

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/credential required for each level of dental assisting.




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

Chart 2



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




The numbers next to each task correspond to the 70 numbered tasks that were identified and used in the DANB/ADAA Core Competency Study. Tasks that are not numbered do not directly match one of the 70 tasks, yet are identified by the state in the practice act. A full list of those tasks form your state's chart.



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

Education/Training/ Credential Required	Job Title According to State of MI	Proposed Standardized National Job Titles (see below)	Radiology Requirements	Functions NOT Permitted by Dental Assistants in MI
<p>To perform the expanded functions listed on the opposite page under the direct supervision of a licensed dentist in the state of Michigan, a Registered Dental Assistant must be licensed by the Michigan Board of Dentistry.</p> <p>To obtain a license, one must:</p> <ul style="list-style-type: none"> Be licensed as a Registered Dental Assistant (<i>see below</i>) <p>AND</p> <ul style="list-style-type: none"> Complete a course in the desired functions at a CODA-accredited dental assisting program meeting board requirements 	<p>Registered Dental Assistant <i>qualified in expanded functions</i></p>	<p>Expanded Functions Dental Assistant (EFDA)</p>	<p>To legally operate dental x-ray equipment and perform dental radiologic procedures in the state of Michigan, a dental assistant <i>must</i> successfully complete a course in dental radiography that is substantially equivalent to a course taught in a CODA-accredited program.</p>	<p>The following functions are not permitted by any level of dental assistant:</p> <p>46. Taking impressions for any purpose other than study or opposing models</p> <ul style="list-style-type: none"> Diagnosing, or prescribing for, any of the following: disease, pain, deformity, deficiency, injury, or physical condition Cutting of hard and soft tissue Removal of any of the following: accretions, stains, or calculus deposits Deep scaling Root planing Any intra-oral restorative procedures Administration of any of the following: local anesthesia, nitrous oxide analgesia, or acupuncture Irrigation and medication of root canals, try-in of cones or points, filling, or filling of root canals Permanent cementation of any restoration or appliance
<p>To become licensed as a Registered Dental Assistant (RDA) in the state of Michigan, one must:</p> <ul style="list-style-type: none"> Receive a degree or certificate of dental assisting from an accredited program of dental assisting meeting Michigan board requirements <p>AND</p> <ul style="list-style-type: none"> Pass the Michigan board comprehensive and clinical exam or pass an equivalent exam in another state (proof of out-of-state licensure required) <p>AND</p> <ul style="list-style-type: none"> Apply for a license to the Michigan Board of Dentistry 	<p>Registered Dental Assistant (RDA)</p>	<p>DANB Certified Dental Assistant (CDA) or Registered Dental Assistant (RDA)</p>	<p> The ADAA/DANB Alliance developed a listing of standardized job titles (left) based on its national Core Competency Study conducted from 2002-05.</p>	
<p>A dental assistant in the state of Michigan may perform basic supportive dental procedures (see opposite page) specified by the state dental practice act under the direct or general 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>Dental Assistant</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 Competency 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 MI	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)
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Registered
Dental
Assistant
*qualified in
expanded
functions*

Under Direct Supervision*

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| <p>12, 51. Place, condense, and carve amalgam restorations
46. Take final impressions for indirect restorations</p> | <p>59. Monitor the administration of nitrous oxide analgesia</p> |
|---|--|

Under Direct Supervision*

- | | |
|--|---|
| <p>13. Removal of sutures
29, 47, 54. Temporary cementation and removal of temporary crowns and bands
35, 62. Placement and removal of periodontal dressings</p> | <ul style="list-style-type: none"> • Polishing specific teeth with a slow-speed rotary handpiece immediately before procedures that require acid etching, for placement of sealants, placement of resin-bonded orthodontic appliances, and placement of direct restorations by the dentist |
|--|---|

Under General Supervision*

- | | | |
|---|---|--|
| <p>1-2. Mouth mirror inspection of oral cavity, including chartings of lesions, existing restorations, missing teeth, and classification of occlusion
6. Placing and packing nonepinephrine retraction cords
14. Drying endodontic canals with absorbent points
18. Application of anticariogenics after oral prophylaxis, when ordered by a licensed dentist</p> | <p>27. Placement and removal of rubber dam
29. Sizing of temporary crowns and bands
34. Applying cavity liners and bases
44. Taking an impression for orthodontic appliances, mouth guards, bite splints, and bleaching trays
45. Placing and removing matrices and wedges
49. Performing pulp vitality testing</p> | <p>50, 54. Placement and removal of nonmetallic temporary restorations
61. Removing excess cement from supragingival surfaces of a tooth with non-rotary instruments</p> <ul style="list-style-type: none"> • Applying desensitizing agents • Etching and placing adhesives prior to placement of orthodontic brackets |
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Under Direct Supervision*

15. Placement and removal of orthodontic separators
15. Placement and removal of orthodontic elastics, ligatures, and arch wires

Under General Supervision*

- | | | |
|---|---|---|
| <p>22. Operation of dental radiographic equipment (<i>see "Radiology Requirements" on previous page</i>)
26. Instructing in the use and care of dental appliances</p> | <p>29. Trial sizing of orthodontic bands
44. Making impressions for study and opposing models</p> | <p>56. Application of topical anesthetic solutions (non-aerosol)</p> <ul style="list-style-type: none"> • Holding the matrix for anterior resin restorations |
|---|---|---|

Registered
Dental
Assistant
(RDA)

Dental
Assistant

***Direct Supervision:** A dentist complies with all of the following: designates a patient of record upon whom the procedures are to be performed and describes the procedures to be performed; examines the patient before prescribing the procedures to be performed and upon completion of the procedures; and is physically present in the office at the time the procedures are being performed.

General Supervision: A dentist complies with all of the following: designates a patient of record upon whom services are to be performed; and is physically present in the office at the time the procedures are being performed.

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 Competency 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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