



Committee on Dental Auxiliaries
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**Committee on Dental Auxiliaries
Public Meeting Minutes
November 20, 2008
Los Angeles, CA**

A public meeting of The Committee on Dental Auxiliaries (COMDA) was held November 20, 2008. Due notice had been sent to all known interested parties.

1. Call to order/Member roll call

Chairperson Judith Forsythe called the meeting to order at 8:30 a.m. Roll was called and a quorum established.

Members Present:

Judith Forsythe, RDA
Rochelle Bache, RDAEF
Debra Diaz, RDA
Marlene Jacobus, RDH
Rita Weisberg, DDS

Staff Present:

Lori Hubble, Executive Officer
Donna Katner, Program Analyst
Lorie Kiley, Program Analyst
Traci Napper, Staff Analyst

2. Approval of August 28, 2008 meeting minutes

M/S/C (Weisburg/Bache) to approve the minutes as presented.

3. Chairperson's Report

Chairperson Forsythe introduced George Ritter, who will be the attorney for today's meeting. She reported that Donna Katner is working with COMDA staff on the transition of the RDA program to the Dental Board. Ms Forsythe reported that she met with Lori Hubble regarding the progress implementing AB2637.

4. Executive Officer's Report

Lori Hubble, Executive Officer, reported that once the State budget was reconciled COMDA received an exemption to pay overtime during examinations. Self-funded agencies were then allowed use their monies where the situation warrants.

She went on to explain that new language will be contained on license renewal forms. This will require the licensee to disclose any convictions of a crime or discipline of any license held. Mr. Ritter explained that if the licensee does not answer this question, the renewal would not be processed until that information is received. Regulatory language has been developed which gives COMDA the authorization to request this information.

The status of the required Renewal Survey Questions prompted by the passage of AB269 was discussed. Ms. Hubble explained that a sample survey had been sent out and when the information is compiled, the survey will be revised where necessary and

be a part of a standard renewal application. She informed COMDA that a new employee, Liz Roberts, has been hired in order to perform the scanning of the renewal application for compilation of the information provided by the licensee. Dorothy Perez and Joan Blackburn of COMDA staff will be assisting in the processing of these applications.

Donna Katner has joined COMDA's staff to assist in the transition required by AB 1637. COMDA's website has been redesigned by Cady Smithline based upon the Governor's template. She will also be developing the website for the new RDH Committee.

Ms. Hubble clarified the requirement for RDAs being instructed in pit and fissure sealants. She stated that all RDAs need not have this instruction, only those performing these duties.

She further informed the Committee that, with only two COMDA meetings left, there will be a tremendous amount of work which will need to be done to ensure a smooth and complete transition to the Dental Bureau.

5. Budget Report – This item was for information only.

6. Proposed legislation relating to fingerprinting and convictions.

Donna Katner explained that several boards began fingerprinting in the mid 1980s and 1990s. However, the fingerprint requirement was never made retroactive. Due to some adverse publicity of a licensee of another board, the Department of Consumer Affairs will be requiring all licensees be fingerprinted to ensure the safety of the consumer. Proposed statutory language to require licensees not previously submitting fingerprints to do so was provided for COMDA's review. This language was provided for informational purposes.

7. Registered Dental Assistant Programs (RDA)

a. It was m/s/c (Weisburg/Bache) to recommend Provisional Approval of the following RDA Programs:

- i. CSI Career College – Vacaville
- ii. Kaplan College – Palm Springs
- iii. Kaplan College – Riverside
- iv. Kaplan College – San Diego
- v. Kaplan College – Vista

b. It was m/s/c (Bache/Weisburg) to recommend full approval of the following RDA Programs:

- i. United Education Institute – Chula Vista
- ii. Western Career College – San Jose
- iii. Western Career College – Antioch

Lorie Kiley informed the Committee that the application for Valley Career College at El Cajon had been deferred.

- c. It was m/s/c (Diaz/Bache) to approve the following radiation safety courses:
 - i. Career Care Institute – Ventura
 - ii. National School of Dental Assisting – Lathrop
- d. Status report on applications for approval of programs and courses – This item was for information only. Judith Forsythe stated that she had a teleconference on this subject and commended the consultants.
- e. RDA Examination Statistics – This item was for information only. It was noted that the 56% pass rate for the written exam was an increase.
- f. Proposal to increase RDA renewal fee – This item has been deferred.

8. Ratification of Pacific Dental Services Coronal Polishing course Approvals for Northridge, Rancho Cordova, Riverside, San Marcos and Tustin. This item was deferred as there was no quorum for voting purposes.

9. 2009 Examination Schedules

The RDH, RDA, RDHEF and RDAEF schedules were provided for informational purposes only.

Barbara Blade from the Dental Assistant’s Alliance stated that the EF programs will need to be restructured due to the expansion of the scope of practice. She encouraged COMDA to communicate with the dental schools as the change in practice may necessitate a facility change.

10. New RDA Program and Specialty Category Programs effective January 1, 2010

- a. Discussion and possible action regarding infection control course requirements.

Barbara Blade stated that she supports staff recommendation requiring programs to apply separately to teach the infection course; however she feels there may be difficulty in having those applications reviewed. Lori Hubble said the workload would be tremendous and there was a possibility that only new programs would need to apply.

George Ritter said that the intent was for COMDA to apply discretion on this subject. He recommended that no action be taken at this time and a more specific proposal be presented to the Committee at a further date.

It was m/s/c (Weisburg/Bache) to defer this matter for action in the future.

- b. Discussion and possible action regarding requirements to complete Board-approved course in the Dental Practice Act.

It was m/s/c (Jacobus/Bache) to accept Staff’s recommendation that existing CE courses in the Dental Practice Act meet the new statutory requirement for dental assistants.

- c. Discussion and possible action regarding evaluation and approval of teaching methodology courses.

Lori Hubble informed the Committee that existing regulations do not outline the requirements for faculties. Barbara Blade supports staff's recommendation.

It was m/s/c (Diaz/Bache) for staff to accept completion certificates at this time and staff is to draft proposed regulations to address the approval for teaching methodology courses.

- d. Clean-up legislation to address eligibility and certification of students who graduate on and after July 2, 2009 to ensure compliance with new RDA duty requirements.

Donna Katner explained that the modular programs would mainly feel the impact of teaching the new RDA duties.

Barbara Blade believes that students should be apprised of the new requirements. The current courses are 80 hours and there would possibly be a fiscal impact on those students who are currently enrolled.

George Ritter said the implementation of these requirements is not until July 1, 2009; therefore, the programs will not be required to instruct students in the new duties until that time.

It was m/s/c (Weisburg/Jacobus) that RDA programs be required to instruct students currently in programs who will graduate on or after July 1, 2009, in the new RDA duties.

- e. Establishment of fees for review of application for approval of Orthodontic Assistant Permit Course or Dental Sedation Assistant Permit Course or Infection Control Course pursuant to Section 1725(o) of the Business and Professions Code.

Lori Hubble informed the Committee that the applications are in the process of being reviewed by legal counsel. Ms. Diaz asked if a dentist in private practice could instruct his staff. She was told that it would be acceptable as long as the course requirements were met.

It was m/s/c (Jacobus/Diaz) that the Committee request the Dental Bureau establish, by resolution, a \$300 fee each for the course applications.

- f. Establishment of fees regarding RDA law and ethics written examination pursuant to Section 1725(e) of the Business and Professions Code.

It was m/s/c (Jacobus/Bache) to request the Dental Bureau to establish, by resolution, a fee of \$23 for the RDA law and ethics written examination.

- g. Discussion and possible action regarding continuing education requirements for Orthodontic Assistant and Dental Sedation Assistant Permit holders.

Donna Katner explained that there is currently no provision for continuing education requirements for those holding the Orthodontic and/or Dental Sedation Permits.

It was m/s/c (Bache/Jacobus) to direct staff to develop regulatory language that will mirror the current continuing education requirements (25 units) for the new permits.

11. Registered Dental Hygienist Program

a. Examination Statistics – Informational only.

b. Update on computer-based RDH law and ethics written examination

Lori Hubble gave an update on the examination stating that COMDA can now collect a fee for the examination. She further stated that she anticipates having the examination computer based by March 2009.

c. Update on regulations governing approval of RDH Courses relating to the administration of nitrous oxide and oxygen, administration of local anesthetic agents and periodontal soft tissue curettage.

Donna Katner updated the Committee on the status of the regulatory language. When complete she will submit it for legal counsel review and then proper notice will be given.

d. Establishment of fees re RDH law and ethics written examination or clinical examination pursuant to Section 1944 (a) (2) of the Business and Professions Code.

It was m/s/c (Bache/Diaz) to recommend the Dental Bureau establish, by resolution, a fee of \$23 for the RDH law and ethics written examination.

e. Increase of RDH renewal fee pursuant to Section 1944 (a) (6) of the Business and Professions Code – This item has been deferred.

f. Increase of fees for 3rd and 4th year Dental Students pursuant to Section 1944 (3) of the Business and Professions Code

It was m/s/c (Bache/Jacobus) to recommend the Dental Bureau establish, by resolution, a fee of \$545 (\$20 application fee included) for the RDH examination.

g. Report on the transition of the regulation of dental hygienists from the Committee on Dental Auxiliaries to the newly created Dental Hygiene Committee of California

Lori Hubble informed the Committee of her progress in planning for the transition. Richard DeCuir also stated that the transition would require

coordination with DCA budget office, personnel office and real estate for any reconfiguration required.

- h. Discussion regarding recognition of Western Regional clinical examination for RDH Licensure in California

Ms. Hubble reported that WREB is offered six times per year using California dental school facilities. She outlined considerations that the Dental Hygiene Committee of California should address. Those areas were the determination of the psychometric validity of the WREB, study the differences, if any, of the scope of practice for hygienists in other states, and compare California's clinical examination with that of WREB's hygiene examination to see if there are any significant differences.

12. Registered Dental Assistant/Hygienist Extended Functions Program (EF)

- a. Administration of written examination by EF programs

Barbara Blade discussed the history of the EF programs. She encouraged COMDA to administer their own examination as it would be more cost efficient and properly address the expanded duties.

It was m/s/c (Bache/Diaz) to direct that staff develop an RDAEF examination for administration by COMDA.

- b. Establishment of examination fees pursuant to Section 1725 (f) of the Business and Professions Code – This item has been deferred.

13. Registered Dental Hygienist in Alternative Practice Program (RDHAP)

- a. Establishment of RDHAP written law and ethics examination fees pursuant to Section 1944 (5) of the Business and Professions Code

Lori Hubble informed the Committee that administering the law and ethics examination will be computer based in the near future.

It was m/s/c (Bache/Weisburg) to recommend to the Dental Bureau establish, by resolution, a fee of \$23 for the RDHAP written law and ethics examination.

- b. Establishment of fee for RDHAP dba name permit fee pursuant to Section 1944 12 (A) of the Business and Professions Code

It was m/s/c (Weisburg/Jacobus) to recommend to the Dental Bureau establish, by resolution, a fee of \$70 for the RDHAP dba name permit.

14. Registered Dental Hygienist Extended Functions Program (RDHEF)

Establishment of RDHEF written and clinical examination fees pursuant to Section 1944 (4) of the Business and Professions Code – This item was deferred.

15. Additional fees related to implementation of SB 853

It was m/s/c (Jacobus/Diaz) to recommend to the Dental Bureau establish, by resolution, the following fees:

- \$20 for Dental Sedation Assistant application
- \$20 for Orthodontic Assistant application
- \$33 for Dental Sedation Assistant written examination
- \$33 for Orthodontic Assistant written examination
- \$35 when renewal of RDHAP dba Permit is one year rather than two
- \$525 for the RDH examination and \$20 for the application

16. 2009 COMDA Meeting Schedule – This item was for informational purposes only.

17. Election of Officers

It was m/s/c (Bache/Diaz) to elect Judith Forsythe as COMDA Chairperson for 2009.

It was m/s/c (Weisburg/Diaz) to elect Rochelle Bache as COMDA Vice President for 2009.

It was m/s/c (Jacobus/Bache) to elect Debra Diaz as COMDA Secretary for 2009.

18. Public Comment – There was no Public Comment

19. Adjournment – The meeting was adjourned by Chairperson Judith Forsythe