

**Vermont Board of Dental Examiners
Administrative Rules
Effective: January 15, 2010**

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7.10 How to Become Registered as an Expanded Function Dental Assistant A certified dental assistant or a licensed dental hygienist who has successfully completed a formal program in expanded function duties at a program accredited by the Commission on Dental Accreditation of the American Dental Association may be registered as an expanded function dental assistant.

7.11 Expanded Function Dental Assistants, Training The training program shall have the minimal requirements of 50 hours of didactic training and five weeks of clinical training, followed by six weeks of field training in dental offices, all under supervision of the faculty of the accredited school or its designates.

7.12 Expanded Function Dental Assistants, Scope of Practice

(a) An expanded function dental assistant may perform those functions for which the certified dental assistant or licensed dental hygienist has been trained upon becoming employed by a licensed dentist.

(b) As permitted by statute and these rules an expanded function dental assistant may perform the dental duties for which he or she is trained.

7.13 Dental Assistants, Radiographic Endorsement The Board will issue a radiographic endorsement to an applicant who:

(a) is at least 18 years of age; and

(b) has within the previous ten years, successfully completed a didactic and clinical or practical radiology course provided by a school accredited by the Commission on Dental Accreditation of the American Dental Association. A student enrolled in a radiology course may take radiographs necessary to course completion, in the office of the employing or supervising dentist, but in no event more than 100 radiographs; and

(c) has documented six months lawful employment as a dental assistant, or,

(d) has a radiography endorsement from another U.S. or Canadian jurisdiction having substantially equivalent standards to those of this state.

7.14 Radiology Courses, Advisory Potential applicants, especially those new to Vermont, should be aware that acceptable radiology courses are not frequently offered in Vermont. Finding and taking an acceptable radiology course in another jurisdiction may shorten or eliminate any delay before a radiologic endorsement can be issued.

7.15 Dental Assistants, Certificate Display Dental assistant registration certificates or a photo copy if the dental assistant practices at more than one location, must be conspicuously displayed in the registrant's place(s) of practice. Dental Assistants may black out or cover their residence address if it appears on the certificate.

7.16 Emergency Office Procedures All dental assistants, shall complete emergency office procedures training required in Rule 7.17 within six months of their date of hire.

2014 Expanded Functions Dental Assisting Course Descriptions

Tooth Morphology For Dental Auxiliaries (EFDA Program Prerequisite)

EFDA 200 – Dental Anatomy

EFDA 210 – Advanced Operative Procedures

EFDA 212 – Expanded Functions Laboratory

EFDA 214 – Satellite Clinical Experience

Course Applications:

Tooth Morphology

Expanded Functions (EFDA) Dental Assisting Program

Printable Information (**requires Adobe™ Acrobat Reader*)

CTE EFDA Flyer

2014 Expanded Functions Dental Assisting Financial Information and Important Dates.

- Tuition – \$6,450. The 6 weeks summer training is offered June 23 to August 1, 2014.
- Tooth Morphology Course. This course will be offered on March 10, 11, 12, 2014. This course is a prerequisite to the 6 weeks of didactic instruction offered in the summer of 2014. The cost of the course is \$350.00. Enrollment in the Tooth Morphology course is not a guarantee of acceptance into the EFDA Program. If the applicant is accepted in to the 2014 EFDA Program, the price of the course will be deducted from the tuition.
- Notification of acceptance by March 28, 2014.
- A \$500.00 non-refundable deposit is due by April 25, 2014.
- Full tuition payment is due May 16, 2014.
- Student is eligible for 50% tuition reimbursement if he/she withdraws for a medical emergency (doctor note requested). There will be no refund issued after June 7, 2014.
- Tuition includes textbook and a typodont.
- Loupes will be required for the EFDA Program. A loupe distributor will meet with students during the Tooth Morphology course for those needing to order loupes.
- Enrollment for the 2014 EFDA Program is limited to 12 students. The student must have a sponsoring restorative dentist participate with him/her in the program. The dentist will be responsible for supervising the student's externship. Clinical externship starts immediately following the 6 week didactic session. The student and dentist have until December 31, 2014 to complete the required clinical competencies. A bench test will be administered in January 17, 2015. A certificate of completion will be awarded upon successful completion of this course so the student can apply for a state endorsement.
- There will be a **MANDATORY Satellite Guidelines Meeting for both sponsoring dentists and the EFDA candidates** on June 17, 2014 at Vermont Dental Care, Winooski, VT. EFDA candidates will observe an EFDA practicing in the clinical setting and the sponsoring dentists will meet with Dr. Chuck Seleen to discuss the student externship section of the EFDA Program. Directly following, candidates and their sponsoring dentists will meet at the CTE Dental Clinic to tour the facility and discuss expectations.

Commission on Dental Accreditation

Accreditation Standards for Dental Assisting Education Programs

Accreditation Standards for Dental Assisting Education Programs

**Commission on Dental Accreditation
American Dental Association
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Chicago, Illinois 60611
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www.ada.org**

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American Dental Association

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k. Clean and polish removable dental appliances

Advanced/Expanded Dental Assisting Functions

- 2-10** Where graduates of a CODA-accredited program are authorized to perform additional functions defined by the program's state-specific dental board or regulatory agency, program curriculum must include content at the level, depth, and scope required by the state. Further, curriculum content must include didactic and laboratory/preclinical objectives for the additional dental assisting skills and functions. Students must demonstrate laboratory/preclinical competence in performing these skills in the program facility prior to clinical practice.

Intent:

Functions allowed by the state dental board or regulatory agency for dental assistants are taught and evaluated at the depth and scope required by the state. The inclusion of additional functions does not compromise the length and scope of the educational program or content required in the Accreditation Standards.

Examples of evidence may include but are not limited to:

- a. Place and/or remove retraction cord
- b. Take final impressions
- c. Place, pack, finish restorations
- d. Perform polishing of coronal surfaces of teeth
- e. Perform pit and fissure sealant application
- f. Perform cement removal
- g. Perform restoration polishing
- h. Perform monitoring and/or administration of Nitrous Oxide-Oxygen analgesia
- i. Remove sutures
- j. Perform pulp vitality tests
- k. Place and remove periodontal dressing
- l. Perform orthodontic functions

- 2-11** Students must demonstrate competence in the knowledge at the familiarity level in dental practice management:

- a. Computer and dental software
- b. Business ethics and jurisprudence
- c. Business oral and written communications
- d. Inventory systems and supply ordering
- e. Maintenance and retention of business records
- f. Management of patient information
- g. Recall systems

Biomedical Sciences

- 2-12** The biomedical science aspect of the curriculum must include content at the in-depth level in bloodborne pathogens and hazard communications standards and content must be integrated throughout the didactic, preclinical, laboratory and clinical components of the curriculum.

Intent:

The biomedical sciences provide a basic understanding of body structure and function; disease concepts; and dietary considerations of the dental patient.

Dental Sciences

Intent:

Dental science content provides the student with an understanding of materials used in intra-oral and laboratory procedures, including experience in their manipulation; an understanding of the development, form and function of the structures of the oral cavity and of oral disease; pharmacology as they relate to dental assisting procedures; and scientific principles of dental radiography.

- 2-13** The dental science aspect of the curriculum must include content at the familiarity level in:
- a. Oral pathology
 - b. General anatomy and physiology
 - c. Microbiology
 - d. Nutrition
 - e. Pharmacology to include:
 - i. Drug requirements, agencies, and regulations
 - ii. Drug prescriptions
 - iii. Drug actions, side effects, indications and contraindications
 - iv. Common drugs used in dentistry
 - v. Properties of anesthetics
 - vi. Drugs and agents used to treat dental-related infection

- 2-14** The dental science aspect of the curriculum must include content at the in-depth level in oral anatomy.

Intent:

Content in oral anatomy should include oral histology and oral embryology

- 2-15** The curriculum must include content at the in-depth level in dental materials. Students must demonstrate knowledge of the properties, and competence in the uses and manipulation of, dental materials to include:

- a. Gypsum
- b. Restorative materials
- c. Dental cements
- d. Impression materials
- e. Acrylics and or thermoplastics
- f. Waxes
- g. Fabrication of casts, temporary crown and/or bridge
- h. Abrasive agents used to polish coronal surfaces and appliance
- i. Study casts/occlusal registrations

2-16 The curriculum must include content at the in-depth level in dental radiology. Students must demonstrate knowledge and skills to produce diagnostic dental image surveys on manikins. Prior to exposing dental images on patients, students must demonstrate competence in:

- a. Radiation health protection techniques,
- b. Processing procedures,
- c. Anatomical landmarks and pathologies,
- d. Mounting survey of dental images, and
- e. Placing and exposing dental images on manikins

2-17 Prior to exposing dental images during extramural clinical assignments, students must demonstrate competence, under faculty supervision, in exposing diagnostically acceptable full-mouth dental image surveys on a minimum of two patients in the program, or contracted facility.

Clinical and Behavioral Sciences

2-18 The curriculum must include didactic content at the in-depth level to include:

- a. General dentistry
- b. Dental specialties
- c. Chairside assisting
- d. Dental-related environmental hazards
- e. Preventive dentistry
- f. Management of dental and medical emergencies

Intent:

Content provides background for preclinical and clinical experiences.

2-19 The program must demonstrate effectiveness in creating an academic environment that supports ethical and professional responsibility to include:

- a. Psychology of patient management and interpersonal communication
- b. Legal and ethical aspects of dentistry

Intent:

Faculty, staff and students should know how to draw on a range of resources such as professional codes, regulatory law and ethical theories to guide judgment and action for issues that are complex, novel, ethically arguable, divisive or of public concern.

Examples of evidence may include:

- Faculty, student, staff membership and participation in dental professional organizations, e.g., American Dental Assistants Association, American Dental Education Association, American Dental Association
- Professional Code of Conduct
- State Dental Practice Act
- Student Handbook
- Professional and ethical expectations

- 2-20 The dental assisting program must provide opportunities and encourage students to engage in service and/or community-based learning experiences.**

Intent:

Community-based experiences are essential to develop dental assistants who are responsive to the needs of a culturally diverse population.

Examples of evidence may include:

- Service hours
- Volunteer activities

Clinical Externship Experience

- 2-21 Clinical experience assisting a dentist must be an integral part of the educational program designed to perfect students' competence in performing chairside assisting functions, rather than to provide basic instruction. Students must have a minimum of 300 hours of clinical experience.**

Examples of evidence to demonstrate compliance may include:

- Attendance logs
- Time-sheets
- Clinical rotation schedule
- Student journals

- 2-22 Each student must be assigned to two or more offices or clinics for clinical experience and assisting in general dentistry situations is emphasized.**

- 2-23 The major portion of the students' time in clinical assignments must be spent assisting with, or participating in, patient care.**

- 2-24 The dental assisting faculty must plan, approve, supervise, and evaluate the student's clinical experience, and the following conditions must be met:**
- a. A formal agreement exists between the educational institution and the facility providing the experience**
 - b. The program administrator retains authority and responsibility for the student**
 - c. Policies and procedures for operation of the facility are consistent with the philosophy and objectives of the dental assisting program.**
 - d. The facility accommodates the scheduling needs of the program**
 - e. Notification for termination of the agreement ensures that instruction will not be interrupted for currently assigned students**
 - f. Expectations and orientation are provided to all parties prior to student assignment**

2-25 Students must maintain a record of their activities in each clinical assignment.

2-26 During the clinical phase of the program, program faculty must conduct seminars periodically with students for discussion of clinical experiences.

Intent:

Seminar discussions provide students with opportunities to share clinical experiences with other students and faculty.

2-27 When clinical experience is provided in extramural facilities, dental assisting faculty must visit each facility to assess student progress. Budgetary provisions must be made to support faculty travel.

2-28 Objective evaluation criteria must be utilized by faculty and office or clinical personnel to evaluate students' competence in performing specified procedures during clinical experience.