

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.



Measuring Dental Assisting Excellence®

How To Use The Following Charts

Chart 1

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.

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

North Dakota		State approved 10/11 Revised by DANB 10/11
Education/Training/Credentialed Required	Job Title Assigned by State or ND	Proposed Radiographic Requirements
<p>To apply job and require evaluation in the state of North Dakota under the direct supervision of a licensed dentist, a dental assistant must:</p> <ul style="list-style-type: none"> Be a Registered Dental Assistant (RDA) as defined in NDCC §14-02-01. Hold current national DANB Certification (CDA) with within two years of application or equivalent certification from a state or territory dental assisting program within one year of application or being approved under the DANB/ADAA Core Competency Study. Pass DANB RHE and ICE exams within one year of application. Apply to the North Dakota State Board of Dental Examiners. <p>A dental assistant in the state of North Dakota may perform duties specified by the state dental practice act under the direct supervision of a licensed dentist.</p> <p>There are no education or training requirements for this level of dental assisting.</p>	<p>Registered Dental Assistant (RDA)</p> <p>Dental Assistant</p> <p>Entry Level Dental Assistant</p>	<p>To legally operate dental x-ray equipment and perform dental radiographic procedures in the state of North Dakota, one must be a Registered Dental Assistant or meet the requirements to be an RDA.</p> <p>The following functions are not permitted by any level of dental assistant:</p> <ol style="list-style-type: none"> 30. Scaling, root planning, or prophylaxis 33. E.T. tracing or contouring of a tooth, including contouring a crown which has not been finished 34. Mixing base or wax 40. Any job and function that have been listed in the DANB/ADAA Core Competency Study as not permitted by state law.

Chart 2

Review all the allowable tasks for each level of dental assisting as published in the state practice act.

North Dakota		State approved 10/11 Revised by DANB 10/11
Job Title Assigned by State or ND	Proposed Radiographic Requirements	Functions NOT Permitted by Dental Assistants in ND
<p>Registered Dental Assistant (RDA)</p> <p>Dental Assistant</p> <p>Entry Level Dental Assistant</p>	<p>The ADA/ADAA Alliance has completed a listing of volunteer tasks to be used in the national Core Competency Study conducted from 2002-05.</p> <p>The same study utilized a list of 70 all numbers which were identified to be representative of a broad range of dental assisting core competencies.</p> <p>It was determined that the tasks that relate to the national DANB/ADAA Core Competency Study are numbered to the right within the job title directly from the DANB/ADAA Core Competency Study. (The numbers correspond to the task numbers in the study.)</p> <p>Functions listed with bullets are part of this study's function list but are not specifically numbered to DANB/ADAA research.</p> <p>These state functions reflect the task being done by the ADA/ADAA Alliance to support a uniform national model for one list of dental assisting tasks, and a numbering system which will serve as a viable career ladder for dental assistants.</p>	<p>The following functions are not permitted by any level of dental assistant:</p> <ol style="list-style-type: none"> 30. Scaling, root planning, or prophylaxis 33. E.T. tracing or contouring of a tooth, including contouring a crown which has not been finished 34. Mixing base or wax 40. Any job and function that have been listed in the DANB/ADAA Core Competency Study as not permitted by state law.

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

If your state's dental practice act specifically defines levels of supervision, the state-specific definition is noted in the template.

Dental Assisting Functions List

The following is a list of 70 dental assisting tasks developed by the ADA/DANB Alliance in the course of its research. These selected tasks were determined to be representative of a broad range of dental assisting core competencies.

Functions in each state that correspond to the national Core Competencies Study functions are **numbered** in the Career Ladder Template, using language directly from the state's dental practice act. Functions listed with **bullets** in the *Career Ladder Template* are part of the state's practice act but are not specific matches to DANB research.

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



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 four levels of supervision for dental auxiliaries, including dental assistants, which it defines in its “Comprehensive Policy Statement on Allied Dental Personnel,” (2006: 307) which is part of its *Current Policies*, last updated in 2007. Note that “allied dental personnel” refers to dental assistants, dental hygienists and dental laboratory technicians.

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

Personal supervision: A 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 dentist is in the dental office or treatment facility, personally diagnoses 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, before dismissal of the patient, evaluates the performance of the allied dental personnel.

Indirect supervision: A dentist is in the dental office or treatment facility, has personally diagnosed 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 dentist is not required to be in the dental office or treatment facility when procedures are being performed by the allied dental personnel, but has personally diagnosed the condition to be treated, has personally authorized the procedures and will evaluate the performance of the allied dental personnel.

Furthermore, the ADA’s Comprehensive Policy Statement on Allied Dental Personnel stipulates that intraoral expanded functions should be performed by allied dental personnel “only under the direct 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 this volume, if a state’s dental practice act specifically defines levels of supervision, the state-specific definition is noted in the template.



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Education/Training/ Credential Required	Job Title According to State of OK	Proposed Standardized National Job Titles (see below)	Radiography Requirements	Functions NOT Permitted by Dental Assistants in OK
<p>To perform expanded functions in the state of Oklahoma under the direct supervision of a licensed dentist, a dental assistant must earn status as an Expanded Duty Dental Assistant (EDDA).</p> <p>To qualify, a dental assistant must obtain a permit for each expanded duty he or she desires to perform. Permit applicants must complete expanded duty training in each of the desired functions at a CODA-accredited dental assisting program.</p> <p>Available permits are:</p> <p><u>Coronal polishing/Topical fluoride.</u> A dental assistant must successfully complete a Board-approved course of study, including a clinical component, consisting of a minimum of 14 hours.</p> <p><u>Sealants.</u> A dental assistant must successfully earn the coronal polishing/topical fluoride permit and complete a Board-approved course of study, consisting of a minimum of 12 hours.</p> <p><u>Nitrous oxide.</u> A dental assistant must successfully complete a Board-approved course of study, consisting of a minimum of 12 hours.</p>	<p>Expanded Duty Dental Assistant (EDDA)</p>	<p>Expanded Functions Dental Assistant (EFDA)</p>	<p>To legally operate dental x-ray equipment and perform dental radiographic procedures in the state of Oklahoma, a dental assistant must obtain a permit from the Oklahoma Board of Dentistry (OBD).</p> <p>To qualify, one must:</p> <ul style="list-style-type: none"> ■ Complete a course of study in radiation safety and protection, consisting of a minimum of seven hours, approved by the OBD <p>AND</p> <ul style="list-style-type: none"> ■ Submit written verification to the OBD from the applicant's current employing dentist attesting to competent clinical experience <p>AND</p> <ul style="list-style-type: none"> ■ Apply for a Radiation Safety permit from the OBD 	<p>The following functions are not permitted by any level of dental assistant:</p> <p>12, 33. Placement or removal of restorative materials in a human oral cavity</p> <p>61. Removal of fully hardened cement</p> <ul style="list-style-type: none"> • Diagnosis • Treatment planning • Prescription of medications • Final placement or removal of orthodontic brackets and bands • Surgery or the cutting or severance of hard and soft tissue • Placement or adjustment of any removable or fixed prosthesis • Administration of injectable local anesthesia • Administration of general anesthesia • Any procedure that may contribute to or result in an irreversible alteration of the human oral anatomy • Those projects allocated exclusively to dental hygienists
<p>A dental assistant in the state of Oklahoma may perform basic supportive dental procedures specified by the state dental practice act (see opposite page) under the direct supervision of a licensed dentist.</p> <p>There are no education or training requirements for this level of dental assisting.</p>	<p>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>	<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 being 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>	

Job Title
According to
State of OK

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
Duty
Dental
Assistant
(EDDA)

Under Direct Supervision*

- | | | |
|---|--|---|
| <p>9. Polish coronal surface of teeth, or prepare teeth for band cementation or bonding of brackets utilizing a slow speed rotary handpiece and rubber cup or brush</p> | <p>18. Apply topical fluoride and desensitizing agents
22. Expose intra oral and extra oral radiographs
40. Place pit and fissure sealants</p> | <p>59. Assist in the administration of nitrous oxide</p> <ul style="list-style-type: none"> • All duties designated to Dental Assistants, under the same level of required supervision |
|---|--|---|

Dental
Assistant

Under Direct Supervision*

- Any duty for which the dental assistant has received adequate office-based training by the supervisory dentist to ensure that the dental assistant is properly aware of all requirements and responsibilities of each duty to be performed

DANB's Note on Allowable Dental Assisting Functions

In the state of Oklahoma, all dental assistants may:

- 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.

*Direct Supervision: A supervisory dentist is in the dental office, has personally diagnosed the condition to be treated, personally authorizes the procedures, remains in the dental office while the procedures are being performed by the dental hygienist or dental assistant and, before dismissal of the patient, evaluates the progress of the dental treatment.