



# 2017 Allowable and Prohibited Duties for Dental Assistants: 5S and IS



## How to Use the Following Charts

- View which job designations are used in your state.
- Be sure to follow the legal requirements to perform dental radiographic procedures.
- See which tasks are not permitted by state law.
- Review all the allowable tasks for each level of dental assisting as published in the state practice act.

View the education/training/credential required for each level of dental assisting.



| Arizona   |  |  |   |
|---|--|--|---|
| <p><b>Education/Training/Credential Required</b></p> <p>To perform specified restorative functions in Arizona under the supervision of a licensed dentist, a dental assistant must hold an Arizona Expanded Function or Restorative Certificate. To qualify, one must:</p> <ul style="list-style-type: none"> <li>Pass the Arizona Council on Dental Practice (ACDP) Restorative Proficiency Certificate (see requirements to dental assisting).</li> <li>Successfully complete an EFDA training course approved by the Arizona State Board of Dental Examiners (ASBDE) or a Commission on Dental Accreditation (CODA)-accredited program.</li> <li>AND DANB's AMP, TMP and TAMP.</li> <li>AND the supervision of a licensed dentist, perform restorative procedures equivalent to the ASBDE, unless stated otherwise in the restorative certificate. Following the preparation of the tooth by a licensed dentist, one must document these procedures on a Licensed Dental Employment Form.</li> <li>AND the DANB for the Arizona Restorative Certificate.</li> </ul> <p>To perform coronal polishing procedures in Arizona under the general supervision of a licensed dentist, a dental assistant must hold the Arizona Coronal Polishing Certificate.</p> <p>To qualify, one must:</p> <ul style="list-style-type: none"> <li>Pass the Dental Council of Public Health (DCPH) exam for the Coronal Polishing Certificate.</li> <li>AND the Arizona Coronal Polishing Certificate (ASBDE) or a Commission on Dental Accreditation (CODA)-accredited program.</li> <li>AND the supervision of a licensed dentist, perform coronal polishing procedures on a Licensed Dental Employment Form.</li> </ul> <p>There are no education/training requirements for this level of dental assisting.</p> | <p><b>Job Title Assigned by State (A-Z)</b></p> <p>Expanded Function Dental Assistant (EFDA)</p> <p>Restorative Dental Assistant (RDA)</p> <p>Coronal Polishing Assistant (CPA)</p> <p>Dental Assistant (DA)</p> <p>Chief Dental Assistant (CDA)</p> | <p><b>Proposed Restorative Job Titles</b></p> <p>Restorative Dental Assistant</p> <p>Expanded Function Dental Assistant</p> <p>Restorative Dental Assistant</p> <p>Coronal Polishing Assistant</p> <p>Dental Assistant</p> <p>Chief Dental Assistant</p> | <p><b>Radiography Requirements</b></p> <p>In order to legally operate dental x-ray equipment and perform dental radiographic procedures in Arizona, a dental assistant must have a current restorative certificate in radiology.</p> <p>To obtain a certificate, one must:</p> <ul style="list-style-type: none"> <li>Pass the national DANB Radiation Safety and Safety (RHS) exam.</li> <li>AND the Arizona Restorative Proficiency Certificate, issued by the ASBDE.</li> <li>AND be currently certified in another U.S. state with a Restorative Proficiency Certificate, issued by the ASBDE.</li> </ul> <p>AND the supervision of a licensed dentist, use the Arizona Coronal Polishing Certificate, unless the ASBDE/Restorative Proficiency Certificate, issued by the ASBDE.</p> <p>AND the supervision of a licensed dentist, use the Arizona Restorative Proficiency Certificate, unless the ASBDE/Restorative Proficiency Certificate, issued by the ASBDE.</p> <p>AND the supervision of a licensed dentist, use the Arizona Restorative Proficiency Certificate, unless the ASBDE/Restorative Proficiency Certificate, issued by the ASBDE.</p> <p>AND the supervision of a licensed dentist, use the Arizona Restorative Proficiency Certificate, unless the ASBDE/Restorative Proficiency Certificate, issued by the ASBDE.</p> |

Compare your state's job designations to those used as standardized job titles in the DANB/ADAA Core Competencies Study.

| Arizona   |   |
|---|---|
| <p><b>Job Title Assigned by State (A-Z)</b></p> <p>Expanded Function Dental Assistant (EFDA)</p> <p>Dental Assistant (DA)</p> <p>Chief Dental Assistant (CDA)</p> | <p><b>Allowable Functions</b></p> <p>If functions with numbers relate specifically to Core Competency designations, functions with letters are in the state's practice act but are not specific matches to DANB research.</p> <p><b>Under General Supervision*</b></p> <ul style="list-style-type: none"> <li>15. Apply fluoride varnish</li> <li>40. Apply sealants</li> <li>* Place interim restorations</li> <li>* Consultation under the direction of a licensed dentist following a consultation conducted through telehealth.</li> </ul> <p><b>Level of Supervision Not Specified</b></p> <ul style="list-style-type: none"> <li>12, 23, 51, 70. Perform placement, contouring and finishing of direct restorations or the placement and contouring of amalgamated crowns, bridges, inlays, veneers, or cast crowns by a licensed dentist. The restorative materials used shall be determined by the dentist.</li> </ul> <p><b>Under General Supervision*</b></p> <ul style="list-style-type: none"> <li>31. Perform coronal polishing procedures.</li> </ul> <p><b>Under Direct Supervision*</b></p> <ul style="list-style-type: none"> <li>13. Remove sutures</li> <li>23. Apply topical fluoride</li> <li>32. Apply dental cements and resin cements</li> <li>33. Apply restorative composites</li> <li>34. Apply restorative cements</li> <li>35. Apply restorative cements</li> <li>36. Apply restorative cements</li> <li>37. DO restorative and temporary cement</li> <li>38. Remove and replace restorations</li> <li>39. Remove and replace restorations</li> <li>40. Remove and replace restorations</li> <li>41. Remove and replace restorations</li> <li>42. Remove and replace restorations</li> <li>43. Remove and replace restorations</li> <li>44. Remove and replace restorations</li> <li>45. Remove and replace restorations</li> <li>46. Remove and replace restorations</li> <li>47. Remove and replace restorations</li> <li>48. Remove and replace restorations</li> <li>49. Remove and replace restorations</li> <li>50. Remove and replace restorations</li> <li>51. Remove and replace restorations</li> <li>52. Remove and replace restorations</li> <li>53. Remove and replace restorations</li> <li>54. Remove and replace restorations</li> <li>55. Remove and replace restorations</li> <li>56. Remove and replace restorations</li> <li>57. Remove and replace restorations</li> <li>58. Remove and replace restorations</li> <li>59. Remove and replace restorations</li> <li>60. Remove and replace restorations</li> <li>61. Remove and replace restorations</li> <li>62. Remove and replace restorations</li> <li>63. Remove and replace restorations</li> <li>64. Remove and replace restorations</li> <li>65. Remove and replace restorations</li> <li>66. Remove and replace restorations</li> <li>67. Remove and replace restorations</li> <li>68. Remove and replace restorations</li> <li>69. Remove and replace restorations</li> <li>70. Remove and replace restorations</li> <li>71. Remove and replace restorations</li> <li>72. Remove and replace restorations</li> <li>73. Remove and replace restorations</li> <li>74. Remove and replace restorations</li> <li>75. Remove and replace restorations</li> <li>76. Remove and replace restorations</li> <li>77. Remove and replace restorations</li> <li>78. Remove and replace restorations</li> <li>79. Remove and replace restorations</li> <li>80. Remove and replace restorations</li> <li>81. Remove and replace restorations</li> <li>82. Remove and replace restorations</li> <li>83. Remove and replace restorations</li> <li>84. Remove and replace restorations</li> <li>85. Remove and replace restorations</li> <li>86. Remove and replace restorations</li> <li>87. Remove and replace restorations</li> <li>88. Remove and replace restorations</li> <li>89. Remove and replace restorations</li> <li>90. Remove and replace restorations</li> <li>91. Remove and replace restorations</li> <li>92. Remove and replace restorations</li> <li>93. Remove and replace restorations</li> <li>94. Remove and replace restorations</li> <li>95. Remove and replace restorations</li> <li>96. Remove and replace restorations</li> <li>97. Remove and replace restorations</li> <li>98. Remove and replace restorations</li> <li>99. Remove and replace restorations</li> <li>100. Remove and replace restorations</li> </ul> <p><b>Under General Supervision*</b></p> <ul style="list-style-type: none"> <li>1. Control and record information pertaining to dental radiography procedures by making radiograph</li> <li>2. Collect and record information pertaining to existing dental</li> <li>3. Take or instruct patients in oral hygiene and preventive procedures, delivery concerning the patient's general dental care, and provide oral and dental hygiene instruction relative to specific office treatment</li> </ul> |

If your state's dental practice act specifically defines levels of supervision, the state-specific definition is noted below the chart. See Appendix B for more information about supervision.

The numbers next to each task correspond to the 70 numbered tasks that were identified and used in the DANB/ADAA Core Competencies Study. Tasks that are not numbered do not directly match one of the 70 tasks, yet are identified by the state in the practice act. A full list of those tasks follow your state's chart.

See Appendix A for more information about the task numbering system.

These data are presented for informational purposes only and are not intended as a legal opinion regarding dental practice in any state. DANB confers with each state's dental board at least annually regarding the accuracy and currency of this information. To verify, or if you have any questions, please contact your state's dental board.

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| Education/Training/<br>Credential Required   | Job Title<br>According to<br>State of CA                                    | Proposed<br>Standardized<br>National Job<br>Titles<br>(see below)   | Radiography<br>Requirements  | Functions NOT Permitted<br>by Dental Assistants in CA  |
|--|---|---|--|--|
| <p>To perform <b>expanded functions</b> under the direct supervision of a licensed dentist in California, a dental assistant must be licensed as a <b>Registered Dental Assistant in Extended Functions (RDAEF)</b>. To register as an RDAEF, one must:</p> <ul style="list-style-type: none"> <li>Hold a valid license as an RDA (see below)<br/><b>OR</b><br/>Successfully complete the requirements for licensure as an RDA</li> <li><b>AND</b><br/>Successfully complete a California Board-approved course for application of pit and fissure sealants</li> <li><b>AND</b><br/>Successfully complete a California Board-approved extended functions educational program</li> <li><b>AND</b><br/>Pass a written exam and a clinical or practical exam administered by the board</li> <li><b>AND</b><br/>Apply to the Dental Board of California for licensure as a Registered Dental Assistant in Extended Functions</li> </ul>  | <p>Registered Dental Assistant in Extended Functions (RDAEF)</p>            | <p>Expanded Functions Dental Assistant (EFDA)</p>   | <p>A dental assistant in the state of California <b>must</b> be state certified in radiography to legally operate dental x-ray equipment and perform dental radiographic procedures.</p> <p>To apply for state certification, a dental assistant must:</p> <ul style="list-style-type: none"> <li>Successfully complete a California Board-approved radiation safety course which includes theory and clinical application in radiographic technique<br/><b>OR</b><br/>Have passed a radiation exam conducted by the California Board prior to Jan. 1, 1985</li> <li><b>AND</b><br/>Submit a copy of the certificate of completion to the Dental Board of California</li> </ul>  | <p>The following functions are <b>not</b> permitted by a <b>dental assistant</b>, an <b>orthodontic assistant</b> or a <b>dental sedation assistant</b>:</p> <p>33, 70. Placing, finishing, or removing permanent restorations</p> <ul style="list-style-type: none"> <li>Diagnosis and comprehensive treatment planning</li> <li>Surgical or cutting procedures on hard or soft tissue including, but not limited to, the removal of teeth and the cutting and suturing of soft tissue</li> <li>Prescribing medication</li> <li>Starting or adjusting local or general anesthesia or oral or parenteral conscious sedation; except for the administration of nitrous oxide and oxygen, whether administered alone or in combination with each other and except as otherwise provided by law</li> <li>Supragingival and subgingival scaling</li> <li>Fitting and adjusting of correctional and prosthodontics appliances</li> <li>Irrigation and medication of canals, try-in cones, reaming, filing or filling of root canals</li> <li>Oral prophylaxis procedures</li> </ul> |
| <p>To be licensed as a <b>Registered Dental Assistant (RDA)</b> in the state of California, one must:</p> <ul style="list-style-type: none"> <li>Graduate from a California Board-approved RDA educational program<br/><b>OR</b><br/>Complete 15 months of work experience as a dental assistant</li> <li><b>AND</b><br/>Successfully complete California Board-approved courses in radiation safety and coronal polishing</li> <li><b>AND</b><br/>Successfully complete California Board-approved courses in the California Dental Practice Act and infection control within 5 years prior to application for licensure</li> <li><b>AND</b><br/>Successfully complete an AHA or ARC-approved course in Basic Life Support</li> <li><b>AND</b><br/>Pass a state written and practical exam</li> <li><b>AND</b><br/>Pass a state written exam in law and ethics</li> <li><b>AND</b><br/>Apply for licensure as a Registered Dental Assistant to the Dental Board of California</li> </ul> | <p>Registered Dental Assistant (RDA)</p>                                    | <p><i>Note: A new law, passed in the 2014 legislative session, authorizes RDAEFs with additional training to perform additional expanded functions. See p. 20 for more information.</i></p> | <p>The ADAA/DANB Alliance developed a listing of standardized job titles (left) based on its national Core Competencies Study conducted from 2002-2005.</p> <p>The same study utilized a list of 70 job functions which were determined to be representative of a broad range of dental assisting core competencies.</p> <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are numbered to the right, using language directly from this state's dental practice act. (The numbers correspond to the study's task numbering system.)</p> <p>Functions listed with bullets are part of this state's practice act but are not specific matches to DANB/ADAA research.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>These state templates reflect the work done by the ADAA/DANB Alliance to support a uniform national model for one set of dental assisting tasks, levels and requirements, which will serve as a viable career ladder for dental assistants.</p> </div> |  |
| <p>An <b>unlicensed dental assistant</b> in the state of California may perform basic supportive dental procedures under the supervision of a licensed dentist specified by the state dental practice act (see opposite page).</p> <p>The employer dentist must ensure that all unlicensed dental assistants maintain BLS certification, and that all unlicensed dental assistants in continuous employment for 120 days or more have proof of completing all of the following within a year from date of employment:</p> <ul style="list-style-type: none"> <li>A California Board-approved course in the California Dental Practice Act</li> <li><b>AND</b><br/>A California Board-approved course in infection control</li> <li><b>AND</b><br/>An AHA or ARC-approved course in Basic Life Support which includes hands-on simulated clinical scenarios</li> </ul>  | <p>Registered Dental Assistant (RDA)</p> <p>Unlicensed Dental Assistant</p> | <p>DANB Certified Dental Assistant (CDA) or Registered Dental Assistant (RDA)</p>   | <p>Dental Assistant</p> <p>Entry Level Dental Assistant</p>  |  |

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Job Title According to State of CA

## Allowable Functions

(Functions with numbers relate specifically to Core Competency designations; functions with bullets are in this state's practice act but are not specific matches to DANB research)

Registered Dental Assistant in Extended Functions (RDAEF)

### Under Direct Supervision\*

- 1, 2. Conduct preliminary evaluation of the patient's oral health, including, but not limited to, charting, intraoral and extraoral evaluation of soft tissue, classifying occlusion, and myofunctional evaluation
6. Cord retraction of gingivae for impression procedures
- 12, 33, 51. Place, contour, finish, and adjust all direct restorations
46. Take final impressions for permanent indirect restorations
46. Take final impressions for tooth-borne removable prosthesis
- Fit trial endodontic filling points
- Formulate indirect patterns for endodontic post and core castings
- Remove excess cement from subgingival tooth surfaces with hand instruments

- Perform oral health assessments in school-based, community health project settings
- Size and fit endodontic master points and accessory points.
- Cement endodontic master points and accessory points
- Polish and contour existing amalgam restorations
- Adjust and cement permanent indirect restorations

### Under Direct Supervision of a Registered Dental Hygienist (RDH) or RDH in Alternative Practice\*

- Perform oral health assessments in school-based, community health project settings
- All duties a registered dental assistant is allowed to perform under RDH/RDHAP supervision

### Under Direct or General Supervision\*

The supervising dentist is responsible for determining the level of supervision.

- All duties a registered dental assistant is allowed to perform

**Note:** A new law, passed in the 2014 legislative session, authorizes RDAEFs with additional training to perform additional expanded functions. See next page for more information.

**Note:** This state allows orthodontic assistant permit holders and sedation assistant permit holders to perform specified sets of orthodontic assisting functions and sedation assisting functions. Please see the separate charts for California orthodontic and sedation functions beginning on p. 22.

### Under Direct or General Supervision\*

The supervising licensed dentist is responsible for determining level of supervision.

- 1, 2. Mouth-mirror inspection of oral cavity, including charting of obvious lesions, existing restorations, and missing teeth
9. Coronal polishing
14. Dry endodontically treated canals with paper absorbent points
15. Place ligature ties and archwires
18. Apply topical fluoride, when operating in a school-based setting or government run public health program
34. Place bases, liners, and bonding agents
35. Place periodontal dressings
40. Apply pit and fissure sealants (board-approved course required)
- 47, 54, 55. Fabricate, adjust, cement, and remove indirect provisional restorations, including stainless steel crowns when used as a provisional restoration
49. Test pulp vitality and record findings

50. Place, adjust and finish direct provisional restorations
61. Remove excess cement from surfaces of teeth with a hand instrument
61. Remove excess cement with an ultrasonic scaler from supragingival surfaces of teeth undergoing orthodontic treatment (under direct supervision; board-approved course required)
63. Place post-extraction dressings after inspection of the surgical site by the supervising licensed dentist
- Remove orthodontic bands
- Apply bleaching agents and activate with non-laser light-curing device
- Use of automated caries detection devices and materials to gather information for diagnosis by the dentist
- Obtain intraoral images for computer-aided design (CAD), milled restorations

- Chemically prepare teeth for bonding
- Adjust dentures extraorally
- All duties a dental assistant is allowed to perform
- The allowable duties of an orthodontic assistant permit holder (see pp. 22-23 for requirements and duties)
- The allowable duties of a dental sedation assistant permit holder (see pp. 24-25 for requirements and duties)

### Under Direct Supervision of a Registered Dental Hygienist (RDH) or RDH in Alternative Practice\*

9. Coronal Polishing
18. Application of topical fluoride
40. Application of sealants (board-approved course required)

Registered Dental Assistant (RDA)

### Under Direct Supervision\*

13. Remove sutures after inspection of the site by the dentist
18. Apply topical fluoride
27. Place and remove rubber dams or other isolation devices
29. After adjustment by the dentist, examine and seat removable orthodontic appliances and deliver care instructions to the patient
42. Place orthodontic separators
44. Take intraoral impressions for all nonprosthodontic appliances
45. Place, wedge and remove matrices for restorative procedures
56. Apply non-aerosol and non-caustic topical agents
59. Assist in the administration of nitrous oxide when used for analgesia or sedation. A dental assistant shall not start the administration of the gases and shall not adjust the flow of the gases unless instructed to do

- so by the supervising licensed dentist who shall be present at the patient's chairside during the implementation of these instructions. This paragraph shall not be construed to prevent any person from taking appropriate action in the event of a medical emergency.
62. Remove periodontal dressings
  69. Remove post-extraction dressings after inspection of the surgical site by the supervising licensed dentist
  - Remove orthodontic separators
  - Remove arch wires
  - Remove ligature ties
  - Cure restorative or orthodontic materials in operative site with light-curing device
  - Examine orthodontic appliances
  - Take facebook transfers and bite registrations.
  - Perform measurements for the purposes of orthodontic treatment.

- Place patient monitoring sensors
- Monitor patient sedation, limited to reading and transmitting information from the monitor display during the intraoperative phase of surgery for electrocardiogram waveform, carbon dioxide and end tidal carbon dioxide concentrations, respiratory cycle data, continuous noninvasive blood pressure data, or pulse arterial oxygen saturation measurements, for the purpose of interpretation and evaluation by a supervising licensed dentist who shall be at the patient's chairside during this procedure.

### Under Direct Supervision of a Registered Dental Hygienist (RDH) in Alternative Practice\*

48. Intraoral retraction
48. Suctioning
- Any extraoral duty

Unlicensed Dental Assistant

### Under General Supervision\*

18. Apply topical fluoride, when operating in a school-based setting or government public health program
22. Operation of radiographic equipment (see "Radiography Requirements" on previous page)

- Perform intraoral and extraoral photography
- Extraoral duties or functions specified by the supervising dentist, provided that these duties are basic supportive procedures (technically elementary

characteristics, completely reversible, and are unlikely to cause potentially hazardous conditions for the patient)

**Continued**



**\*Direct Supervision:** Supervision of dental procedures based on instructions given by a licensed dentist, who must be physically present in the treatment facility during the performance of those procedures.  
**General Supervision:** Supervision of dental procedures based on instructions given by a licensed dentist but not requiring the physical presence of the supervising dentist during the performance of those procedures. All procedures shall be checked and approved by the supervising dentist prior to dismissal of the patient from the office of said dentist.  
**Direct Supervision by RDH or RDH in Alternative Practice:** Dental assistants may perform these duties while employed by or practicing in a licensed primary care clinic or specialty clinic, a primary care clinic exempt from licensure, or a contracted clinic owned and operated by a hospital.

# California

| Education/Training/<br>Credential Required  | Job Title<br>According to<br>State of CA  | Allowable Functions<br>(Functions with numbers relate specifically to Core Competency designations; functions with<br>bullets are in this state's practice act but are not specific matches to DANB research)   |
|---|---|---|
| <p>To perform the additional <b>expanded functions</b> listed to the right pursuant to the order, control, and full professional responsibility of a supervising dentist in California, a dental assistant must be licensed as a <b>Registered Dental Assistant in Extended Functions (RDAEF)</b> and must receive additional training in the functions.</p> <p>To register as an RDAEF, one must:</p> <ul style="list-style-type: none"> <li>■ Hold a valid license as an RDA <b>OR</b> Successfully complete the requirements for licensure as an RDA<br/>(See p. 18 for RDA licensure requirements)</li> <li>■ <b>AND</b> Successfully complete a California Board-approved course for application of pit and fissure sealants</li> <li>■ <b>AND</b> Successfully complete a California Board-approved extended functions educational program</li> <li>■ <b>AND</b> Pass a written exam and a clinical and practical exam administered by the board</li> <li>■ <b>AND</b> Apply to the Dental Board of California for licensure as a Registered Dental Assistant in Extended Functions</li> </ul> <p>To qualify to perform the additional functions listed to the right, one must:</p> <ul style="list-style-type: none"> <li>■ Complete a program that includes training in performing those functions</li> <li>■ <b>OR</b> Provide evidence, satisfactory to the Dental Board of California, of having completed a board-approved course in those functions</li> </ul> | <p>Registered Dental Assistant in Extended Functions (RDAEF) with additional training</p> | <p><b>Under Supervision*</b></p> <ul style="list-style-type: none"> <li>• Determine which radiographs to perform on a patient who has not received an initial examination by the supervising dentist for the specific purpose of the dentist making a diagnosis and treatment plan for the patient, following protocols established by the supervising dentist, in the following settings: <ul style="list-style-type: none"> <li>(A) In a dental office setting</li> <li>(B) In public health settings, using telehealth for the purpose of communication with the supervising dentist, including, but not limited to, schools, head start and preschool programs, and community clinics, under the <u>general supervision*</u> of a dentist</li> </ul> </li> <li>• Place protective restorations, identified as interim therapeutic restorations, and defined as a direct provisional restoration placed to stabilize the tooth until a licensed dentist diagnoses the need for further definitive treatment. An interim therapeutic restoration consists of the removal of soft material from the tooth using only hand instrumentation, without the use of rotary instrumentation, and subsequent placement of an adhesive restorative material. Local anesthesia shall not be necessary for interim therapeutic restoration placement. Interim therapeutic restorations shall be placed only in accordance with both of the following: <ul style="list-style-type: none"> <li>(A) In either of the following settings: <ul style="list-style-type: none"> <li>(i) In a dental office setting, under the <u>direct or general supervision*</u> of a dentist as determined by the dentist.</li> <li>(ii) In public health settings, using telehealth for the purpose of communication with the supervising dentist, including, but not limited to, schools, head start and preschool programs, and community clinics, under the <u>general supervision*</u> of a dentist.</li> </ul> </li> <li>(B) After the diagnosis, treatment plan, and instruction to perform the procedure provided by a dentist.</li> </ul> </li> </ul> |

\***Direct Supervision:** Supervision of dental procedures based on instructions given by a licensed dentist, who must be physically present in the treatment facility during the performance of those procedures.  
**General Supervision:** Supervision of dental procedures based on instructions given by a licensed dentist but not requiring the physical presence of the supervising dentist during the performance of those procedures. All procedures shall be checked and approved by the supervising dentist prior to dismissal of the patient from the office of said dentist.



| Education/Training/<br>Credential Required  | Job Title<br>According to<br>State of CA   | Proposed<br>Standardized<br>National Job<br>Titles<br>(see below)                           | Radiography<br>Requirements   | Functions NOT Permitted<br>by Dental Assistants in CA   |
|---|--|---|---|---|
| <p>A <b>Registered Dental Assistant in Extended Functions (RDAEF)</b> in the state of California may apply for an orthodontic assistant permit by completing the following:</p> <ul style="list-style-type: none"> <li>First be an RDAEF (see California RDAEF requirements on p. 18)</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete a California Board-approved orthodontic assistant course</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Pass a state written exam in orthodontic duties</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Apply to the Dental Board of California for an orthodontic assistant permit</li> </ul> <p><b>Note:</b> A registered dental assistant with an orthodontic assistant permit shall be referred to as an "RDAEF with orthodontic assistant permit," for reference purposes only. This does not create an additional category of licensure.</p>   | <p>Registered Dental Assistant in Extended Functions (RDAEF) with Orthodontic Assistant Permit</p> | <p>Expanded Functions Orthodontic Assistant (EFOA)</p>                                      | <p>A dental assistant in the state of California <b>must</b> be state certified in radiography to legally operate dental x-ray equipment and perform dental radiographic procedures.</p> <p>To apply for state certification, a dental assistant must:</p> <ul style="list-style-type: none"> <li>Successfully complete a California Board-approved radiation safety course which includes theory and clinical application in radiographic technique</li> </ul> <p><b>OR</b></p> <p>Have passed a radiation exam conducted by the California Board prior to Jan. 1, 1985</p> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Submit a copy of the certificate of completion to the Dental Board of California</li> </ul>   | <p>The following functions are <b>not</b> permitted by a <b>dental assistant</b>, an <b>orthodontic assistant</b> or a <b>dental sedation assistant</b>:</p> <p>33, 70. Placing, finishing or removing permanent restorations</p> <ul style="list-style-type: none"> <li>Diagnosis and comprehensive treatment planning</li> <li>Surgical or cutting procedures on hard or soft tissue including, but not limited to, the removal of teeth and the cutting and suturing of soft tissue</li> <li>Prescribing medication</li> <li>Starting or adjusting local or general anesthesia or oral or parenteral conscious sedation; except for the administration of nitrous oxide and oxygen, whether administered alone or in combination with each other and except as otherwise provided by law</li> <li>Fitting and adjusting of correctional and prosthodontics appliances</li> <li>Irrigation and medication of canals, try-in cones, reaming, filing or filling of root canals</li> <li>Oral prophylaxis procedures</li> <li>Supragingival and subgingival scaling</li> </ul> |
| <p>A <b>Registered Dental Assistant (RDA)</b> in the state of California may apply for an orthodontic assistant permit by completing the following:</p> <ul style="list-style-type: none"> <li>First be an RDA (see California RDA requirements on p. 18)</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete a California Board-approved orthodontic assistant course</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Pass a state written exam in orthodontic duties</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Apply to the Dental Board of California for an orthodontic assistant permit</li> </ul> <p><b>Note:</b> A registered dental assistant with an orthodontic assistant permit shall be referred to as an "RDA with orthodontic assistant permit," for reference purposes only. This does not create an additional category of licensure.</p>   | <p>Registered Dental Assistant (RDA) with Orthodontic Assistant Permit</p>                         | <p>DANB Certified Orthodontic Assistant (COA) or Registered Orthodontic Assistant (ROA)</p> | <p>The ADAA/DANB Alliance developed a listing of standardized job titles (left) based on its national Core Competencies Study conducted from 2002-2005.</p>  <p>The same study utilized a list of 70 job functions which were determined to be representative of a broad range of dental assisting core competencies.</p>  |   |
| <p>To hold an <b>Orthodontic Assistant permit</b> in the state of California, one must:</p> <ul style="list-style-type: none"> <li>Complete at least 12 months of work experience as a dental assistant</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete California Board-approved courses in the California Dental Practice Act and infection control</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete an AHA or ARC-approved course in Basic Life Support, or any other course approved by the California board as equivalent</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete a California Board-approved orthodontic assistant course (may begin after six months of work experience as a dental assistant)</li> </ul> <p><b>AND THEN</b></p> <ul style="list-style-type: none"> <li>Pass a state written exam in orthodontic duties</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Apply to the Dental Board of California for Orthodontic Assistant permit</li> </ul> | <p>Orthodontic Assistant</p>   | <p>Orthodontic Assistant</p> <p>Entry Level Orthodontic Assistant</p>                       | <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are numbered to the right, using language directly from this state's dental practice act. (The numbers correspond to the study's task numbering system.)</p>  <p>Functions listed with bullets are part of this state's practice act but are not specific matches to DANB/ADAA research.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>These state templates reflect the work done by the ADAA/DANB Alliance to support a uniform national model for one set of dental assisting tasks, levels and requirements, which will serve as a viable career ladder for dental assistants.</p> </div> |   |

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Job Title  
According to  
State of CA

Allowable Functions  
(Functions with numbers relate specifically to Core Competency designations;  
functions with bullets are in this state's practice act but are not specific matches to DANB research)

Registered  
Dental  
Assistant in  
Extended  
Functions  
(RDAEF)  
with  
Orthodontic  
Assistant  
Permit

**Under Direct Supervision\***

- All allowable duties of an RDAEF (see p. 19)
- All allowable duties of an Orthodontic Assistant permit holder

Registered  
Dental  
Assistant  
(RDA)  
with  
Orthodontic  
Assistant  
Permit

**Under Direct Supervision\***

- All allowable duties of an RDA (see p. 19)
- All allowable duties of an Orthodontic Assistant permit holder

Orthodontic  
Assistant



**Under Direct Supervision\***

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>15. Place and ligate archwires</li> <li>29. Prepare teeth for bonding, and select, preposition and cure orthodontic brackets after their position has been approved by the supervising licensed dentist</li> <li>29. Size, fit and cement orthodontic bands</li> <li>61. Remove excess cement with an ultrasonic scaler from supragingival surfaces of teeth undergoing orthodontic treatment</li> </ul> | <ul style="list-style-type: none"> <li>• Remove only orthodontic brackets and attachments with removal of the bonding material by the supervising licensed dentist</li> <li>• Remove orthodontic bands</li> <li>• All duties that a dental assistant is allowed to perform</li> </ul> |
|---|---|

\*Direct Supervision: Supervision of dental procedures based on instructions given by a licensed dentist, who must be physically present in the treatment facility during the performance of those procedures.

# California (Dental Sedation Assistant)

State-approved 3/2/2017

| Education/Training/<br>Credential Required   | Job Title<br>According to<br>State of CA   | Proposed<br>Standardized<br>National Job<br>Titles<br>(see below)   | Radiography<br>Requirements   | Functions NOT Permitted<br>by Dental Assistants in CA   |
|--|--|---|---|---|
| <p>A <b>Registered Dental Assistant in Extended Functions (RDAEF)</b> in the state of California may apply for a dental sedation assistant permit by completing the following:</p> <ul style="list-style-type: none"> <li>First be an RDAEF (see California RDAEF requirements on p. 18)</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete a California Board-approved dental sedation assistant course</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Pass a state written exam in dental sedation duties</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Apply to the Dental Board of California for a dental sedation assistant permit</li> </ul> <p><b>Note:</b> A registered dental assistant with a dental sedation permit shall be referred to as an "RDAEF with dental sedation assistant permit," for reference purposes only. This does not create an additional category of licensure.</p>   | <p>Registered Dental Assistant in Extended Functions (RDAEF) with Dental Sedation Permit</p> | <p>Expanded Functions Oral and Maxillofacial Surgery Assistant</p>  | <p>A dental assistant in the state of California <b>must</b> be state certified in radiography to legally operate dental x-ray equipment and perform dental radiographic procedures.</p> <p>To apply for state certification, a dental assistant must:</p> <ul style="list-style-type: none"> <li>Successfully complete a California Board-approved radiation safety course which includes theory and clinical application in radiographic technique</li> </ul> <p><b>OR</b></p> <p>Have passed a radiation exam conducted by the California Board prior to Jan. 1, 1985</p> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Submit a copy of the certificate of completion to the Dental Board of California</li> </ul>   | <p>The following functions are <b>not</b> permitted by a <b>dental assistant</b>, an <b>orthodontic assistant</b> or a <b>dental sedation assistant</b>:</p> <p>33, 70. Placing, finishing or removing permanent restorations</p> <ul style="list-style-type: none"> <li>Diagnosis and comprehensive treatment planning</li> <li>Surgical or cutting procedures on hard or soft tissue including, but not limited to, the removal of teeth and the cutting and suturing of soft tissue</li> <li>Prescribing medication</li> <li>Starting or adjusting local or general anesthesia or oral or parenteral conscious sedation; except for the administration of nitrous oxide and oxygen, whether administered alone or in combination with each other and except as otherwise provided by law</li> <li>Fitting and adjusting of correctional and prosthodontics appliances</li> <li>Irrigation and medication of canals, try-in cones, reaming, filing or filling of root canals</li> <li>Oral prophylaxis procedures</li> <li>Supragingival and subgingival scaling</li> </ul> |
| <p>A <b>Registered Dental Assistant (RDA)</b> in the state of California may apply for a dental sedation assistant permit by completing the following:</p> <ul style="list-style-type: none"> <li>First be an RDA (see California RDA requirements on p. 18)</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete a California Board-approved dental sedation assistant course</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Pass a state written exam in dental sedation duties</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Apply to the Dental Board of California for a dental sedation assistant permit</li> </ul> <p><b>Note:</b> A registered dental assistant with a dental sedation assistant permit shall be referred to as an "RDA with dental sedation assistant permit," for reference purposes only. This does not create an additional category of licensure.</p>   | <p>Registered Dental Assistant (RDA) with Dental Sedation Assistant Permit</p>               | <p>DANB Certified Oral and Maxillofacial Surgery Assistant (COMSA) or Registered Oral and Maxillofacial Surgery Assistant (ROMSA)</p> | <p>The ADAA/DANB Alliance developed a listing of standardized job titles (left) based on its national Core Competencies Study conducted from 2002-2005.</p>  <p>The same study utilized a list of 70 job functions which were determined to be representative of a broad range of dental assisting core competencies.</p>  |   |
| <p>To hold a <b>Dental Sedation Assistant permit</b> in the state of California, one must:</p> <ul style="list-style-type: none"> <li>Complete at least 12 months of work experience as a dental assistant</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete Board-approved courses in the California Dental Practice Act and infection control</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete an AHA or ARC-approved course in Basic Life Support</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Successfully complete a Board-approved dental sedation assistant course (may begin after six months of work experience as a dental assistant)</li> </ul> <p><b>AND THEN</b></p> <ul style="list-style-type: none"> <li>Pass a state written exam in dental sedation duties</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Apply for Dental Sedation Assistant permit to the Dental Board of California</li> </ul> | <p>Dental Sedation Assistant</p>   | <p>Oral and Maxillofacial Surgery Assistant</p> <p>Entry Level Oral and Maxillofacial Surgery Assistant</p>                           | <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are numbered to the right, using language directly from this state's dental practice act. (The numbers correspond to the study's task numbering system.)</p>  <p>Functions listed with bullets are part of this state's practice act but are not specific matches to DANB/ADAA research.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>These state templates reflect the work done by the ADAA/DANB Alliance to support a uniform national model for one set of dental assisting tasks, levels and requirements, which will serve as a viable career ladder for dental assistants.</p> </div> |   |

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# California (Dental Sedation Assistant)

State-approved 3/2/2017

Job Title  
According to  
State of CA

## Allowable Functions

(Functions with numbers relate specifically to Core Competency designations;  
functions with bullets are in this state's practice act but are not specific matches to DANB research)

Registered  
Dental  
Assistant in  
Extended  
Functions  
(RDAEF)  
with Dental  
Sedation  
Permit

### Under Direct Supervision\*

- All allowable duties of an RDAEF (see p. 19)
- All allowable duties of a Dental Sedation Assistant permit holder

Registered  
Dental  
Assistant  
(RDA)  
with  
Dental  
Sedation  
Assistant  
Permit

### Under Direct Supervision\*

- All allowable duties of an RDA (see p. 19)
- All allowable duties of a Dental Sedation Assistant permit holder

Dental  
Sedation  
Assistant

### Under Direct Supervision\*

- |   |   |   |
|---|---|---|
| <ul style="list-style-type: none"> <li>• All duties that a dental assistant is allowed to perform</li> <li>• Monitor patients undergoing conscious sedation or general anesthesia utilizing data from noninvasive instrumentation such as pulse oximeters, electrocardiograms, capnography, blood pressure, pulse and respiration rate monitoring devices. Evaluation of the condition of a sedated patient shall remain the responsibility of the dentist or other licensed healthcare professional</li> </ul> | <ul style="list-style-type: none"> <li>• authorized to administer conscious sedation or general anesthesia, who shall be at the patient's chairside while conscious sedation or general anesthesia is being administered.</li> <li>• Drug identification and draw, limited to identification of appropriate medications, ampule and vial preparation, and withdrawing drugs of correct amount as verified by the supervising licensed dentist</li> <li>• Add drugs, medications and fluids to intravenous lines using a syringe,</li> </ul> | <ul style="list-style-type: none"> <li>• provided that a supervising licensed dentist is present at the patient's chairside, limited to determining patency of intravenous line, selection of injection port, syringe insertion into injection port, occlusion of intravenous line and blood aspiration, line release and injection of drugs for appropriate time interval (except the initial dose of a drug or medication shall be administered by the supervising licensed dentist)</li> <li>• Removal of intravenous lines</li> </ul> |
|---|---|---|

\*Direct Supervision: Supervision of dental procedures based on instructions given by a licensed dentist, who must be physically present in the treatment facility during the performance of those procedures.



# Appendix A: Numbering System for Dental Assisting Functions

*The following list of 70 dental assisting tasks was developed by the ADAA/DANB Alliance as part of a study of dental assisting core competencies conducted between 2002 and 2005. These selected tasks were determined to be representative of a broad range of dental assisting core competencies.*

The **numbered functions** listed in the preceding state charts correspond to functions that were included in the DANB/ADAA core competencies study and use language directly from the state's dental practice act. The numbers are provided to facilitate comparison between and among states. Functions listed with **bullets** in the preceding charts are part of the state's practice act but are not specific matches to the functions that were included in the 2002-2005 study.

1. Perform mouth mirror inspection of the oral cavity
2. Chart existing restorations or conditions
3. Phone in prescriptions at the direction of the dentist
4. Receive and prepare patients for treatment, including seating, positioning chair, and placing napkin
5. Complete laboratory authorization forms
6. Place and remove retraction cord
7. Perform routine maintenance of dental equipment
8. Monitor and respond to post-surgical bleeding
9. Perform coronal polishing procedures
10. Apply effective communication techniques with a variety of patients
11. Transfer dental instruments
12. Place amalgam for condensation by the dentist
13. Remove sutures
14. Dry canals
15. Tie in archwires
16. Demonstrate knowledge of ethics/jurisprudence/patient confidentiality
17. Identify features of rotary instruments
18. Apply topical fluoride
19. Select and manipulate gypsums and waxes
20. Perform supragingival scaling
21. Mix dental materials
22. Expose radiographs
23. Evaluate radiographs for diagnostic quality
24. Provide patient preventive education and oral hygiene instruction
25. Perform sterilization and disinfection procedures
26. Provide pre- and post-operative instructions
27. Place and remove dental dam
28. Pour, trim, and evaluate the quality of diagnostic casts
29. Size and place orthodontic bands and brackets
30. Using the concepts of four-handed dentistry, assist with basic restorative procedures, including prosthodontics and restorative dentistry
31. Identify intraoral anatomy
32. Demonstrate understanding of the OSHA Hazard Communication Standard
33. Place, cure and finish composite resin restorations
34. Place liners and bases
35. Place periodontal dressings
36. Demonstrate understanding of the OSHA Bloodborne Pathogens Standard
37. Take and record vital signs
38. Monitor vital signs
39. Clean and polish removable appliances and prostheses
40. Apply pit and fissure sealants
41. Prepare procedural trays/armamentaria set-ups
42. Place orthodontic separators
43. Size and fit stainless steel crowns
44. Take preliminary impressions
45. Place and remove matrix bands
46. Take final impressions
47. Fabricate and place temporary crowns
48. Maintain field of operation during dental procedures through the use of retraction, suction, irrigation, drying, placing and removing cotton rolls, etc.
49. Perform vitality tests
50. Place temporary fillings
51. Carve amalgams
52. Process dental radiographs
53. Mount and label dental radiographs
54. Remove temporary crowns and cements
55. Remove temporary fillings
56. Apply topical anesthetic to the injection site
57. Demonstrate understanding of the Centers for Disease Control and Prevention Guidelines
58. Using the concepts of four-handed dentistry, assist with basic intraoral surgical procedures, including extractions, periodontics, endodontics, and implants
59. Monitor nitrous oxide/oxygen analgesia
60. Maintain emergency kit
61. Remove permanent cement from supragingival surfaces
62. Remove periodontal dressings
63. Place post-extraction dressings
64. Fabricate custom trays, to include impression and bleaching trays, and athletic mouthguards
65. Recognize basic medical emergencies
66. Recognize basic dental emergencies
67. Respond to basic medical emergencies
68. Respond to basic dental emergencies
69. Remove post-extraction dressings
70. Place stainless steel crown

## Appendix B: Levels of Supervision

An important consideration in the discussion of the delegation of tasks to dental assistants is that of supervision of dental assistants by their dentist-employers. The American Dental Association (ADA) has identified five levels of supervision for dental auxiliaries, including dental assistants, which it defines in its “Comprehensive Policy Statement on Allied Dental Personnel,” (2010: 505) which is part of its *Current Policies*, last updated in 2015. Note that “allied dental personnel” refers to dental assistants, dental hygienists, community dental health coordinators and dental laboratory technicians.

The five levels of supervision defined by the ADA are as follows:

**Personal supervision:** A type of supervision in which the dentist is personally operating on a patient and authorizes the allied dental personnel to aid treatment by concurrently performing a supportive procedure.

**Direct supervision:** A type of supervision in which a dentist is in the dental office or treatment facility, personally diagnoses and treatment plans the condition to be treated, personally authorizes the procedures and remains in the dental office or treatment facility while the procedures are being performed by the allied dental personnel and evaluates their performance before dismissal of the patient.

**Indirect supervision:** A type of supervision in which a dentist is in the dental office or treatment facility, has personally diagnosed and treatment planned the condition to be treated, authorizes the procedures, and remains in the dental office or treatment facility while the procedures are being performed by the allied dental personnel, and will evaluate the performance of the allied dental personnel.

**General supervision:** A type of supervision in which a dentist is not required to be in the dental office or treatment facility when procedures are provided, but has personally diagnosed and treatment planned the condition to be treated, has personally authorized the procedures, and will evaluate the performance of the allied dental personnel.

**Public Health Supervision:** A type of supervision in which a licensed dental hygienist may provide dental hygiene services, as specified by state law or regulations, when such services are provided as part of an organized community program in various public health settings, as designated by state law, and with general oversight of such programs by a licensed dentist designated by the state.

Furthermore, the ADA’s “Comprehensive Policy Statement on Allied Dental Personnel” stipulates that intraoral expanded functions should be performed by allied dental personnel “under the supervision of a dentist.”

Because the study of dental assisting core competencies undertaken by the ADA/DANB Alliance did not address the question of supervision, the ADA/DANB Alliance does not make any recommendations as to the levels of supervision that should be necessary for the delegation of the tasks included in the study to dental assistants. However, the ADA/DANB Alliance believes it is important to call attention to the fact that, while the ADA has defined supervision levels in the aforementioned policy statement, which governs the ADA’s own activities and the activities of its members, these definitions have not been uniformly adopted by the dental boards of every U.S. state or district.

**For the purposes of the attached charts, if a state’s dental practice act specifically defines levels of supervision, the state-specific definition is noted in the footer of the second page of the state chart.**



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