

**BOARD OF DENTISTRY  
COUNCIL ON DENTAL ASSISTING MINUTES  
VIA TELEPHONE CONFERENCE CALL  
DECEMBER 14, 2010, 6:00 P.M.**

**\*Call In Number (888) 808-6959, Conference Code: 2453454\***

**CALL TO ORDER**

The meeting was called to order by Dr. Stevens, Chair at 6:00 p.m. Those present for all or part of the meeting included the following:

Council members present:

Carol Stevens, D.D.S., Chair  
Kimberly Bland  
Loree Fankhauser  
Karen Allen, Advisor

Dr. Thad Morgan, Board Chair

Dr. Dan Gesek, Board Member  
Dr. Wade Winker, Board Member  
Dr. David Jaco, Program Director, Fortis  
College

Council members absent:

Mary Jo Richmond

Dr. Larry Nissen, President, Florida Dental  
Association

Dr. Don Erbs, Liaison, Florida Dental  
Association

Staff present:

Michael Flury, Board Counsel  
Cindy Ritter, Program Administrator

Ms. Helen Douglas, Liaison, Florida Dental  
Hygiene Association

Ms. Rory Reese, President, Florida Dental  
Hygiene Association

Others present:

Dr. William Kochenour, Board Member

Dr. Jim Haddix, University of Florida

**REVIEW OF MINUTES FROM JUNE 19, 2007 COMMITTEE MEETING**

The minutes of the June 19, 2007 council meeting were reviewed. A correction was requested to Ms. Fankhauser's name. After review the following action was taken:

Motion: by Ms. Bland to approve the minutes as amended

Second: by Ms. Fankhauser

Vote: unanimous

Dr. Stevens also read from the May 16, 2006 Council minutes regarding DANB certification.

**COUNCIL MEMBER INTRODUCTIONS AND PROFESSIONAL AFFILIATIONS**

Dr. Stevens asked that each council member and advisor briefly identify themselves, where they are employed, how long in dentistry, how long on the Council and who appointed them.

Ms. Bland stated that she is employed by Manatee Technical Institution, an ADA accredited dental assisting program. Kimberly was present during the May 16, 2006 meeting and was appointed by Dr. Hal Haering. She has been in dentistry for approximately 28 years.

Ms. Fankhauser graduated from Manatee Technical Institution in 1998 and received DANB certified dental assistant status at that time. She was appointed to the council in 2006.

Ms. Allen stated she is employed by Indian River State College. She has been department chair for 34 years, a certified dental assistant for 36 years and appointed to the Council by Dr. Joe Thomas.

#### **ITEMS FOR TOPIC DISCUSSION**

##### **Standards for Expanded Duties Permit approval**

Dr. Stevens advised the council she has received 3 programs to review and noted there is no consistency in the applications. The Council agreed that standardization is needed.

##### **On-the-Job Training - Recommended time-period requirement (1 year)**

The Council members discussed the various pathways available. It was suggested that a one year period was necessary to adequately train a dental assistant but after additional discussion, the Council recommended 6 months.

After lengthy discussion, the following action was taken:

Motion: by Ms. Fankhauser to recommend that a dental assistant complete a minimum of 6 months of on-the-job training before enrolling in an expanded duty course

Second: by Ms. Bland

Vote: unanimous

The Council asked the board to clarify that those in training phase may perform tasks under direct supervision.

Motion: by Ms. Bland to recommend that the board establish a minimum time period of on-the-job training that has to be demonstrated prior to enrolling in an expanded function certificate course. In the meantime, all expanded function certificate courses should follow a standardized curriculum. The Florida Allied Dental Educator dental assistant section could develop this.

Second: by Ms. Fankhauser

Vote: unanimous

Ms. Bland recommended that the board establish a maximum amount of time in which an individual can obtain on-the-job training and receive an expanded functions course certificate.

##### **Intent for Permit Holders - Certification of On-the-Job training**

The council gave the opinion that the intent is to certify that the dental assistants have the training; not to train them within the expanded function course.

##### **How many hours are required to confirm competency in all tasks? (32 hours?)**

Dr. Stevens asked that a minimum number of hours be established to confirm competency. It was noted that monitoring of nitrous oxide requires additional training and should not be commingled with the other tasks. The council agreed that infection control and laws and rules should be included as required courses. The council recommended that all employees in a dental office should obtain and maintain CPR certification.

It was felt that student/teacher ratio may play a large role in establishing the number of hours required to confirm competency.

Following discussion, the Council took the following action:

Motion: by Ms. Bland to recommend to the board that all expanded function courses limit their student/teacher ratio to 1 instructor for 10 students

Second: by Ms. Fankhauser

Vote: unanimous

It was suggested that the Florida Allied Dental Educators might be able to come up with a minimum number of hours for the courses.

Instructor qualifications were discussed. It was recommended that instructors be required to have experience as follows: dentists, dental hygienists with a minimum of one year experience as an expanded function dental assistant and expanded function dental assistants with a minimum of 5 years experience.

Motion: by Ms. Bland to recommend that the board establish qualifications for expanded functions instructors; instructors must be a dentist, dental hygienists with a minimum of one year experience as an expanded function dental assistant or expanded function dental assistants with a minimum of 5 years experience.

Second: by Ms. Fankhauser

Vote: unanimous

#### **Laws and Rules - What is the CODA requirement?**

Dr. Stevens stated that the following sections directly apply to dental assistants and should be required in the dental assistant training: 64B5-9, 64B5-16, and 64B5-25.

Motion: by Ms. Bland to recommend to the board that expanded functions courses test student's knowledge in jurisprudence as it applies to board rules and statutes.

Second: by Ms. Fankhauser

Vote: unanimous

Dr. Stevens asked for history behind DANB being eliminated from the board rule. She would like to revisit the issue.

Dr. Stevens asked the Council to consider developing standards for providers of expanded functions courses similar to rules 64B5-12.017 and 64B5-12.0175, FAC. for CE providers.

An update was provided regarding proposed changes to rule 64B5-16.005, FAC, regarding dental assistants performing in-office bleaching. The Joint Administrative Procedures Committee (JAPC) has questioned whether this is a delegable duty. Mr. Flury is in process of trying to resolve this issue with JAPC.

Dr. Stevens asked that the Florida Dental Association support the proposed recommendations and offer training on the laws and rules at their meetings.

It was requested that the Council review the use of digital impressions and define the role of the dental assistant in obtaining digital impressions. It was stated that final impressions must be completed by the dentist, however there seems to be confusion in the field about this.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURNMENT**

The meeting was adjourned at 7:30 p.m.