional three-year terms on the DANB Board of Directors.

## **20. Election of Director to the DANB Board – American Association of Dental Examiners Representative**

Lea Erickson, DDS, MSPH, American Association of Dental Examiners (AADE) representative to the DANB Board concluded her second three-year term at the close of the August 2003 meeting.

The DANB Board received a slate of two candidates from the AADE Executive Council, and held an election by conference call on June 23, 2003. DANB's Board elected Paul Stubbs, DDS to fill this vacancy. Dr. Stubbs currently works in private practice as a general dentist in Georgetown, Texas, where all of his dental assistants are DANB-Certified! In addition to his service for AADE, Dr. Stubbs is an active member of the ADA, and is active in organized dentistry on the state and local levels as well. Dr. Stubbs is eligible to complete two three-year terms on the DANB Board of Directors.

## **21. Election of Officers of the DANB Board Of Directors for FY 2003-04**

The DANB Board of Directors elected the current Board officers for FY 2003-04: Esther Scherb, DMD, JD, Chair; Judith Andrews, CDA, RDA, Vice Chair; Carla Schneider, CDA, RDA, Secretary.

## **21. Dates of Upcoming DANB Board Meetings**

The DANB Board of Directors will hold its Winter Meeting on February 6-8, 2004, and its Annual Meeting August 20-22, 2004.

### ***Submitted By***

*Carla Schneider, CDA, RDA  
Secretary, DANB Board of Directors*

October 27, 2003

### Distribution List

American Dental Association (*Judy Nix and Diane Boehm, Council on Dental Education and Licensure; Karen Hart and Sherin Tooks, Commission on Dental Accreditation*)  
American Dental Assistants Association (*Larry Sepin, Executive Director; Kay Mosley, President*)  
American Association of Dental Examiners (*Molly Nadler, Executive Director*)  
American Dental Education Association (*N. Karl Haden Associate Executive Director*)  
Academy of General Dentistry (*Harold E. Donnell, Executive Director*)  
American Association of Orthodontists (*Thomas Watters, Executive Director*)  
Executive Directors or Administrators, State Boards of Dentistry