



2018 Allowable and Prohibited Duties for Dental Assistants: Ohio



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			
<p>Education/Training/Credential Required</p> <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 Function exam. Successfully complete an EFDA training course approved by the Arizona State Board of Dental Examiners (ASBDE) or a Commission on Dental Accreditation (CODA)-accredited program. AND DANB's AMP, TMP and TAP. AND have the supervision of a licensed dentist, perform restorative procedures equivalent to the ASBDE criteria, including the preparation of the tooth by a licensed dentist and document these procedures on a Licensed Dental Employment Form. AND be DANB for the Arizona Restorative Certificate. <p>To perform general polishing procedures in Arizona under the general supervision of a licensed dentist, a dental assistant must hold an Arizona General Polishing Certificate. To qualify, one must:</p> <ul style="list-style-type: none"> Pass the Dental Council on Polishing (DCP) exam from the Dental Council on Polishing (DCP). AND be an Arizona Council on Dental Practice (ACDP) member or have a current dental or coronal polishing education or course instruction in DANB. AND Pass the Arizona Council on Dental Practice (ACDP) exam. AND Pass the Arizona Council on Dental Practice (ACDP) exam. <p>A dental assistant in Arizona who performs these restorative procedures under the supervision of a licensed dentist must have the education/training/credential requirements for that level of dental assisting.</p>	<p>Job Title Assigned by State (P.A.)</p> <p>Registered Function or Restorative Certificate</p> <p>General Polishing Certificate</p> <p>Dental Assistant</p> <p>General Polishing Certificate</p> <p>Dental Assistant</p>	<p>Proposed Restorative Job Titles</p> <p>Restorative</p> <p>General Polishing</p> <p>Dental Assistant</p> <p>General Polishing</p> <p>Dental Assistant</p>	<p>Radiography Requirements</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 approved certificate in radiography. To obtain a certificate, one must:</p> <ul style="list-style-type: none"> Pass the national DANB Radiation Safety and Safety (RHS) exam. AND be currently certified in another non-dental radiography profession (e.g., medical radiography, dental radiography, or dental radiography). AND be currently certified in another non-dental radiography profession (e.g., medical radiography, dental radiography, or dental radiography). <p>The ADA/DANB Alliance on the Dental Care and Education Study conducted from 2002-2003.</p> <p>The same study offered a list of 70 job titles that were representative of the range of dental assisting core competencies.</p> <p>Functions in this state that relate to the national DANB/ADAA Core Competencies Study are supported by the right, state dental practice act. (The numbers correspond to the study's task numbering system.)</p> <p>Functions listed with italics are part of the state's practice act but are not specifically included in DANB/ADAA.</p> <p>These states implement various procedures to support a uniform dental practice act and ensure dental assisting tasks, roles, and requirements, which will serve as a model center for dental assistants.</p>

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

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.

See Appendix A for more information about the task numbering system.

Arizona	
<p>Job Title Assigned by State (P.A.)</p> <p>Dental Assistant</p>	<p>Allowable Functions</p> <p>If functions with numbers relate specifically to Core Competency designations, functions with italics are in the state's practice act but are not specific matches to DANB research.</p> <p>Under General Supervision*</p> <ul style="list-style-type: none"> 15. Apply fluoride varnish 40. Apply sealants * Place interim restorations under the direction of a licensed dentist following a consultation conducted through radiography. <p>Level of Supervision Not Specified</p> <ul style="list-style-type: none"> 12, 23, 51, 70. Perform placement, contouring and finishing of direct restorations or the placement and contouring of amalgamated crowns, inlays or veneers; do not use a finished dental restorative materials used will be determined by the dentist. <p>Dental Assistant qualified in coronal polishing procedures</p> <p>Under General Supervision*</p> <ul style="list-style-type: none"> 9. Perform coronal polishing procedures. <p>Dental Assistant</p> <p>Under Direct Supervision*</p> <ul style="list-style-type: none"> 13. Remove calculus 23. Apply topical fluoride 35. Apply dental dams and matrix bands 40. Apply sealants 47. DR restorations and glass ionomer cements 49. DR Restorations with temporary cement 52. DR Restorations with permanent cement 53. DR Restorations with permanent cement 54. DR Restorations with permanent cement 55. DR Restorations with permanent cement 56. DR Restorations with permanent cement 57. DR Restorations with permanent cement 58. DR Restorations with permanent cement 59. DR Restorations with permanent cement 60. DR Restorations with permanent cement 61. Remove excess cement from stents, crowns, bridges, and orthodontics 62. Remove pontical restorations with root restorations 63. Prepare a patient for retentive socket and complete denture construction with a dental 64. Place dental material into a patient's mouth in response to a licensed dentist's instruction. * Check the supragingival surface of the tooth in preparation for the placement of veneers, crowns, dental veneers, and dental core restorations. * Check each procedure in the presence of the dentist and observe the dentist's instruction.

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 OH	Proposed Standardized National Job Titles (see below)	Radiography Requirements	Functions NOT Permitted by Dental Assistants in OH
<p>NOTE: All dental health care workers in Ohio must show evidence of immunity to or immunization against the hepatitis B virus, unless a waiver has been granted.</p> <p>The Ohio State Dental Board (OSDB) recognizes the following two dental assisting certifications:</p> <ul style="list-style-type: none"> ■ DANB CDA certification or ■ Certified Ohio Dental Assistant certification administered by the Ohio Commission on Dental Assistant Certification (OCDAC) <p>Current holders of either of these certifications are considered Certified Assistants.</p> <p>Current Certified Assistants may qualify to perform placement of pit and fissure sealants and to earn a state certificate in coronal polishing by meeting the following additional requirements:</p> <p><u>Coronal Polishing:</u> A current Certified Assistant** must:</p> <ul style="list-style-type: none"> ■ Successfully complete an OSDB-approved training program <p>AND</p> <ul style="list-style-type: none"> ■ Successfully pass standardized testing immediately following successful completion of a skills assessment component of an approved training program <p>OR</p> <ul style="list-style-type: none"> ■ Pass DANB's Coronal Polish (CP) exam <p>AND</p> <ul style="list-style-type: none"> ■ Apply to the OSDB for certification to perform coronal polishing. <p><u>Pit and Fissure Sealants:</u></p> <ul style="list-style-type: none"> ■ Successfully complete a course containing a minimum of 2 hours of didactic instruction and 6 hours of clinical instruction. <p>AND</p> <ul style="list-style-type: none"> ■ The supervising dentist must observe the assistant successfully apply at least 6 sealants. <p>NOTE: Certified Assistants may perform specified functions when the supervising dentist is not physically present (for not more than 15 consecutive business days), subject to the conditions listed on p. 105.</p> <p><i>**Please note: Holders of the Ohio coronal polishing certificate must maintain DANB CDA certification or Certified Ohio Dental Assistant certification through OCDAC to perform coronal polishing.</i></p> <hr/> <p>Basic Qualified Personnel must be trained directly via an employer/dentist, via a planned sequence of instruction in an educational institution or via in-office training.</p> <p><i>See requirements to monitor nitrous oxide on the opposite page.</i></p>	<p>Note: See p. 104 for information about requirements and allowable functions for Expanded Function Dental Auxiliaries in Ohio.</p> <p>Certified Assistant</p>	<p>Expanded Functions Dental Assistant (EFDA)</p> <p>DANB Certified Dental Assistant (CDA) or Registered Dental Assistant (RDA)</p>	<p>To legally operate dental x-ray equipment and perform dental radiographic procedures in Ohio under the direct supervision of a dentist, a dental assistant must be state certified as a Dental X-Ray Machine Operator. To obtain this certification, one must:</p> <ul style="list-style-type: none"> ■ Be a Certified Assistant (See Education/Training/Credential Required column to the left for definition and requirements.) <p>OR</p> <ul style="list-style-type: none"> ■ Complete an Ohio Board-approved training course, including a clinical session** <p>OR</p> <ul style="list-style-type: none"> ■ Hold a license, certificate or other credential issued by another state that the OSDB deems equivalent to Ohio's standards for Dental X-Ray Machine Operator certification <p>AND</p> <ul style="list-style-type: none"> ■ Apply to the OSDB for certification as a Dental X-Ray Machine Operator <p><i>** Applicants may complete the DALE Foundation's DANB RHS Review course and obtain an affidavit of clinical training from a licensed dentist to meet this requirement.</i></p> <p>A Dental X-Ray Machine Operator may perform radiologic procedures when the supervising dentist is not physically present at the location where the radiologic procedures are performed if the supervising dentist examined the patient not more than one year prior to the date the Dental X-Ray Machine Operator performs the radiologic procedures and the supervising dentist has ordered the radiologic procedures.</p>	<p>The following functions are not permitted by any level of dental assistant:</p> <ul style="list-style-type: none"> 46. Final impressions of any tissue-bearing area upon which a prosthetic restoration is to be placed (not including the taking of impressions for athletic mouthguards or similar appliances) 70. Final placement of pre-fabricated or cast restorations or crowns • Definitive diagnosis and treatment planning • Final placement of any fixed or removable appliances • Final removal of any fixed appliance • Therapeutic intraoral adjustment of any fixed or removable appliance • Cutting procedures utilized in the preparation of the coronal or root portion of the tooth • Cutting procedures involving the supportive structures of the tooth • Placement of the final root canal filling • Occlusal registration procedures for any prosthetic restoration • Diagnosis • Treatment planning and prescription, including prescription for drugs and medicaments or authorization for restorative, prosthodontic or orthodontic appliances • Parenteral injection for the administration of drugs, including local anesthetic agents
	<p>Basic Qualified Personnel (BQP)</p>	<p>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. 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>Entry Level Dental Assistant</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 OH	Allowable Functions <small>(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)</small>
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Certified Assistant

When the supervising dentist is not physically present at the location where the services are provided, subject to certain conditions (See list of conditions on p. 105.)

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| <ul style="list-style-type: none"> 18. Application of fluoride varnish 40. Application of pit and fissure sealants* 47. Recementation of temporary crowns or recementation of crowns with temporary cement | <ul style="list-style-type: none"> • Application of disclosing solutions • Application of desensitizing agents • Caries susceptibility testing • Instruction on oral hygiene home care, including the use of toothbrushes and dental floss |
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Note: See the next page for information about requirements and allowable functions for Expanded Function Dental Auxiliaries in Ohio.

Under Direct Supervision*

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| <ul style="list-style-type: none"> 9. Coronal polishing (rubber cup and slow-speed rotary dental hand piece only); assistant must be Ohio Board-certified in polishing (see requirements on previous page) | <ul style="list-style-type: none"> 40. Pit and fissure sealants (see requirements on previous page) • Basic remediable intraoral dental tasks | <ul style="list-style-type: none"> • All duties designated to Basic Qualified Personnel, under the same levels of required supervision |
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⚠ *A Certified Assistant who has met the prescribed education and training requirements may apply pit and fissure sealants prior to a dentist examining the patient and rendering a diagnosis if all of the other conditions listed on p. 105 have been met.*

Basic Qualified Personnel (BQP)

Under Direct Supervision*

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| <ul style="list-style-type: none"> 2. Preliminary charting of missing and filled teeth 4. Physical positioning of the patient 6. Retraction of the gingival tissue prior to the final impression which is performed by the licensed, supervising dentist 11. Intraoral instrument transfer 13. Suture removal 14. Irrigation and drying of canals during endodontic procedures 15. Placement and removal of orthodontic arch wires, auxiliary arch wires, and ligation of same to orthodontic bands and/or brackets 18. Fluoride application 24. Demonstration of oral hygiene procedures, including, but not limited to, use of toothbrushes and dental floss 24, 26. All patient education services, including, but not limited to, progress reports, consultations (oral or written), oral hygiene instructions, use of intraoral hygiene devices, normal nutrition information as it relates to dental health, behavioral modification, self adjustment of orthodontic appliances, and all other post-operative and post-insertion instructions, as deemed appropriate by the supervising dentist 25. All supportive services necessary to the maintenance of a hygienic practice environment, including, but not limited to, all sterilizing procedures 27. Placement of rubber dam over pre-placed clamp, and removal of clamp and rubber dam 29. Preliminary selection and sizing of orthodontic bands and arch wires 30, 48. Aspiration and retraction 35, 62. Application and removal of periodontal dressings 37. Measurement of blood pressure and body temperature | <ul style="list-style-type: none"> 38. Monitoring of vital signs 42. Placement and removal of orthodontic separators and ties 43. Preliminary selection and sizing of stainless steel crowns 44. Taking impressions for the construction of custom athletic mouth protectors/ mouthguards, and trays for application of medicaments 44. Elastomeric impressions for diagnostic models and models to be used for opposing models in the construction of appliances and restorations 47, 50, 54, 55. Impression, fabrication, cementation and removal of provisional restorations, not to include palliative or sedative restorations 49. Pulp testing 56. Application of topical anesthetics 59. Monitor nitrous oxide-oxygen analgesia** 63, 69. Placement and removal of surgical dressings 67. Assistance during administration of life-support activities • Application of disclosing solutions • Caries susceptibility testing • Shade selection for fabrication of appliances or restorations • Application of cavity varnish • Taking photographs • Placement of medication in the pulp chamber(s) of teeth with non-vital pulp or instrumented root canals • Topical applications of desensitizing agents to teeth • Intraoral bite registrations for diagnostic model articulation, restorations and appliances • Polymerization of light-activated restorative or bonding materials • Basic remediable intraoral and extraoral dental tasks and/or procedures (those which do not create irreparable changes within the oral cavity and/or the contiguous structures) | <ul style="list-style-type: none"> • Recording patient treatment • Checking for and removal of loose orthodontic bands and loose brackets • Repair, construction and finishing of metallic and plastic prosthetic devices • Compilation of radiographic data for interpretation by the dentist, i.e., tracings, etc. • The preparation of materials, drugs and medications for use in dental procedures, including, but not limited to, palliative, impression and restorative materials • Any other non-invasive procedures deemed necessary by the supervising dentist to maintain the health and safety of the patient • All non-invasive supportive services normally utilized in conjunction with the treatment by the dentist of fascia pain or TMJ syndrome • Preparing the teeth for restorations or for the bonding of orthodontic brackets by treating the supragingival coronal surfaces of the teeth to be bonded with a conditioning or etching agent and by the placement of a bonding agent adhesive • Impressions for removable or fixed orthodontic appliances • All non-invasive supportive services and procedures necessary to the gathering and maintaining of accurate and complete medical and dental history of the patient • All supportive services or procedures necessary to protect the physical well-being of the patient during routine treatment procedures and during periods of emergencies |
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Under Personal Supervision*

- Assist in the concurrent performance of supportive procedures, and with the administration of drugs, medications and inhalation anesthetic agents, including nitrous oxide

** *A dental assistant (BQP) may monitor nitrous oxide-oxygen (N₂O-O₂) minimal sedation if he or she is at least 18 years of age AND has completed an accepted basic life-support training course and remains current at all times when monitoring N₂O-O₂ AND has successfully completed a six-hour course in N₂O-O₂ monitoring (unless exempt due to prior education or existing credential) AND has at least two years of active practice and at least 3,000 hours of experience in the practice of dental assisting.*

Continued

***Direct Supervision:** Acts must be performed in a dental facility wherein a licensed dentist is physically present at all times during the performance of such acts and such acts are performed pursuant to his order, control, and full professional responsibility, and are checked and approved by the licensed dentist before the patient upon whom such act has been performed departs from the dental facility of said dentist.

Personal Supervision: A dentist is personally operating on a patient and authorizes an auxiliary to aid treatment by concurrently performing supportive procedures.

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Ohio

Education/Training/
Credential RequiredJob Title
According to
State of OH

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)

NOTE: All dental health care workers in Ohio must show evidence of immunity to or immunization against the hepatitis B virus, unless a waiver has been granted.

To perform **expanded functions** under the direct supervision of a licensed dentist in Ohio, a dental assistant *must* qualify as an **Expanded Function Dental Auxiliary (EFDA)**.

To qualify as an EFDA, one must:

- Be an unlicensed dentist who has graduated from an accredited dental college and does not have a dental license under suspension or revocation by the OSDB

OR

Be a dental student who is enrolled in an accredited dental college and is in good standing as a dental student

OR

Be a graduate of an unaccredited dental college located outside the US

OR

Be a current Certified Assistant (See Education/Training/Credential Required column on p. 102 for definition and requirements.)

OR

Be a dental hygienist licensed by the OSDB in good standing

OR

Be a dental hygienist who has graduated from an accredited dental hygiene program and does not have a dental hygiene license under suspension or revocation by the OSDB

- Complete an EFDA training course that is accredited by either the Commission on Dental Accreditation (CODA) or the North Central Association of Colleges and Schools' Higher Learning Commission

AND

- Pass the EFDA exam administered by the Commission on Dental Testing in Ohio (CODT) or the Commission on Dental Competency Assessments (CDCA)

AND

- Complete a BLS training course certified by the American Red Cross, American Heart Association, or American Safety and Health Institute

AND

- Apply to the OSDB for registration

NOTE: An EFDA may perform specified functions when the supervising dentist is not physically present (for not more than 15 consecutive business days) subject to the conditions listed on the next page.

Expanded
Function
Dental
Auxiliary
(EFDA)**Under Direct Supervision***

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| <ul style="list-style-type: none"> 12. Place amalgam restorative materials 18. Application of topical fluoride 18. Application of fluoride varnish 33. Place nonmetallic restorative materials, including direct-bonded restorative materials 40. Application of pit and fissure sealants <ul style="list-style-type: none"> • Application of disclosing solutions • Application of desensitizing agents | <ul style="list-style-type: none"> • Caries susceptibility testing • Instruction on oral hygiene home care, including the use of toothbrushes and dental floss • Any additional procedures authorized by the state dental board • All duties designated to Certified Dental Assistants[‡] and Basic Qualified Personnel, under the same levels of required supervision (See the previous page for a list of these duties.) |
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When the supervising dentist is not physically present at the location where the services are provided, subject to certain conditions (See list of conditions below.)

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| <ul style="list-style-type: none"> 18. Application of topical fluoride 18. Application of fluoride varnish 40. Application of pit and fissure sealants[‡] 47. Recementation of temporary crowns or recementation of crowns with temporary cement <ul style="list-style-type: none"> • Application of disclosing solutions | <ul style="list-style-type: none"> • Application of desensitizing agents • Caries susceptibility testing • Instruction on oral hygiene home care, including the use of toothbrushes and dental floss • Any additional procedures authorized by the state dental board |
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[‡] Note: An EFDA may not perform coronal polishing unless he or she has met the requirements described on p. 102 and received a state certificate in coronal polishing from the Ohio State Dental Board.

[‡]An EFDA may apply pit and fissure sealants prior to a dentist examining the patient and rendering a diagnosis, if all of the conditions listed on the next page have been met.

Continued

***Direct Supervision:** Acts must be performed in a dental facility wherein a licensed dentist is physically present at all times during the performance of such acts and such acts are performed pursuant to his order, control, and full professional responsibility, and are checked and approved by the licensed dentist before the patient upon whom such act has been performed departs from the dental facility of said dentist.

Personal Supervision: A dentist is personally operating on a patient and authorizes an auxiliary to aid treatment by concurrently performing supportive procedures.

Ohio

Conditions for Performing Functions When Supervising Dentist Is Not Physically Present

Conditions under which a Certified Assistant or an Expanded Function Dental Auxiliary (EFDA), may perform specified functions when the supervising dentist is not physically present, for not more than 15 consecutive business days:

1. The Certified Assistant or EFDA has at least 2 years/3,000 hours experience as a dental assistant or EFDA
2. The Certified Assistant or EFDA successfully completes a board-approved course in identification and prevention of potential medical emergencies
3. The supervising dentist has evaluated the skills of the Certified Assistant or EFDA and made a determination that the Certified Assistant or EFDA is competent to treat patients without the dentist being physically present
4. The supervising dentist examined the patient not more than one year prior to the date that the Certified Assistant or EFDA provides the services to the patient
5. The supervising dentist has established written protocols or written standing orders for the Certified Assistant or EFDA to follow during and in the absence of an emergency
6. The supervising dentist completed and evaluated a medical and dental history of the patient not more than one year prior to the date that the Certified Assistant or EFDA provides services to the patient, and the supervising dentist determines that the patient is in a medically stable condition
7. The patient is notified, in advance of the appointment for services, that the supervising dentist will be absent from the location and that the Certified Assistant or EFDA cannot diagnose the patient's dental health care status
8. The Certified Assistant or EFDA is employed by, or under contract with, the supervising dentist, a government entity that employs the Certified Assistant or EFDA to provide services in a public school or in connection with other programs the government entity administers, or a dentist licensed under this chapter who is one of the following:
 - (a) The employer of the supervising dentist
 - (b) A shareholder in a professional association formed under Chapter 1785. of the Revised Code of which the supervising dentist is a shareholder
 - (c) A member or manager of a limited liability company formed under Chapter 1705. of the Revised Code of which the supervising dentist is a member or manager
 - (d) A shareholder in a corporation formed under division (B) of section 1701.03 of the Revised Code of which the supervising dentist is a shareholder
 - (e) A partner or employee of a partnership or a limited liability partnership formed under Chapter 1775. or 1776. of the Revised Code of which the supervising dentist is a partner or employee

Conditions under which a Certified Assistant or an Expanded Function Dental Auxiliary (EFDA), may perform application of pit and fissure sealants prior to the dentist examining the patient and rendering a diagnosis:

9. All of the conditions listed above, with the exception of items 4 and 6
10. The Certified Assistant or EFDA is providing the service as part of a program operated through any of the following: a school district board of education or the governing board of an educational service center; the board of health of a city or general health district or the authority having the duties of a board of health; a national, state, district, or local dental association; or any other public or private entity recognized by the state dental board
11. The supervising dentist for the program is employed by or a volunteer for, and the patients are referred by, the entity through which the program is operated and is available for consultation by telephone, videoconferencing, or other means of electronic communication
12. The application of sealants is limited to erupted permanent posterior teeth without suspicion of dentinal cavitation
13. For minor patients, a parent or other person responsible for the patient is notified that a dentist will not be present and that the dental assistant is not trained to diagnose or treat other serious dental concerns that could exist