



2018 Allowable and Prohibited Duties for Dental Assistants: Maine



How to Use the Following Charts

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.

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

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



Arizona		State approval 1/6/17	
Education/Training/Credential Required	Job Title Assigned by State (JA)	Proposed Function/Job Title	Functions Not Permitted by State (N/A)
<p>To perform specified restorative functions in Arizona under the supervision of a licensed dentist, a dental assistant must hold an Arizona Registered Function or Restorative Certificate. To qualify, one must:</p> <ul style="list-style-type: none"> Pass the Arizona Council on Dental Practice (ACDP) Restorative Certificate exam. Successfully complete an EPA training course approved by the Arizona State Board of Dental Examiners (ASBDE) or a Commission on Dental Accreditation (CODA)-accredited program. Hold DANB's AAMP, TMP and AAD. Under the supervision of a licensed dentist, perform restorative procedures equivalent to the ASBDE (Level 1) and Level 20 restorative and other restorative procedures, including the preparation of the tooth by a licensed dentist and placement of these procedures on a Licensed Dental Employment form. Hold the DANB for Arizona Restorative Certificate. <p>To perform coronal polishing procedures in Arizona under the general supervision of a licensed dentist, a dental assistant must hold the Arizona Coronal Polishing Certificate.</p> <p>To qualify, one must:</p> <ul style="list-style-type: none"> Pass the Dental Assisting National Board (DANB) Coronal Polishing Certificate exam. Hold DANB's AAMP, TMP and AAD. Under the supervision of a licensed dentist, perform coronal polishing procedures on a Licensed Dental Employment form. <p>Functions in this state that result in the issuance of a DANB Restorative Certificate or Coronal Polishing Certificate are not subject to the DANB/ADAA Core Competencies Study.</p>	<p>Dental Assistant</p> <p>Dental Assistant</p> <p>Dental Assistant</p> <p>Dental Assistant</p>	<p>In order to legally operate dental x-ray equipment and perform dental radiographic procedures in Arizona, a dental assistant must have a current restorative certificate in radiology. To obtain a certificate, one must:</p> <ul style="list-style-type: none"> Pass the national DANB Radiation Safety and Health (RSH) exam. Hold DANB's AAMP, TMP and AAD. Successfully complete an EPA training course approved by the Arizona State Board of Dental Examiners (ASBDE) or a Commission on Dental Accreditation (CODA)-accredited program. <p>Functions listed with numbers are part of the state's practice act but are not specific matches to DANB/ADAA.</p>	<p>The following functions are not permitted by any level of dental assisting:</p> <ul style="list-style-type: none"> 46. Taking full impressions for any activating orthodontic appliances, fixed or removable prosthetics. 51. Introral carrying of dental radiographs or "processors" A procedure which by law only a licensed dentist can perform. Any procedure which requires: <ul style="list-style-type: none"> • A dental radiograph or certified denturist can perform. • Prior job registration. • An irrevocable procedure. <p>* Under a new Arizona law passed in the 2015 legislative session, a dental assistant who has met the requirements for an Registered Function or Restorative Certificate, issued by the ASBDE:</p> <ul style="list-style-type: none"> • May perform any procedure not specifically prohibited by the ASBDE. • May perform any procedure not specifically prohibited by the ASBDE.



The numbers next to each task correspond to the 70 numbered tasks that were identified and used in the DANB/ADAA Core Competencies 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 follow your state's chart.

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

If your state's dental practice act specifically defines levels of supervision, the state-specific definition is noted below the chart. See Appendix B for more information about supervision.

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.

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Education/Training/ Credential Required	Job Title* According to State of ME	Proposed Standardized National Job Titles (see below)	Radiography Requirements	Functions NOT Permitted by Dental Assistants in ME
<p>To practice expanded function dental assisting under the direct supervision of a licensed dentist in Maine, an applicant must be licensed as an Expanded Function Dental Assistant (EFDA).</p> <p>To qualify, one must:</p> <ul style="list-style-type: none"> Be at least 18 years of age AND Be currently certified in CPR AND Hold a high school diploma or its equivalent AND Be a current DANB CDA <i>or</i> be a current Registered Dental Hygienist (RDH) AND Successfully complete a formal program in EFDA approved by the Maine Board of Dental Practice (MBDP) at a CODA-accredited program or equivalent, as determined by the MBDP OR Be credentialed to perform as an expanded function dental assistant by another state or Canadian province whose standards are acceptable to the MBDP AND Successfully complete (grade of 90 percent) the MBDP's jurisprudence exam AND Submit an application and pay applicable fee to the MBDP. <p><i>Please note: The Maine legislature enacted a new Dental Practice Act during the 2016 legislative session. The Maine Board of Dental Practice is in the process of updating its rules to conform to the new law. The requirements above are found in 32 MRS §18344 and Board Rule, Chapter 2.</i></p>	<p>Expanded Function Dental Assistant (EFDA)</p> <p><i>Note: See page 58 for information about allowable functions for Expanded Function Dental Assistants (EFDAs) in Maine.</i></p>	<p>Expanded Functions Dental Assistant (EFDA)</p> <p>DANB Certified Dental Assistant (CDA) or Registered Dental Assistant (RDA)</p>	<p>To practice dental radiography in Maine under the general supervision of a licensed dentist, an individual <i>must</i> be licensed as a Dental Radiographer by the Maine Board of Dental Practice (MBDP).</p> <p>To qualify, an individual must:</p> <ul style="list-style-type: none"> Be at least 18 years of age AND Be currently certified in CPR AND Hold a high school diploma or its equivalent AND Successfully complete the national DANB Radiation Health and Safety (RHS) or Certified Dental Assistant (CDA) exam OR Provide official transcript showing proof of completion of a dental radiography course within a CODA-accredited dental assisting program, which included a dental radiography exam Successfully complete (grade of 85 percent) the MBDP's jurisprudence exam AND Submit an application and pay applicable fee to the MBDP <p><i>Please note: The Maine legislature enacted a new Dental Practice Act during the 2016 legislative session. The Maine Board of Dental Practice is in the process of updating its rules to conform to the new law. The requirements above are found in 32 MRS §18343 and Board Rule, Chapter 10.</i></p>	<p>The following functions are not permitted by an Expanded Function Dental Assistant (EFDA):</p> <ul style="list-style-type: none"> Complete or limited examination, diagnosis or treatment planning Surgical or cutting procedures of hard or soft tissue Prescribing drugs, medicaments or work authorizations Pulp capping, pulpotomy or other endodontic procedures Placement and intraoral adjustments of fixed or removable prosthetic appliances Administration of local anesthesia, parenteral or inhalation sedation or general anesthesia
<p>A dentist in Maine may delegate to an unlicensed person basic supportive dental procedures specified by board statute (see opposite page), performed under the supervision of the licensed dentist.</p> <p>If the unlicensed person has successfully passed a certification examination administered by a national dental assisting board (such as DANB's CDA certification exam), the dentist may delegate to that unlicensed person the additional activities listed on the next page, as long as these activities are performed under the dentist's general supervision.</p> <p>Dentists must ensure that all dental personnel complete Basic Life Support for Healthcare Providers (BLS) certification and maintain current BLS certification when utilizing, administering, or monitoring local anesthesia, nitrous oxide analgesia, minimal sedation, moderate sedation, deep sedation, or general anesthesia.</p>	<p>Unlicensed Person</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> <p>These state templates reflect the work 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>	

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Job Title
According to
State of ME

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)

Please note: The following lists of allowable functions for unlicensed persons and EFDAs are reproduced as closely as possible from Title 32, Chapter 143, Sections 18371 and 18373 of the Maine Revised Statutes. Any differences in language between the lists reproduced here and those found in statute are inadvertent. Please consult the State's official copy of the statute at <http://legislature.maine.gov/legis/statutes/32/title32ch143sec0.html> to verify the accuracy of any information presented here.

Note: See next page for information about allowable functions for Expanded Function Dental Assistants (EFDAs) in Maine.

Under General Supervision* (As listed in 32 MRS §18371(3)(B))

If the unlicensed person has successfully passed a certification examination administered by a national dental assisting board (such as DANB's CDA certification exam)

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| 50. Place temporary fillings on an emergency basis as long as the patient is informed of the temporary nature of the fillings | 61. Remove excess cement from the supragingival surfaces of teeth |
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Under Direct Supervision* (As listed in 32 MRS §18371(3)(C))

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| <p>6. Remove gingival retraction cord</p> <p>12. Deliver, but not condense or pack, amalgam or composite restoration material</p> <p>14. Irrigate and dry root canals</p> <p>15. Place wires, pins and elastic ligatures to tie in orthodontic arch wires that have been fitted and approved by the dentist at the time of insertion</p> <p>15. Place elastics and instruct in their use</p> <p>27. Place and remove rubber dams</p> <p>28, 44. Take impressions for opposing models and retainers</p> <p>29. Perform preliminary selection and fitting of orthodontic bands, with final placement and cementing in the patient's mouth by the dentist</p> <p>34. Apply cavity varnish</p> <p>42. Place or remove temporary separating devices</p> <p>43. Select and try in stainless steel or other preformed crowns for insertion by the dentist</p> <p>44. Take impressions for single-arch athletic mouth guards, bleaching trays, custom trays and fluoride trays</p> <p>45. Place and remove matrix bands</p> <p>47. Fabricate temporary crowns and bridges, limiting handpiece rotary instrumentation used in the fabrication only to extraoral use, as long as the dentist checks the occlusion and fit prior to releasing the patient</p> | <p>47. Place and cement temporary crowns with temporary cement</p> <p>48. Isolate the operative field</p> <p>49. Perform cold vitality testing with confirmation by the dentist</p> <p>49. Perform electronic vitality scanning with confirmation by the dentist</p> <p>56. Apply liquids, pastes and gel topical anesthetics</p> <p>61. Remove excess cement from the supragingival surfaces of teeth</p> <ul style="list-style-type: none"> • Place, hold or remove celluloid and other plastic strips prior to or subsequent to the placement of a filling by the dentist • Place and remove wedges • Remove orthodontic archwires and tension devices and any loose bands or bonds, but only as directed by the dentist • Take intraoral measurements and make preliminary selection of arch wires and intraoral and extraoral appliances, including headgear • Reapply, on an emergency basis only, orthodontic brackets • Assist a dentist who provides orthodontic services in preparation of teeth for attaching, bonding, cementing fixed appliances in a manner appropriate, and according to manufacturer's directions | <ul style="list-style-type: none"> • Record readings with a digital caries detector and report them to the dentist for interpretation and evaluation • Remove composite material using slow-speed instrumentation for de-bonding brackets, as long as the dentist conducts a final check prior to release of the patient • Prepare tooth sites and surfaces with a rubber cup and pumice for banding or bonding of orthodontic brackets; this procedure may not be intended or interpreted as an oral prophylaxis, which is a procedure specifically reserved to be performed by dental hygienists or dentists; this procedure also may not be intended or interpreted as a preparation for restorative material; a dentist or dental hygienist shall check and approve the procedure |
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Under General Supervision* (As listed in 32 MRS §18371(3)(A))

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| <p>13. Remove sutures and schedule a follow-up appointment with the dentist within 7-10 days of suture removal</p> <p>24. Give oral health instructions</p> <p>26. For instruction purposes, demonstrate to a patient how the patient should place and remove removable prostheses, appliances or retainers</p> <p>35, 62. Place and remove periodontal dressing.</p> <p>37. Take and record the vital signs of blood pressure, pulse and temperature</p> | <p>44. Take and pour impressions for study casts</p> <p>47. Place and recement with temporary cement an existing crown that has fallen out as long as the dental assistant promptly notifies the dentist this procedure was performed so that appropriate follow-up can occur</p> <p>48. Retract lips, cheek, tongue and other tissue parts</p> <p>48. Irrigate and aspirate the oral cavity</p> <ul style="list-style-type: none"> • Perform dietary analyses for dental disease control • Take intraoral photographs | <ul style="list-style-type: none"> • Take dental plaque smears for microscopic inspection and patient education • For the purpose of eliminating pain or discomfort, remove loose, broken or irritating orthodontic appliances • Change/replace dry socket packets after diagnosis and treatment planned by a dentist • Pour and trim dental models |
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*Direct Supervision means the supervision required by the board by rule of those tasks and procedures requiring the physical presence of the supervisor in the practice setting at the time such tasks or procedures are being performed. In order to provide direct supervision of patient treatment, the supervisor must at least diagnose the condition to be treated, authorize the treatment procedure prior to implementation and examine the condition after treatment and prior to the patient's discharge.

General Supervision means the supervision required by the board by rule of those tasks and procedures when the physical presence of the supervisor is not required in the practice setting while procedures are being performed.

Unlicensed
Person

Maine

Job Title
According to
State of ME

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)

Please note: The following lists of allowable functions for EFDAs are reproduced as closely as possible from Title 32, Chapter 143, Section 18373 of the Maine Revised Statutes. Any differences in language between the lists reproduced here and those found in statute are inadvertent. Please consult the State's official copy of the statute at <http://legislature.maine.gov/legis/statutes/32/title32ch143sec0.html> to verify the accuracy of any information presented here.

Under Direct Supervision* (As listed in 32 MRS §18373(1))

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| <p>6. Place and remove retraction cord.</p> <p>9, 33. Supragingival polishing: A dentist or a dental hygienist must first determine that the teeth to be polished are free of calculus or other extraneous material prior to polishing; dentists may permit an EFDA to perform supragingival polishing using only a slow-speed rotary instrument and rubber cup; dentists may allow an EFDA to use high-speed, power-driven handpieces or instruments to contour or finish newly-placed composite material</p> <p>12, 33. Place and contour amalgam, composite and other restorative materials prior to the final setting and/or curing of the material</p> <p>14. Irrigate and dry root canals</p> <p>15. Place wires, pins and elastic ligatures to tie in orthodontic arch wires that have been fitted and approved by the dentist at the time of insertion</p> <p>15. Place elastics and instruct in their use</p> <p>18. Apply topical fluorides recognized for the prevention of dental caries</p> <p>27. Place and remove rubber dams</p> <p>28, 44. Take impressions for opposing models and retainers</p> <p>29. Perform preliminary selection and fitting of orthodontic bands, with final placement and cementing in the patient's mouth by the dentist</p> <p>29. Size, place and cement or bond orthodontic bands and brackets with final inspection by the dentist</p> <p>34. Apply cavity varnish</p> <p>34. Apply cavity liners and bases as long as: 1) the dentist has ordered the cavity liner or base; 2) the dentist has checked the cavity liner or base prior to the placement of the restoration; and 3) the dentist has checked the final restoration prior to patient dismissal</p> | <p>35, 62. Place and remove periodontal dressing</p> <p>40. Apply pit and fissure sealants after an evaluation of the teeth by the dentist at the time of sealant placement</p> <p>42. Place or remove temporary separating devices</p> <p>43. Select and try in stainless steel or other preformed crowns for insertion by the dentist</p> <p>44. Take and pour impressions for bleaching trays, athletic mouth guards, provisional or temporary crowns, bridges, and custom trays and fluoride trays</p> <p>45. Place and remove matrix bands</p> <p>47. Fabricate temporary crowns and bridges, limiting handpiece rotary instrumentation used in the fabrication only to extraoral use, as long as the dentist checks the occlusion and fit prior to releasing the patient</p> <p>47, 54. Cement provisional/temporary crowns and bridges and remove excess cement</p> <p>48. Isolate the operative field</p> <p>49. Perform cold vitality testing with confirmation by the dentist</p> <p>49. Perform electronic vitality scanning with confirmation by the dentist</p> <p>49. Perform tooth vitality tests</p> <p>56. Apply liquids, pastes and gel topical anesthetics</p> <ul style="list-style-type: none"> • Apply supragingival desensitizing agents to an exposed root surface and/or dentinal surface of teeth • Record readings with a digital caries detector and report them to the dentist for interpretation and evaluation • Place, hold or remove celluloid and other plastic strips prior to or subsequent to the placement of a filling by the dentist • Place and remove wedges | <ul style="list-style-type: none"> • Remove orthodontic archwires and tension devices and any loose bands or bonds, but only as directed by the dentist • Take intraoral measurements and make preliminary selection of arch wires and intraoral and extraoral appliances, including headgear • Reapply, on an emergency basis only, orthodontic brackets • Assist a dentist who provides orthodontic services in preparation of teeth for attaching, bonding, cementing fixed appliances in a manner appropriate, and according to manufacturer's directions • Remove composite material using slow-speed instrumentation for debonding brackets, as long as the dentist conducts a final check prior to release of the patient • Prepare tooth sites and surfaces with a rubber cup and pumice for banding or bonding of orthodontic brackets; this procedure may not be intended or interpreted as an oral prophylaxis, which is a procedure specifically reserved to be performed by dental hygienists or dentists; this procedure also may not be intended or interpreted as a preparation for restorative material; a dentist or dental hygienist shall check and approve the procedure |
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Under General Supervision* (As listed in 32 MRS §18373(2))

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| <p>13. Remove sutures and schedule a follow-up appointment with the dentist within 7-10 days of suture removal</p> <p>24. Give oral health instructions</p> <p>26. For instruction purposes, demonstrate to a patient how the patient should place and remove removable prostheses, appliances or retainers</p> <p>35, 62. Place and remove periodontal dressing</p> <p>37. Take and record the vital signs of blood pressure, pulse and temperature</p> <p>44. Take and pour impressions for study casts</p> | <p>47. Place and recement with temporary cement an existing crown that has fallen out as long as the dental assistant promptly notifies the dentist this procedure was performed so that appropriate follow-up can occur</p> <p>48. Irrigate and aspirate the oral cavity</p> <p>48. Retract lips, cheek, tongue and other tissue parts</p> <p>50. Place temporary fillings on an emergency basis, provided that the patient is informed of the temporary nature of the fillings</p> <p>61. Remove excess cement from the supragingival surfaces of teeth</p> | <ul style="list-style-type: none"> • Change or replace dry socket packets after diagnosis and treatment planned by a dentist • For the purpose of eliminating pain or discomfort, remove loose, broken or irritating orthodontic appliances • Perform dietary analyses for dental disease control • Pour and trim dental models • Take dental plaque smears for microscopic inspection and patient education • Take intraoral photographs |
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*Direct Supervision

means the supervision required by the board by rule of those tasks and procedures requiring the physical presence of the supervisor in the practice setting at the time such tasks or procedures are being performed. In order to provide direct supervision of patient treatment, the supervisor must at least diagnose the condition to be treated, authorize the treatment procedure prior to implementation and examine the condition after treatment and prior to the patient's discharge.

General Supervision

means the supervision required by the board by rule of those tasks and procedures when the physical presence of the supervisor is not required in the practice setting while procedures are being performed.

Expanded
Function
Dental
Assistant
(EFDA)