



2018 Allowable and Prohibited Duties for Dental Assistants: Colorado



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>Education/Training/Credential Required:</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"> Pass the Arizona Council on Dental Practice (ACDP) Restorative Proficiency Certificate (see requirements to complete on page 16). 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. AND DANB's AMP, TMP and TAMP. AND have the supervision of a licensed dentist, perform restorative procedures equivalent to the ASBDE outline, contain and have 20 direct restorations and three indirect restorations and preparation of the tooth by a licensed dentist and document these procedures on a Licensed Dental Employment Form. AND the DANB for the Arizona Restorative Certificate. <p>To perform coronal polishing procedures in Arizona under the general supervision of a licensed dentist, a dental assistant must hold an Arizona Coronal Polishing Certificate.</p> <p>To qualify, one must:</p> <ul style="list-style-type: none"> Pass the Dental Assisting National Board's (DANB) Coronal Polishing Exam for Arizona Restorative Procedures. AND the Arizona Council on Dental Practice (ACDP) Restorative Proficiency Certificate (see requirements to complete on page 16). AND have the supervision of a licensed dentist. AND successfully complete the DANB Coronal Polishing Certificate (see requirements to complete on page 16). <p>A dental assistant in Arizona who performs tasks as defined by the state dental practice act and who does not have the education/training/credential required for this level of dental assisting.</p>	<p>Job Title Assigned by State (P-2)</p> <p>Expanded Function Dental Assistant (EFDA)</p> <p>Restorative Dental Assistant (RDA)</p> <p>Coronal Polishing Assistant (CPA)</p> <p>Expanded Function Dental Assistant (EFDA)</p> <p>Restorative Dental Assistant (RDA)</p> <p>Coronal Polishing Assistant (CPA)</p> <p>Dental Assistant</p> <p>Dental Assistant</p> <p>Coronal Polishing Assistant (CPA)</p>	<p>Proposed Restorative Job Title</p> <p>Expanded Function Dental Assistant (EFDA)</p> <p>Restorative Dental Assistant (RDA)</p> <p>Coronal Polishing Assistant (CPA)</p> <p>Dental Assistant</p> <p>Dental Assistant</p> <p>Coronal Polishing Assistant (CPA)</p>	<p>Radiography Requirements:</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 approved certificate in radiography.</p> <p>To obtain a certificate, one must:</p> <ul style="list-style-type: none"> Pass the national DANB Radiation Safety and Safety (RHS) exam. AND have the supervision of a licensed dentist, perform radiographic procedures equivalent to the ASBDE outline, contain and have 20 direct restorations and three indirect restorations and preparation of the tooth by a licensed dentist and document these procedures on a Licensed Dental Employment Form. AND the DANB for the Arizona Restorative Certificate. <p>The ADA/DANB Alliance on the Dental Care Workforce Study conducted from 2002-2003.</p> <p>The same study offered a list of 70 job categories with the corresponding range of dental assisting core competencies.</p> <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are indicated by the right arrow in the table.</p> <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are indicated by the right arrow in the table.</p> <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are indicated by the right arrow in the table.</p> <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are indicated by the right arrow in the table.</p>

Arizona	
<p>Job Title Assigned by State (P-2)</p> <p>Expanded Function Dental Assistant (EFDA)</p> <p>Dental Assistant</p>	<p>Allowable Functions:</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>Under General Supervision*</p> <ul style="list-style-type: none"> 15. Apply fluoride varnish. 40. Apply sealants. 41. Place interim restoratives. 42. Perform clinical photography. 43. Perform clinical radiography. <p>Level of Supervision Not Specified</p> <ul style="list-style-type: none"> 12, 23, 51, 70. Perform placement, contouring and finishing of direct restoratives or the placement and contouring of preformed indirect restoratives on the preparation of the tooth by a licensed dentist; the restorative materials used will be determined by the dentist. <p>Dental Assistant qualified in coronal polishing procedures</p> <p>Under General Supervision*</p> <ul style="list-style-type: none"> 3. Perform coronal polishing procedures. <p>Under Direct Supervision*</p> <ul style="list-style-type: none"> 1. Remove sutures. 2. Apply topical fluoride. 3. Apply and remove dental dams and matrix bands. 4. Apply sealants. 47, 50. Reproduce and place restoratives. 48. Remove and temporize crown and interim restorations with hand or power instruments. 49. Remove and temporize stainless steel and base metal crowns and interim restorations with hand or power instruments. 51. Remove excess cement from trays, crowns, bridges and orthodontic appliances with hand instruments. 52. Remove pontical dressings with hand instruments. 53. Prepare a patient for retentive resin and complete denture impressions using a dental model. 54. Place dental material into a patient's mouth in response to a licensed dentist's instruction. 55. Cleanse the supragingival surface of the tooth in preparation for the placement of denture covers, denture base appliances, dental care appliances. 56. Acid etch procedures. 57. Removal of dressings and packs. <p>Under General Supervision*</p> <ul style="list-style-type: none"> 2. Collect and record information pertaining to dental conditions. 24. Take or instruct patients in oral hygiene techniques, preventive procedures, dietary counseling for caries and periodontal, and provide oral and dental care instructions relative to specific office treatment.

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.

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

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.

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/ Credential Required	Job Title According to State of CO	Proposed Standardized National Job Titles (see below)	Radiography Requirements	Functions NOT Permitted by Dental Assistants in CO
<p><i>Some dental assistants in the state of Colorado may choose to complete an Expanded Duties Dental Assistant (EDDA) educational program. The EDDA designation is not recognized by the Colorado Dental Board and does not qualify a dental assistant to perform expanded duties in the state.</i></p> <hr/> <p>A dental assistant in the state of Colorado may perform basic supportive dental procedures specified by the state dental practice act (see opposite page) under the supervision of a licensed dentist.</p> <p>There are no education or training requirements for this level of dental assisting.</p> <p>It is the responsibility of the supervising dentist to ensure that dental personnel who administer and/or monitor nitrous oxide/oxygen inhalation are appropriately trained. Dental assistants who administer and/or monitor nitrous oxide/oxygen inhalation must successfully complete current Basic Life Support (BLS) training.</p> <p>Dental assistants who render patient care services in a dental setting where local anesthesia, analgesia (including nitrous oxide), minimal sedation, moderate sedation, deep sedation or general anesthesia are being administered, shall have successfully completed and shall maintain continuous certification in Basic Life Support (BLS) training for healthcare providers recognized by the American Heart Association, the American Safety and Health Institute, or the American Red Cross.</p>	<p><i>Expanded Duties Dental Assistant (EDDA)</i></p> <hr/> <p>Dental Assistant</p>	<p>Expanded Functions Dental Assistant (EFDA)</p> <hr/> <p>DANB Certified Dental Assistant (CDA) or Registered Dental Assistant (RDA)</p> <hr/> <p>Dental Assistant</p> <hr/> <p>Entry Level Dental Assistant</p>	<p>To legally operate dental x-ray equipment and perform dental radiographic procedures in the state of Colorado, a dental assistant <u>must</u>:</p> <ul style="list-style-type: none"> ■ Be at least 18 years of age <p>AND</p> <ul style="list-style-type: none"> ■ Successfully complete minimum safety, education and training for operating machine sources of ionizing radiation and administering such radiation to patients. Approved education or training includes: <ul style="list-style-type: none"> (a) The completion of five hours of practical or clinical experience and 3.5 hours of lecture for a total of 8.5 hours from a program accredited by the Commission on Dental Accreditation, Colorado Commission on Higher Education, the State Board of Community Colleges and Occupational Education, the Private Occupational School Division (or the equivalent in any other state) OR (b) Education and training may be provided on-the-job by a licensed dentist or dental hygienist, provided that the educational module used is approved by the Colorado Dental Board OR (c) Successful completion of the national DANB Radiation Health and Safety (RHS) exam or the national DANB Certified Dental Assistant (CDA) exam <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>The following functions are not permitted by any level of dental assistant:</p> <p>20. Scaling (supra- and sub-gingival), as it pertains to the practice of dental hygiene</p> <ul style="list-style-type: none"> • Diagnosis • Treatment planning • Prescription of therapeutic measures • Any procedure that contributes to or results in an irremediable alteration of the oral anatomy • Administration of local anesthesia • Root planing • Soft tissue curettage • Periodontal probing • Placement of local therapeutic agents • Use protective stabilization <p>Limited prescriptive authority for local therapeutic agents may not be delegated or assigned to a dental assistant.</p>

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Job Title
According to
State of CO

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)

Expanded
Duties
Dental
Assistant
(EDDA)

The Colorado state dental practice law does not recognize the EDDA designation or permit assistants who hold it to perform a specific list of expanded functions.

Dental
Assistant

Under Direct Supervision*

59. Monitor the use of nitrous oxide/oxygen conscious analgesia (see requirements on previous page)
- Assist the dentist in using protective stabilization as necessary

A dental assistant may perform intraoral and extraoral tasks and procedures necessary for the fabrication of a complete or partial denture under the direct supervision of a licensed dentist. These tasks and procedures shall include the following:
44, 46. Making of preliminary and final impressions

- Jaw relation records and determination of vertical dimensions
- Tooth selection
- A preliminary try-in of the wax-up trial denture prior to and subject to a try-in and approval in writing of the wax-up trial denture by the licensed dentist
- Denture adjustments that involve the periphery, occlusal, or tissue-bearing surfaces of the denture prior to the final examination of the denture

Under Indirect Supervision*

- 1-2. Gathering and assembling information including, but not limited to, fact-finding and patient history, oral inspection, and dental and periodontal charting
9. Smoothing and polishing natural and restored tooth surfaces
18. Provision of preventive measures including the application of fluorides and other recognized topical agents for the prevention of oral disease

56. Administering topical anesthetic to a patient in the course of providing dental care
- Repairing and relining of dentures pursuant to a dental laboratory work order signed by a licensed dentist
 - Any other task or procedure that does not require the professional skill of a licensed dentist.

***Direct Supervision:** Supervision of those tasks or procedures that do not require the presence of the dentist in the room where performed but require the dentist's presence on the premises and availability for prompt consultation and treatment
Indirect Supervision: Supervision of those tasks or procedures that do not require the presence of the dentist in the office or on the premises at the time such tasks or procedures are being performed, but do require that the tasks be performed with the prior knowledge and consent of the dentist.

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 ADAA/DANB Alliance did not address the question of supervision, the ADAA/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 ADAA/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.



Measuring Dental Assisting Excellence®

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