

## **Policy Committee Meeting Minutes**

Tuesday, October 22, 2024

5:00 pm

335 Randolph Avenue Room 104

St. Paul, MN 55102

and

Open Webex/Teleconference

### **Call to Order**

Hassan Ismail, DDS, Chair, called the meeting to order at 5:00 pm.

### **Committee Members**

Hassan Ismail, DDS, Chair

Trina Courtright, DH, ADT

Heidi Donnelly, LDA

P. Angela Rake, DDS

### **Board Staff**

Bridgett Anderson, Executive Director

Brian Cochran, Assistant Director Licensing and  
Credentialing

Kathy Johnson, Legal Analyst

Mary Luecke, Executive Administrative Assistant

### **Approval of Draft Agenda**

The October 22, 2024 agenda was reviewed and approved.

### **Approval of Past Meeting Minutes**

The September 5, 2024 meeting minutes were reviewed and approved as submitted.

### **Reports**

None

### **Unfinished Business**

#### **Preventative Dental Assistant Discussion**

The Committee, along with dental educators, the Minnesota Dental Association (MDA), and other stakeholders, discussed consideration of a new type of Preventative Dental Assistant licensure. (The Board could determine a name if they decide to move forward.) Other states do have different types of dental assistant licensure. Discussion included the importance of access to health care and how dentistry is evolving. Bridgett Anderson has collaborated with a small group of dental assistants including Committee member Heidi Donnelly. Ms. Anderson contacted the Minnesota Legislative Revisor's office to establish Rule Parts language and where this potential licensure could fall under MN Rule. Stakeholders were encouraged to email Bridgett Anderson with comments.

Bridgett Anderson is a member of the DANB National Model Workgroup. The Workgroup has been discussing different levels of dental assisting and model language for states. She opined any Minnesota language should consider alignment with a national model recommendation.

Proposed language requires licensees to complete coursework from a Commission on Dental Accreditation (CODA) accredited program. The Committee recommended radiology be added. Radiology would encompass the same requirements as the current MN Limited Radiology Registration including courses in radiology and the Dental Assisting National Board (DANB) Radiation and Health Safety (RHS) examination. Discussion will continue in the next Policy Committee meeting.

See attached Exhibit A

### **New Business**

#### **Emeritus Active – Clarification on “Paid Practice”**

The Board has received questions from dental professionals regarding the definition of paid practice for Emeritus Active licensees. Board staff are seeking clarification on the statute. The original intent was to allow the Emeritus Active Licensee to engage in collaborative practice with allied dental professionals. Board staff are requesting definitions for “licensing supervision” and “consulting services”. An alternative could be to change language and list 500 hours of practice per calendar year. The Committee decided to leave the language as is and provide further clarification to the dental community regarding current language.

#### **Dental Assisting Apprenticeship Program**

Workforce Program Coordinator Abbie Boadu provided a presentation regarding the Dental Assisting Apprenticeship Program. The free 12-month program teaches entry level unlicensed dental assisting skills. Students complete online education components as well as hands-on training with instructors in dental clinics. Program participants serve in health care clinics that support dental care for patients with low income or lack of dental insurance. The program is not a CODA accredited dental assisting program and not a pathway to Minnesota licensure at this time. The program is looking to collaborate further with CODA accredited dental assisting programs.


### **Announcements**

None

### **Adjourn**

Hassan Ismail adjourned at 6:20 pm

Reviewed by:

  
\_\_\_\_\_  
Hassan Ismail, DDS, Chair

\_\_\_\_\_  
Date

## EXHIBIT A

### 3100.8450 **PREVENTATIVE FUNCTIONS LICENSED?** DENTAL ASSISTANTS.

#### Subpart 1.

##### **Procedures under general supervision.**

A licensed **preventative** licensed dental assistant may perform the following procedures without the dentist being present in the dental office or on the premises if the dentist has prior knowledge of and has consented to the procedures being performed:

A.

complete preliminary charting of the oral cavity and surrounding structures with the exception of periodontal structures;

B.

take vital signs such as pulse rate and blood pressure as directed by a dentist;

C.

obtain informed consent, according to part [3100.9600](#), subpart 9, for treatments authorized by the supervising dentist pursuant to the **preventative** dental assistant's scope of practice; and

D.

apply topical fluoride, including foam, gel, or varnish.

#### Subp. 1a.

##### **Procedures under indirect supervision.**

A **preventative** licensed dental assistant, in addition to the services performed by an assistant described in part [3100.8400](#), subpart 1, may perform the following services if a dentist is in the office, authorizes the procedures, and remains in the office while the procedures are being performed:

A.

perform mechanical polishing to clinical crowns, not including the removal of calculus by instrumentation;

B.

etch appropriate enamel surfaces and apply and adjust pit and fissure sealants;

C.

place and remove devices or materials for isolation purposes;

D.  
monitor a patient who has been induced by a dentist into nitrous oxide inhalation analgesia;

Subp. 1b.

**Other procedures permitted.**

A preventative licensed dental assistant may also perform procedures listed in part [3100.8400.](#) (ASSISTANTS WITHOUT A LICENSE)

**QUESTIONS:**

*Should we include radiology in this scope also?*

*What do we do if they have non- CODA education? Consider case by care variance requests?*

**3100.5100 PROFESSIONAL DEVELOPMENT; DENTISTS, DENTAL THERAPISTS, DENTAL HYGIENISTS, PREVENTATIVE FUNCTIONS DENTAL ASSISTANTS AND LICENSED DENTAL ASSISTANTS.**

Subpart 1.

**Professional development cycles.**

A.

The initial professional development cycle begins on the date licensure is granted by the board and ends on the last day of the licensee's birth month in either an even-numbered or odd-numbered year that corresponds with the licensee's year of birth. The initial cycle varies in the number of months depending on the date licensure is granted.

B.

A biennial professional development cycle coincides with the biennial renewal period. Each biennial renewal cycle consists of a 24-month period beginning on the first day of the month following expiration of the previous cycle. An established biennial cycle continues to apply even if the license is revoked, suspended, conditioned, or not renewed for any reason for any length of time.

Subp. 2.

## **Professional development requirements.**

A.

Each licensee shall establish a portfolio to record, monitor, and retain documentation of fundamental and elective professional development activities.

B.

The minimum number of required hours of fundamental and elective activities for each initial or biennial cycle is 50 hours for dentists and dental therapists, 25 hours for dental hygienists and licensed dental assistants, and 15 hours for preventative functions dental assistants. Any professional development hours earned in excess of the required hours for an initial or biennial cycle must not be carried forward to the next biennial cycle.

(1)

Of the 50 hours required for a dentist and dental therapist, at least 30 hours must be fundamental activities and no more than 20 hours can be elective activities.

(2)

Of the 25 hours required for a dental hygienist and licensed dental assistant, at least 15 hours must be fundamental activities and no more than ten hours can be elective activities.

(3)

Of the 15 hours required for a preventative functions dental assistant, at least 10 hours must be fundamental activities and no more than five hours can be elective activities.

This is a requirement for all and would also apply to this license type

(2)

an infection control course. An infection control course is mandatory for each licensee to maintain licensure. The course must primarily address patient safety and health issues as referenced in part 3100.6300 and chapter 6950

**3100.1310 (NEW SECTION) PREVENTATIVE FUNCTIONS DENTAL ASSISTANT  
(NAME?- NEED TO DISCUSS FURTHER)**

Subpart 1.

**Licensure application and examination requirements.**

A person seeking licensure to practice preventative dental assisting in Minnesota must provide the board:

A.

a completed application;

B.

a form of current government-issued identification;

C.

the fee in Minnesota Statutes, section 150A.091, subdivision 2; **(WE WOULD NEED TO ESTABLISH A FEE FOR THIS)**

D.

evidence of having **completed coursework for preventative functions from a school of dental assisting accredited by the Commission on Dental Accreditation;**

E.

evidence of passing a national board examination for the practice of dental assisting within the past five years;

G.

evidence of passing the board's jurisprudence examination within the past five years;

H.

documentation of current CPR certification; and

I.

a criminal background check as required by Minnesota Statutes, section [214.075](#).

Subp. 2.

**Terms and renewal of license.**

A **preventative** licensed dental assistant may renew a dental assisting license according to the terms of renewal under part [3100.1700](#).

Subp. 3.

**Reinstatement of license.**

To reinstate a terminated **preventative** dental assisting license, the applicant must comply with the requirements of part [3100.1850](#).

Subp. 4.

**Emeritus license.**

A **preventative** licensed dental assistant who wishes to apply for an emeritus license may apply for an emeritus inactive license under part [3100.1340](#) or an emeritus active license under part [3100.1350](#).

Subp. 5.

**Professional development.**

A **preventative** licensed dental assistant must complete professional development requirements including maintaining a professional portfolio under parts [3100.5100](#) to [3100.5300](#).

Subp. 6.

**Delegated procedures.**

A **preventative** licensed dental assistant can perform the delegated procedures indicated in part **3100.8450 (NEW)** and **3100.8400**.

**Exams:**

<https://www.danb.org/exams/exam/cp-exam>

<https://www.danb.org/exams/exam/se-exam>