



2018 Allowable and Prohibited Duties for Dental Assistants: Illinois



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 take this certificate) 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 RMP 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 three preparation of the tooth by a licensed dentist and document these procedures on a Licensed Dental Employment Form AND be DANB for the Arizona Restorative Certificate <p>To perform general polishing procedures in Arizona under the general supervision of a licensed dentist, a dental assistant must hold an Arizona General Polishing Certificate.</p> <p>To qualify, one must:</p> <ul style="list-style-type: none"> Pass the Dental Council of Public Health (DCPH) Exam for Arizona Restorative/Polishing procedure AND be an Arizona Council on Dental Practice (ACDP) Restorative/Polishing Certificate holder as required by DANB AND Pass the Arizona Council on Dental Practice (ACDP) Restorative/Polishing Certificate <p>A dental assistant in Arizona may perform basic restorative procedures under the direct supervision of a licensed dentist.</p> <p>There are no education/training requirements for this level of dental assisting.</p>	<p>Job Title Assigned by State (P.A.)</p> <p>Expanded Function Dental Restorative</p> <p>Expanded Function Dental Polishing</p> <p>Dental Assistant</p> <p>General Polishing</p>	<p>Proposed Restorative Title</p> <p>Expanded Function Dental Restorative</p> <p>Expanded Function Dental Polishing</p> <p>Dental Assistant</p> <p>General Polishing</p>	<p>Radiography Requirements</p> <p>In order to legally operate under a job requirement and perform dental radiographic procedures in Arizona, a dental assistant must have a current, state-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 Pass the national DANB Radiation Proficiency Certificate, issued by DANB AND be currently certified in another U.S. state with a Radiology Proficiency Certificate, issued by the ASBDE <p>NOTE: Restorative/Polishing dental restorations to use the Arizona Council on Dental Practice (ACDP) Restorative/Polishing Certificate, which is not a national certificate, may only be used in Arizona. A national Radiology Proficiency Certificate, issued by DANB, is required for all other states.</p> <p>The ADA/DANB Alliance on the Restorative/Polishing Study conducted from 2002-2003.</p> <p>The same study offered a list of 70 restorative/Polishing tasks that encompassed the range of dental assisting core competencies.</p> <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are supported by the right, state dental practice act. (The numbers correspond to the study's task numbering system.)</p> <p>Functions listed with italics are part of the state's practice act but are not specific to the DANB/ADAA.</p> <p>These states implement restorative procedures to support a uniform dental practice act. Some dental assisting tasks, some and requirements, which will serve as a model either for dental assistants.</p>

Arizona	
<p>Job Title Assigned by State (P.A.)</p> <p>Expanded Function Dental Restorative</p> <p>Expanded Function Dental Polishing</p> <p>Dental Assistant</p>	<p>Allowable Functions</p> <p>If functions with numbers relate specifically to Core Competency designations, functions with italics are in the state's practice act but are not specific to DANB research.</p> <p>Under General Supervision*</p> <ul style="list-style-type: none"> 18. Apply fluoride varnish 40. Apply sealants * Place interim restorations * Consultation under the direction of a licensed dentist following a consultation conducted through 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 restorations or the placement and contouring of amalgamated crowns, inlays or veneers; do not use a finished dental restorative materials used will be determined by the dentist. <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"> 13. Remove amalgam 23. Apply dental cements and restorative and health materials 41. Place and remove dental dams 42. Remove periodontal dressings with rest restorations 47. DR restorative and prosthetic repairs 49. Remove and temporize crown and interim restorations with hand 52. Remove and temporize crown and interim restorations with hand 53. Place dental material into a patient's mouth in response to a licensed dentist's instruction <p>Under General Supervision*</p> <ul style="list-style-type: none"> 2. Collect and record information pertaining to dental conditions 14. DR repair or instruct patients in oral hygiene 15. Perform restorative procedures, delivery concerning the design and preparation, and provide oral and dental hygiene instructions relative to specific office treatment <p>*Under general supervision, the dentist or other P.A. that is licensed dentist is present in the office with abilities to provide immediate treatment or with a patient and dental assistant. Under direct supervision, no licensed dentist is present in the office with the ability to provide immediate treatment or with a patient and dental assistant and will be within the dentist's direct supervision.</p>

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 IL	Proposed Standardized National Job Titles (see below)	Radiography Requirements	Functions <u>NOT</u> Permitted by Dental Assistants in IL
<p>To perform expanded functions under the supervision of a licensed dentist in Illinois, a dental assistant <i>must</i> meet state requirements for each of the desired expanded functions, as outlined below.</p> <p>To qualify to perform coronal scaling and intracoronaral temporization of a tooth** under the direct supervision of a dentist, a dental assistant must:</p> <ul style="list-style-type: none"> ■ Have at least 2,000 hours of direct clinical patient care experience <p>AND</p> <ul style="list-style-type: none"> ■ Successfully complete an approved coronal polishing course prior to taking coronal scaling course <p>AND</p> <ul style="list-style-type: none"> ■ Successfully complete a structured training program in coronal scaling and intracoronaral temporization of a tooth provided by an educational institution (such as a dental school or a dental hygiene or dental assisting program) or by a statewide dental or dental hygienist association approved by the Department, that includes: <ul style="list-style-type: none"> • minimum 16 hours of didactic and clinical manikin or human subject instruction covering specified content • an outcome assessment examination that demonstrates competency • completion of 6 full-mouth scaling procedures under the observation and with approval of the supervising dentist • issuance of a certificate of completion (which must be kept on file at the dental office) <p>To place, carve and finish amalgam restorations under the direct supervision of a dentist, a dental assistant must:</p> <ul style="list-style-type: none"> ■ Be at least 18 years of age <p>AND</p> <ul style="list-style-type: none"> ■ Hold current DANB CDA certification or have been employed as a dental assistant with a minimum of two years (4,000 hours) hands-on experience <p>AND</p> <ul style="list-style-type: none"> ■ Take and pass a pre-examination on basic dental procedures and techniques, as well as the basic fundamentals of dentistry <p>AND</p> <ul style="list-style-type: none"> ■ Complete a 40-hour course given by an approved continuing education sponsor and taught in an institution with a CODA-accredited dental, dental hygiene or dental assisting program <p>AND</p> <ul style="list-style-type: none"> ■ Pass an exam that is psychometrically sound, such as a combination of DANB's Anatomy, Morphology and Physiology (AMP), Isolation (IS) and Restorative Functions (RF) exam, or equivalent* <p>AND</p> <ul style="list-style-type: none"> ■ Maintain proof of BLS certification <p>A supervising dentist must attend a required orientation class with the applicant and sign an agreement that he or she will follow the required guidelines regarding supervision and clinical application of specific techniques being taught between scheduled classes.</p> <p>To perform coronal polishing, place pit and fissure sealants, monitor patients under nitrous oxide, or monitor patients under sedation, a dental assistant must:</p> <ul style="list-style-type: none"> ■ Be at least 18 years of age <p>AND</p> <ul style="list-style-type: none"> ■ Complete 1,000 hours of clinical dental assisting experience <p>OR</p> <ul style="list-style-type: none"> ■ Complete a CODA-accredited dental assisting program <p>OR</p> <ul style="list-style-type: none"> ■ Hold a current national DANB Certified Dental Assistant (CDA) certification <p>AND</p> <ul style="list-style-type: none"> ■ Complete an approved course addressing the expanded function in question, subject to specific didactic and clinical requirements <p>OR</p> <ul style="list-style-type: none"> ■ Provide proof of completion of an approved dental assisting program that contained the expanded function in the curriculum <p>Note: For nitrous, sedation, and anesthesia monitoring, dental assistants must maintain basic life support certification intended for healthcare providers (BLS) that includes evaluation of hands-on skills and a written exam.</p> <p>A dental assistant in Illinois may perform basic supportive dental procedures specified by the state dental practice act (see opposite page) under the supervision of a licensed dentist. There are no education or training requirements for this level of dental assisting.</p>	<p>Note: See p. 44 for information about Expanded Function Dental Assistants (EFDA) in Illinois.</p> <p>**The Illinois Legislature passed a law in the 2015 legislative session authorizing performance of these functions by dental assistants meeting specified requirements; the Illinois Department of Financial and Professional Regulation (IDFPR) is in the process of developing rules to implement this new law.</p> <p>Dental Assistant qualified in expanded functions</p>	<p>Expanded Functions Dental Assistant (EFDA)</p> <p>DANB Certified Dental Assistant (CDA) or Registered Dental Assistant (RDA)</p> <p>Dental Assistant</p> <p>Entry Level Dental Assistant</p>	<p>There are no radiography requirements for dental assistants in Illinois.</p> <p>All dental assistants may legally operate dental x-ray equipment and perform dental radiographic procedures.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <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> </div> <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: 10px 0;"> <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> <ol style="list-style-type: none"> 20. Removal of calculus from teeth 20. Performing supragingival or subgingival scaling 33. Placing and finishing composite restorations (<i>Note: IDFPR is in the process of developing rules to implement a law allowing EFDAs to perform this function; see p. page 44 for information about EFDAs</i>) 34. Applying cavity bases 46. Taking of final impressions for the fabricating of prosthetic appliances, crowns, bridges, inlays, onlays or other restorative or replacement dentistry 49. Performing pulp vitality tests <ul style="list-style-type: none"> • Diagnosis of or prescription for treatment of disease, pain, deformity, deficiency, injury or physical condition of the human teeth or jaws, or adjacent structures • Removal of, restoration of or addition to the hard or soft tissues of the oral cavity except for the placing, carving, and finishing of amalgam restorations and placing, packing, and finishing composite restorations by dental assistants who have had additional formal education and certification as determined by IDFPR • Any and all correction of malformation of teeth or of the jaws • Administration of anesthetics except for monitoring of nitrous oxide, minimal sedation, moderate sedation, deep sedation and general anesthesia after completion of an approved training program • The operative procedure of dental hygiene consisting of oral prophylactic procedures except for coronal polishing or pit and fissure sealants, as specified • Making denture adjustments • Permanently cementing permanent crowns or bridges • Permanently re-cementing permanent crowns or bridges that have come loose • Placement of any chemotherapeutic agent for the management of periodontal disease • Cementing bands and/or bonding brackets • Air polishing • Inter-oral use of a high-speed hand piece • Use of a laser to remove tissue • Placement or removal of implant prosthetic components and prostheses, including but not limited to the placement or removal of healing abutments, implant supported provisionals, components used in final impression procedures, and final prostheses, which include abutment, crowns, fixed and fixed detachable prostheses and fixed detachable prostheses during recare appointments.

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Job Title
According to
State of IL

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)

Dental
Assistant
*qualified in
expanded
functions*

Under Direct Supervision*

- 12, 51. Placing, carving, and finishing amalgam restorations

Under Supervision*

- 9. Coronal polishing
- 20. Perform coronal scaling (using hand instruments) above the gum line, supragingivally, on the clinical crown of the tooth only on patients 12 years of age or younger who have an absence of periodontal disease and who are not medically compromised or individuals with special needs**
- 40. Application of pit and fissure sealants
- 59. Monitor the patient while nitrous oxide is being administered
 - Monitor a patient under minimal sedation, moderate sedation, deep sedation or general anesthesia
 - Perform intracoronary temporization of a tooth (using hand instruments)
 - All duties designated to Dental Assistants, under the same level of required supervision

***Coronal scaling shall only be utilized on patients who are eligible for Medicaid or who are uninsured and whose household income is not greater than 200% of the federal poverty level.*

Note: See next page for information about Expanded Function Dental Assistants (EFDAs) in Illinois.

Dental
Assistant

Under Supervision*

- Any authorized or prescribed services or procedures for which the dental assistant is considered competent by the supervising dentist as a result of on-the-job training
- After being authorized by a dentist, remove loose, broken, or irritating orthodontic appliances on a patient of record for the purpose of eliminating pain or discomfort

DANB's Note on Allowable Dental Assisting Functions.

In the state of Illinois, all dental assistants may:

- Expose, process and evaluate dental radiographs
- Perform infection control and occupational safety procedures
- Perform other duties not specified by this state's dental practice act

At this time, DANB cannot list all allowable dental assisting functions for each state because some states' dental practice acts outline very specific allowable functions, while others outline only prohibited functions and some contain minimal or no regulation of dental assisting duties.

***Supervision:** A dentist must authorize the procedure, remain in the dental facility while the procedure is performed, and approve the work performed by the dental assistant before dismissal of the patient. The dentist does not need to be present at all times in the treatment room.

Education/Training/
Credential Required

Job Title
According to
State of IL

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)

Note: The Illinois General Assembly passed a law in the 2017 legislative session authorizing the creation of an Expanded Function Dental Assistant who may perform the functions listed below. The Illinois Department of Financial and Professional Regulation (IDFPR) is in the process of developing rules to implement this new law.

To perform specified **expanded functions** in Illinois and hold oneself out as an **Expanded Function Dental Assistant**, a dental assistant must complete required training in each of the allowed expanded functions. To qualify, a dental assistant must:

- Complete training in the expanded functions from an approved continuing education sponsor

OR

Complete training in the expanded functions from a dental assistant training program accredited by the Commission on Dental Accreditation

OR

Complete a training course approved by the Illinois Department of Financial and Professional Regulation

AND

- Complete and maintain Basic Life Support certification, proof of which must be kept on file with the supervising dentist

Expanded
Function
Dental
Assistant
(EFDA)

Under Supervision

- 9, 40. Coronal polish and pit and fissure sealants
- 46. Take material or digital final impressions
- 12, 33, 51. Place, carve, and finish amalgam restorations and place, carve, and finish composite restorations
- 49. Perform pulp vitality test
- 59. Start the flow of oxygen and monitoring of nitrous oxide-oxygen analgesia

*Supervision: A dentist must authorize the procedure, remain in the dental facility while the procedure is performed, and approve the work performed by the dental assistant before dismissal of the patient. The dentist does not need to be present at all times in the treatment room.

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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