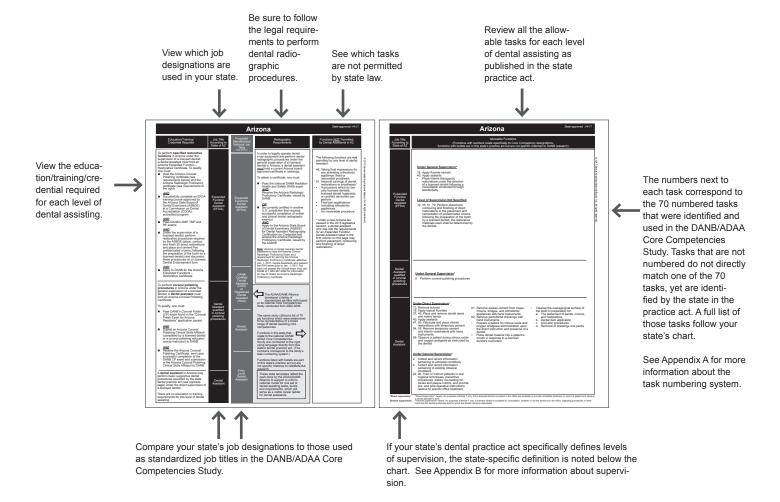


# 2018 Allowable and Prohibited Duties for Dental Assistants: Massachusetts



# How to Use the Following Charts



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 MA

Certified

Assistant

(CA)

or

Formally

Trained

Dental

Assistant

(FTDA)

Dental

Assistant

Trained

on the Job

(OJT)

# Proposed Standardized National Job

**Massachusetts** 

# Radiography Requirements

#### Functions NOT Permitted by Dental Assistants in MA

#### To qualify as an Expanded Function Dental Assistant (EFDA), one must:

Be 18 years of age and of good moral character

Hold any of the following national DANB certifications: CDA, COA, CPFDA or CRFDA; or certification from another Board-approved certifying body at the time of registration

Complete a formal program in the Massachusetts delegable expanded functions at a CODAaccredited program

#### <u>AND</u>

Hold current certification in CPR/AED for the Professional Rescuer from the American Red Cross or BLS from the American Heart Association

Apply to the MA Board of Registration in Dentistry for registration.

To qualify as a Formally Trained Dental Assistant (FTDA), one must:

- Be 18 years of age and of good moral character
- Complete a dental assisting program accredited by CODA or authorized, approved, accredited, licensed or certified by the Massachusetts Department of Higher Education (DHE), or the New England Association of Schools and Colleges (NEASC) or both

Hold current certification in CPR/AED for the Professional Rescuer from the American Red Cross or BLS from the American Heart Association

Apply to the MA Board of Registration in Dentistry for registration.

To qualify as a Certified Assistant (CA), one must:

- Be 18 years of age and of good moral character

Hold any of the following national DANB certifications: CDA, COA, CPFDA or CRFDA; or certification from another Board-approved certifying body at the time of registration

Hold current certification in CPR/AED for the Professional Rescuer from the American Red Cross or BLS from the American Heart Association

Apply to the MA Board of Registration in Dentistry for registration

To qualify as a Dental Assistant Trained on the Job

Be 18 years of age, of good moral character, and not licensed as a dentist or dental hygienist

#### AND

Complete a course in infection control/CDC guidelines\*

## AND

Hold current certification in CPR/AED for the Professional Rescuer from the American Red Cross or BLS from the American Heart Association

#### <u>AND</u>

Apply to the MA Board of Registration in Dentistry for registration.

A person who is at least 18 years of age and who has not previously been licensed as a dental assistant, dental hygienist, or dentist may undergo unlicensed on-the-job training for a one-time period of up to six consecutive months. Prior to commencing training, the prospective dental assistant must complete infection control education and must submit a notice of intent to the MA Board of Registration in Dentistry containing information required by the Board.

Titles (see below)

Expanded Function Dental Assistant (EFDA)

Expanded Functions Dental Assistant (EFDA)

To take dental radiographs

under the supervision of a

dentist, a dental assistant must Be an on on-the-job trained

Dental Assistant (OJT) AND Complete a course in

radiological techniques and safeguards <u>AND</u>

Pass the DANB Radiation Health and Safety (RHS) exam or other exam approved by the Massachusetts Board of Registration in Dentistry, within one year of the course completion

OR Be a Massachusetts **Expanded Function Dental** Assistant (EFDA), Certified Assistant (CA), or Formally Trained Dental Assistant (FTDA)

AND
Successfully complete a course with a curriculum that complies with Commission on Dental Accreditation (CODA) standards for radiological techniques and safeguards in dentistry

The following functions are not permitted by any level of dental

- Perform and record charting of the oral cavity and surrounding structures, including but not limited to existing dental restorations, lesions, and periodontal
- probing depths

  20. Perform sub-gingival and supra-gingival scaling

  29. Perform final positioning and attachment of orthodontic
- bonds and bands
- Take final impressions for fixed and removable prosthetic restoration of teeth or oral structures
- 49. Perform pulp testingPerform final diagnoses and
- treatment planning Perform surgical or cutting procedures on hard or soft
- Prescribe or parenterally administer drugs or medicaments

tissue

- Prescribe dental lab work orders for any appliance or prosthetic device or restoration to be inserted into a patient's mouth
- Operate high speed rotary instruments in the mouth
- Perform pulp-capping procedures
- Perform final cementation of crowns and bridges
- Perform preliminary evaluation to determine needed dental hygiene services
- Make referrals to dentist, physicians and other práctitioners in consultation with a dentist
- Conduct dental screenings
- Evaluate radiographs for provision of dental hygiene . services
- Perform minor emergency denture adjustments in nursing homes or other residential or long-term care facilities
- Perform minor emergency dental adjustments
- Administer local anesthesia
- Perform gross debridement and/or scaling and root planing Perform root planing and
- curettage
- Prepare and perform oral cytological smears or studies
- Use diagnostic and
- periodontic non-cutting lasers Perform polishing of amalgam
- restorations Perform micro disk
- identification applications Perform periodontal charting
- Irrigate root canals

DANB Certified Dental Assistant (CDA) or Registered Dental Assistant (RDA)



The ADAA/DANB Alliance developed a listing of standardized job titles (left) based on its national Core

Competencies Study conducted from 2002-2005.

The same study utilized a list of 70 iob functions which were determined to be representative of a broad range of dental assisting core competencies.

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.)

Dental Assistant

Functions listed with bullets are part of this state's practice act but are not specific matches to DANB/ADAA research.

Entry Level Dental 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.

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## **Massachusetts**

Job Title According to State of MA 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)

#### With Immediate Supervision\*

- 12, 33. Place restorative materials in tooth for condensation and finishing by the
- Dry root canals with paper points
- 34. Apply cavity varnish, liner(s) and bonding agents
- 43. Select and adapt stainless steel crowns or other pre-formed crown for insertion by dentist
- Removal of implant healing caps/cover screws for restorative procedures
- 59. Assist or monitor nitrous oxide

#### Under supervision of a dentist holding a deep sedation/general anesthesia permit

Assist in anesthesia administration, including patient monitoring (must be appropriately trained and hold current certification in BLS for the Healthcare Provider)

## With Direct Supervision\*

- Place and remove gingival retraction materials
- 12, 51 Place and condense amalgam restorations
- 33. Place and finish composite restorations
- 51. Carve, contour, adjust amalgam restorations
- 70. Place stainless steel crowns
- Record dental screenings Record charting of the oral cavity and surrounding structures, including but not limited to dental restorations, lesions and periodontal probing
- Apply bleaching agents and activate with non-laser non-curing device
- Obtain endodontic cultures
- Preliminarily fit crowns to check contacts, adjust occlusion on crowns inside the mouth
- Place temporary soft liners in a removable prosthesis

Expanded Function Dental Assistant (EFDA)

## Under General Supervision\*

- 9. Polish teeth, after dentist or dental hygienist has determined that teeth are free of calculus, with slow-speed hand piece
- 13. Remove sutures
- 15. Place and remove orthodontic arch wires
- 18. Apply anti-cariogenic agents, including fluoride varnish
- 22. Expose radiographs (see "Radiography Requirements" on previous page)
- 24. Provide oral health instruction
- 27. Place and remove dental dams
- 29. Preliminary intraoral fit of bands
- 35, 62. Place and remove periodontal dressinas

- 37. Take and record vital signs 40. Apply and adjust dental sealants 42. Place and remove orthodontic separators
- 44. Take impressions for study casts and bite registrations, including for identification purposes, night guards and custom fluoride and bleaching trays pursuant to a dentist's prescription or order

- 44. Take impressions for orthodontic retainers
- ,64. Take impressions for athletic mouth guards
- 45. Place and remove matrix bands
- 47. Fabricate provisional restorations intraorally
- 47,54. Cement and remove temporary crowns and bridges
- 48. Irrigate and aspirate the oral cavity
- 48. Retract lips, cheek, tongue and other oral tissue parts
- 50. Place temporary restorations (not including temporization of inlays, onlays, crowns and bridges) to provide palliative treatment
- 50. Place cotton pellets and temporary restorative materials into endodontic openings
- 50. Place temporary sedative restorations/fillings
- 54, 55. Remove temporary restorations with hand instruments
- 56. Apply topical anesthetic agents
- 61. Remove excess cement and bonding agents from bridges and appliances (including orthodontic appliances) with hand instruments

- 68. Perform minor emergency palliative orthodontic adjustments to eliminate pain and discomfort
- Re-cement and adjust intact temporary restorations intraorally
- Apply desensitizing agents Place and remove wedges
- Insert and/or perform minor adjustment of night mouth guards, athletic mouth guards and custom fluoride trays

- Preliminary oral fit of arch wire Select size of headgear Etch appropriate enamel surfaces before bonding of orthodontic appliances by a dentist Place elastics and ligature wires Remove fixed orthodontic appliances

- Take intra-oral photographs
- Review medical and dental history
- Perform dietary screening for dental disease prevention and control
- Adjust dentures on the tissue side to eliminate tissue irritation

#### With Immediate Supervision\*

- 12, 33. Place restorative materials in tooth for condensation and finishing by the dentist
- Apply cavity varnish, liner(s) and bonding agents
  43. Select and adapt stainless steel
- crowns or other pre-formed crown for insertion by dentist
- 50. Place temporary sedative restorations/ fillings (CA only; FTDA is not allowed to perform this function)
- 54, 55. Remove temporary restorations with hand instruments
- 58. Removal of implant healing caps/cover screws for restorative procedures
- 59. Assist or monitor nitrous oxide analgesia
- 70. Place stainless steel crowns Place temporary soft liners in a removable prosthesis (FTDA; CA may perform under immediate supervision)
- Obtain endodontic cultures (FTDA; CA may perform under direct supervision)

# <u>Under supervision of a dentist holding a deep sedation/general anesthesia permit</u>

Assist in anesthesia administration, including patient monitoring (must be appropriately trained and hold current certification in BLS for the Healthcare Provider)

Certified Assistant (CA) or ' Formally Trained Dental Assistant (FTDA)

## With Direct Supervision\*

- Place and remove gingival retraction materials
- 40. Apply and adjust dental sealants
- 45. Place and remove matrix bands
- 47. Fabricate provisional restorations intraorally 50. Place cotton pellets and temporary
- restorative materials into endodontic 61. Remove excess cement and bonding agents from bridges and appliances
- (including orthodontic appliances) with hand instruments
- Record dental screenings
- Record charting of the oral cavity and surrounding structures, including but not limited to dental restorations, lesions and periodontal probing depths
- Apply desensitizing agents Place and remove wedges
- Apply bleaching agents and activate with non-laser non-curing device
- Preliminarily fit crowns to check contacts, adjust occlusion on crowns inside the mouth (CA only; FTDA is not allowed to perform this function)
- Place temporary soft liners in a removable prosthesis (CA; FTDA may perform under immediate supervision)
- Obtáin endodontic cultures (CA: FTDA may perform under immediate supervision)

Continued

Supervision of dental procedures by a licensed dentist, who remains in the dental facility, personally diagnoses the condition to be treated, personally authorizes the procedures, and before dismissal of the patient, evaluates the treatment rendered.

Supervision of dental procedures based on instructions given by a licensed dentist who remains in the dental facility while the procedures are being performed by the auxiliary Supervision of dental procedures based on instructions given by a licensed dentist but not requiring the physical presence of a supervising dentist during the performance of those procedures.

Direct Supervision: General Supervision:

<sup>\*</sup>Immediate Supervision:

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## Massachusetts

Job Title According to State of MA 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)

Certified **Assistant** (CA) or Formally

Trained

Dental

Assistant

(FTDA)

#### Under General Supervision\*

- Polish teeth, after dentist or dental hygienist has determined that teeth are free of calculus, with slow-speed hand piece
- 13. Remove sutures
- 15. Place and remove orthodontic arch
- Apply anti-cariogenic agents, including fluoride varnish
- Expose radiographs (See "Radiography Requirements" on p. 64)
- 24. Provide oral health instruction
- 27. Place and remove dental dams
- 29. Preliminary intraoral fit of bands
- 35, 62. Place and remove periodontal dressings
- 37. Take and record vital signs
- 48. Irrigate and aspirate the oral cavity
- 42. Place and remove orthodontic separators

- 44, 64. Take impressions for study casts and bite registrations, including for identification purposes, night guards, and custom fluoride and bleaching trays pursuant to a dentist's préscription or order
- 44. Take impressions for orthodontic retainers
- 44, 64. Take impressions for athletic mouth guards
- 47, 54. Cement and remove temporary crowns and bridges
- 48. Retract lips, cheek, tongue and other oral tissue parts
- 50. Place temporary restorations (not including temporization of inlays, onlays, crowns and bridges) to provide pálliative treatment
- Apply topical anesthetic agents
- 68. Perform minor emergency palliative orthodontic adjustments to eliminate pain and discomfort

- Insert and/or perform minor adjustment of night mouth guards, athletic mouth guards and custom fluoride trays
- Preliminary oral fit of archwire
- Select size of headgear
- Etch appropriate enamel surfaces before bonding of orthodontic appliances by a dentist
- Place elastics and ligature wires
- Remove fixed orthodontic appliances Remove excess cement and
- bonding agents from orthodontic appliances with hand instruments
- Re-cement and adjust intact temporary restorations intraorally
- Review medical and dental history and consult when necessary with medical practitioner
- Take intraoral photographs
- Perform dietary screening for dental disease prevention and control

## With Immediate Supervision\*

- 12, 33. Place restorative materials in tooth for condensation and finishing by the
- 34. Apply cavity varnish, liner(s) and bonding agents
- 43. Select and adapt stainless steel crowns or other pre-formed crown for insertion by dentist
- 44, 64. Take impressions for study casts and bite registrations, including for identification purposes, night guards and custom fluoride and bleaching trays pursuant to a dentist's prescription or order
- 44, 64. Take impressions for athletic mouth guards
- 45. Place and remove matrix bands
- 47. Fabricate provisional restorations intraorally
- 47, 54. Cement and remove temporary crowns and bridges

- 50. Place temporary restorations (not including temporization of inlays, onlays, crowns and bridges) to provide palliative treatment
- 58. Removal of implant healing caps/cover screws for restorative procedures
- Assist or monitor nitrous oxide analgesia
- 61. Remove excess cement and bonding agents from bridges and appliances with hand instruments
- 68. Perform minor emergency palliative orthodontic adjustments to eliminate pain and discomfort
  Place and remove wedges
- Insert and/or perform minor adjust-ment of night mouth guards, athletic mouth guards and custom fluoride
- Apply bleaching agents and activate with a non-laser non-curing device

#### Under supervision of a dentist holding a deep sedation/general anesthesia permit

Assist in anesthesia administration, including patient monitoring (must be appropriately trained and hold current certification in BLS for the Healthcare Provider)

Dental **Assistant Trained** on the Job (ÕĴŤ)

## With Direct Supervision\*

- Place and remove gingival retraction materials
- 13 Remove sutures
- 15. Place and remove orthodontic arch wires
- Apply anti-cariogenic agents, including fluoride varnish
- 24. Provide oral health instruction 27. Place and remove dental dams
- 29. Preliminary intraoral fit of bands42. Place and remove orthodontic separa-
- 44. Take impressions for orthodontic retainers
- 50. Place cotton pellets and temporary restorative materials into endodontic openings
- 56. Apply topical anesthetic agents
  61. Remove excess cement and bonding agents from orthodontic appliances with hand instruments
  Record dental screenings
- Record charting of the oral cavity and surrounding structures, including but not limited to dental restorations, lesions and periodontal probing depths
- Preliminary oral fit of arch wire
- Apply desensitizing agents

- Select size of headgear
- Etch appropriate enamel surfaces before bonding of orthodontic appliances by a dentist
- Place elastics and ligature wires
- Remove fixed orthodontic appliances

## **Under General Supervision\***

- 22. Expose radiographs (see "Radiography Requirements" on p. 64)

  Take and record vital signs
- 48. Retract lips, cheek, tongue and other oral tissue parts
- 48. Irrigate and aspirate the oral cavity
- Review medical and dental history and consult when necessary with medical practitioner
- Take intraoral photographs

\*Immediate Supervision:

Supervision of dental procedures by a licensed dentist, who remains in the dental facility, personally diagnoses the condition to be treated, personally authorizes the procedures, and before dismissal of the patient, evaluates the treatment rendered.

Supervision of dental procedures based on instructions given by a licensed dentist who remains in the dental facility while the procedures are being performed by the auxiliary. Supervision of dental procedures based on instructions given by a licensed dentist but not requiring the physical presence of a supervising dentist during the performance of those

Direct Supervision: General Supervision: