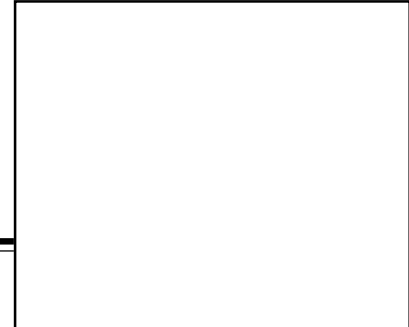




Ohio State Dental Board

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Columbus, Ohio 43215-6135
Phone #: 614/466-2580
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www.dental.ohio.gov



APPLICATION FOR SPONSORSHIP OF CORONAL POLISHING PROGRAM IN THE STATE OF OHIO

Name of ADA-Approved Program, College, or University Providing Course

Do Not Write In This Space
For Office Use Only

Street Address

Telephone Number

Mailing Address (if different than above)

Facsimile Number

Name of Program Administrator

Title

Course Title

Course Instructor(s)

The Following Documentation Must Be Attached for Consideration of Approval According to Ohio Administrative Code Section 4715-10-01

INSTITUTIONAL REQUIREMENTS

For Accredited Dental, Dental Hygiene and/or Dental Assisting Programs:

- ◆ Proof of accreditation from the American Dental Association Commission on Dental Accreditation (ADA accredited)

For Colleges and Universities:

- ◆ Proof of accreditation from the Higher Learning Commission of the North Central Association of Colleges and Schools

FACULTY REQUIREMENTS

Program faculty members must be competent educators who have a background in education theory and practice, methodology, current concepts relative to the specific subjects they are teaching, and current clinical practice. The participating faculty must be associated with an ADA accredited educational institution. A supervising dentist or dental hygienist faculty member shall be present for all (pre)clinical portions of the program and shall be responsible for the learning experiences. Only program faculty members will be responsible for the final evaluation of students. Please supply the following:

- ◆ Faculty curriculum vitae indicating association with an ADA accredited educational institution; and
- ◆ Proof of current dental or dental hygiene licensure or proof of current dental or dental hygiene teaching licensure for those supervising faculty members who are responsible for the teaching and examining of the (pre)clinical portions of the program.

STUDENT ELIGIBILITY REQUIREMENTS

Acceptable program providers must ensure that the student is eligible to attend the training program. Acceptable program providers must submit a sample training program application which ensures at a minimum the following:

- ◆ The student is immune to or has been immunized against the Hepatitis B virus
- ◆ The student holds current certification through either of the following:
 - The Dental Assisting National Board; or
 - The Ohio Commission on Dental Assistant Certification

EDUCATIONAL REQUIREMENTS

The Board-approved training program must include a minimum of seven (7) hours of coursework of which a minimum of three (3) hours are didactic and a minimum of four (4) hours are (pre)clinical. Any remediation required is at the discretion of the program provider. Acceptable program providers must submit an outline and objectives for the program which include, but are not limited to the following:

- ◆ A course in basic dental anatomy;
- ◆ A course in infection control;
- ◆ A coronal polishing course which consists of didactic, preclinical, and clinical instruction which includes, but is not limited to the following:
 - Review of patient's medical history to determine any contraindications
 - Basic anatomical features of the oral cavity
 - Description and location of the salivary gland/ducts
 - Define the following terms: plaque, calculus, aerosols, pellicle and material alba
 - Demonstrate the principles of infection control, handwashing, personal protective equipment, barriers and disinfectant procedures
 - Indications and contraindications for a coronal polish
 - Beneficial and adverse effects of coronal polishing
 - Give rationale for performing coronal polishing
 - Explain the concept of selective polishing
 - Indicate specific areas of tooth structure that should be avoided when coronal polishing
 - Describe and identify dental deposits and stains: extrinsic, endogenous intrinsic, and exogenous intrinsic
 - Explain the different types of abrasives and the characteristics of prophy paste
 - Understand and explain the types of equipment and materials used and proper maintenance of equipment
 - Describe and demonstrate the proper use of auxiliary polishing aids, their functions, and correct flossing technique
 - Implement correct technique for coronal polishing to include: correct positioning for patient/operator (ergonomics), grasp, use of fulcrum, use of dental light and mirror vision, speed of handpiece, use of rheostat, and correct rubber cup stroke and procedure
 - Describe procedures to follow in case of medical emergencies; and
- ◆ A clinical skills assessment that includes successful completion of an evaluation component, mechanism, or procedure which assesses a minimal competence level of seventy-five percent (75%) in coronal polishing must be demonstrated by the student prior to sitting for the standardized examination. The skills assessment must be performed on a clinical patient and disclosing solution must be utilized as an evaluation tool.

Acceptable program providers must submit the behavioral objectives for the clinical skills assessment portion of the training program.

Acceptable program providers will ensure that certificates of program completion shall not be issued to those certified dental assistants who have not successfully completed the requirements set forth in the approved training program as submitted in this application and by the law and rules of this state (Chapter 4715 of the Ohio Revised and Ohio Administrative Codes).

EXAMINATION REQUIREMENTS

Acceptable program providers must ensure that the student shall not be permitted to take the standardized examination until the instructor certifies that the student has successfully completed all components of the program and that the student is deemed capable of safely performing coronal polishing. Acceptable program providers may administer a Board-approved examination to those students who have obtained successful completion of the approved training program. Acceptable program providers administering examinations must ensure the following:

- ◆ The examination shall be conducted within sixty (60) days after the conclusion of the program and shall be governed in format, content and subject matter by the educational institution
- ◆ The minimum passing score for the standardized testing is seventy-five percent (75%)
- ◆ The student must submit the examination fee established by the testing entity each time the student takes the examination
- ◆ Any student who fails to successfully complete the examination after the third attempt must retake the training program
- ◆ A student must file a new application for each examination to be taken and submit a new examination fee upon each retake

All standardized examinations must be submitted, reviewed and approved by the Board prior to administration by an acceptable program provider.

CLASSROOM/CLINICAL FACILITY REQUIREMENTS

Acceptable program providers must provide adequate and appropriately maintained facilities to support the purpose/mission of the program. The physical facilities and equipment must effectively accommodate the schedule, the number of students, faculty and staff, and include appropriate provisions of safety. The instructor to student ratio must be no more than 1:8. Please supply evidence of the following:

For the Classroom:

- ◆ Classroom size accommodates the number of students enrolled in each class.
- ◆ Classrooms are designed and appropriately equipped for effective instruction.

For the Clinical Facility:

- ◆ Clinical facility must be available for students to obtain the required experience with faculty supervision
 - ◆ Each treatment area must contain functional equipment, including but not limited to:
 - Power-operated chair(s) for treating patients in a supine position
 - Dental units and mobile stools for the operator and the assistant which are designed for the application of current principles.
 - Air and water syringe
 - Adjustable dental light
 - Low speed handpieces
 - Oral evacuating equipment
 - Work surface for the chairside assistant
 - ◆ Each treatment area must accommodate an operator and a patient as well as the student and faculty.
 - ◆ Sterilizing area must include sufficient space for preparing, sterilizing and storing instruments.
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OTHER REQUIREMENTS

Acceptable program providers must submit a new application for approval of a training program if any substantive changes are made to the following:

- ◆ Accreditation status
 - ◆ Change in faculty/instructor(s)
 - ◆ Classroom/Clinical facility
 - ◆ Program curriculum
 - ◆ Standardized examination; or
 - ◆ Student Training program application
-

AFFIDAVIT

STATE OF _____)

SS.

COUNTY OF _____)

I have carefully read the questions in the foregoing application and have answered them truthfully, fully and completely, without mental reservation of any kind.

I fully understand that failure to make a full disclosure of any fact or information called for may result in the denial of this application.

I hereby authorize all educational institutions, governmental agencies and instrumentalities, my references, employers and business and professional associates (past and present), to release to the Ohio State Dental Board any information, files or records requested by the Board in connection with the processing of this application.

I hereby certify that I have read carefully and understand the law and rules pertaining to the practice of dentistry.

I hereby certify that the information and documentation submitted along with this application meet the requirements for coronal polishing training programs as set forth above.

Being duly sworn, _____ says that he/she is the person referred to in this application and that the foregoing statements are true in every respect.

Signature of Program Administrator _____

S E A L

Sworn to and subscribed before me this _____ day of _____, _____

Signature of Notary _____

This Space To Be Completed By The Ohio State Dental Board

APPLICATION	DATE OF REVIEW	DATE OF APPROVAL
<input type="checkbox"/> Approved		
<input type="checkbox"/> Denied		

Ohio State Dental Board

Ohio Revised Code Sections 4715.39 and Ohio Administrative Code Sections 4715-10-01 and 4715-12-02

Coronal Polishing Certification Guidelines

4715.39 Duties and procedures qualified persons may and may not perform.

- (A) The state dental board may define the duties that may be performed by dental assistants and other individuals designated by the board as qualified personnel. If defined, the duties shall be defined in rules adopted in accordance with Chapter 119. of the Revised Code. The rules may include training and practice standards for dental assistants and other qualified personnel. The standards may include examination and issuance of a certificate. If the board issues a certificate, the recipient shall display the certificate in a conspicuous location in any office in which the recipient is employed to perform the duties authorized by the certificate.
- (B) A dental assistant may polish the clinical crowns of teeth if all of the following requirements are met:
- (1) The dental assistant's polishing activities are limited to the use of a rubber cup attached to a slow-speed rotary dental hand piece to remove soft deposits that build up over time on the crowns of teeth.
 - (2) The polishing is performed only after a dentist has evaluated the patient and any calculus detected on the teeth to be polished has been removed by the dentist or dental hygienist.
 - (3) The dentist supervising the assistant supervises not more than two dental assistants engaging in polishing activities at any given time.
 - (4) The dental assistant is certified by the dental assisting national board or the Ohio commission on dental assistant certification.
 - (5) The dental assistant receives a certificate from the board authorizing the assistant to engage in the polishing activities. The board shall issue the certificate if the individual has successfully completed training in the polishing of clinical crowns through a program accredited by the commission on dental accreditation or equivalent training approved by the board. The training shall include courses in basic dental anatomy and infection control, followed by a course in coronal polishing that includes didactic, preclinical, and clinical training; any other training required by the board; and a skills assessment that includes successful completion of standardized testing. The board shall adopt rules pursuant to division (A) of this section establishing standards for approval of this training.
- (C) Subject to this section and the applicable rules of the board, licensed dentists may assign to dental assistants and other qualified personnel dental procedures that do not require the professional competence or skill of the licensed dentist or dental hygienist as this section or the board by rule authorizes dental assistants and other qualified personnel to perform. The performance of dental procedures by dental assistants and other qualified personnel shall be under direct supervision and full responsibility of the licensed dentist.
- (D) Nothing in this section shall be construed by rule of the state dental board or otherwise to do the following:
- (1) Authorize dental assistants or other qualified personnel to engage in the practice of dental hygiene as defined by sections 4715.22 and 4715.23 of the Revised Code or to perform the duties of a dental hygienist, including

the removal of calcareous deposits, dental cement, or accretions on the crowns and roots of teeth other than as authorized pursuant to this section;

- (2) Authorize the assignment of any of the following:
 - (a) Diagnosis;
 - (b) Treatment planning and prescription, including prescription for drugs and medicaments or authorization for restorative, prosthodontic, or orthodontic appliances;
 - (c) Surgical procedures on hard or soft tissue of the oral cavity, or any other intraoral procedure that contributes to or results in an irremediable alteration of the oral anatomy;
 - (d) The making of final impressions from which casts are made to construct any dental restoration.
- (E) No dentist shall assign any dental assistant or other individual acting in the capacity of qualified personnel to perform any dental procedure that the assistant or other individual is not authorized by this section or by board rule to perform. No dental assistant or other individual acting in the capacity of qualified personnel shall perform any dental procedure other than in accordance with this section and any applicable board rule or any dental procedure that the assistant or other individual is not authorized this section or by board rule to perform.

4715-10-01 Coronal polishing certification.

Pursuant to Ohio Revised Code section 4715.39 and this rule, certified dental assistants shall receive certification to perform coronal polishing and may do so under the restrictions set forth in agency level rule 4715-11-02.

- (A) Qualifications - Within ninety days from receipt of successfully passing the standardized examination required pursuant to Ohio Revised Code section 4715.39(B)(5), an applicant to be considered for issuance of coronal polishing certification shall furnish satisfactory proof of all the following on a form prescribed and provided by the state dental board:
- (1) He is currently certified by the Dental assisting national board or the Ohio commission on dental assistant certification; and
 - (2) He has successfully completed an approved training program as defined by Ohio Revised Code section 4715.39(B)(5) and paragraph (B) of this rule; and
 - (3) He has successfully passed standardized testing as required by Ohio Revised Code section 4715.39(B)(5) and paragraph (C) of this rule immediately following successful completion of a skills assessment component of an approved training program.

The board executive office shall issue a coronal polishing certificate to those certified dental assistants who have provided a completed application along with an application fee of fifteen dollars, the appropriate documentation of current certification and approved training program, and successful completion of standardized testing. Certified dental assistants who do not submit the application and appropriate documentation for a coronal polishing certificate within ninety days after successful completion of the standardized testing required pursuant to Ohio Revised Code section 4715.39(B)(5) and paragraph (C) of this rule, must retake

Coronal Polishing Certification Guidelines (Continued)

- the training program in its entirety including, but not limited to, successful completion of standardized testing.
- (B) Approved training program - Training in the polishing of the clinical crowns of teeth through an approved program accredited by the American dental association commission on dental accreditation or equivalent board-approved training through a college or university accredited by the Higher learning commission of the North central association of colleges and schools. The college or university must have a classroom and a (pre)clinical facility with the proper armamentarium and equipment to support the educational objectives.
- (1) The board-approved training program must include a minimum of seven hours of coursework of which three are didactic and four are (pre)clinical. The training shall include courses in:
- basic dental anatomy; and
 - infection control; and
 - coronal polishing which consists of didactic, preclinical, and clinical instruction; and
 - a clinical skills assessment that includes successful completion of a standardized examination.
- (2) The faculty who participate in a coronal polishing course shall be full or part-time. Faculty must be competent educators with educational methodology, professional training, and have experience in coronal polishing. The participating faculty must be associated with an educational institution who is accredited by the American dental association commission on dental accreditation. There shall be a supervising dentist or dental hygienist faculty present for all (pre)clinical portions of the course. This person will be responsible for the learning experiences. Only course faculty will be responsible for final evaluation of students.
- (3) This course shall include an evaluation component, mechanism, or procedure which assesses competence in coronal polishing. Minimal competency level shall be at seventy-five percent and must be demonstrated by the student prior to sitting for the standardized examination. The skills assessment must be on a clinical patient and disclosing solution must be utilized as an evaluation tool.
- (4) An applicant shall not be permitted to take the standardized examination until the instructor certifies that the applicant has successfully completed all components of the training program and that the applicant is deemed capable of safely performing coronal polishing. The board reserves the right to make an independent determination on the issue of completion.**
- (5) The board retains the right and authority, upon notification, to audit, monitor, or request evidence demonstrating adherence to Chapter 4715 of the Revised Code for training programs approved by board action. The board may rescind approval status if the career college or school has disseminated any false or misleading information in connection with the training program, or if the career college or school has failed to conform to Chapter 4715 of the Revised Code or Chapter 4715 of the Administrative Code.
- (C) Standardized testing - A board-approved examination to be administered by the Dental assisting national board, the Ohio commission on dental assistant certification, or the educational institution in which the applicant has obtained successful completion of an approved training program.
- The examination shall be conducted within sixty days after the conclusion of the training program and shall be governed in format, content and subject matter by the testing agency and/or educational institution.
 - The minimum passing score for the standardized testing is seventy-five percent.
 - An applicant must submit the examination fee established by the testing entity each time the applicant takes the examination.
 - An applicant who fails to successfully complete the examination after the third attempt must retake the training program.
 - An applicant must file a new application for each examination to be taken and submit a new examination fee as provided for in paragraph (C)(3) of this rule.
- (D) The board shall issue a certificate to perform coronal polishing to currently certified dental assistants who, within one year immediately preceding the date of application, have completed the requirements set forth in paragraphs (A)(2) and (A)(3) of this rule.
- (E) A certified dental assistant shall be exempt from the approved training program and standardized testing requirements provided in paragraphs (A)(2) and (A)(3) of this rule if he holds a current license, certificate, or other credential issued by another state that the board determines uses standards that are at least equal to those established by these rules.

4715-11-02 Certified dental assistant; functions.

- (A) A licensed dentist may assign to certified dental assistants under his direct supervision and full responsibility those basic remediable intra-oral dental tasks and/or procedures as defined in rule 4715-11-01.
- (B) A licensed dentist may assign to currently certified dental assistants under his direct supervision and full responsibility the following dental tasks and/or procedures in addition to those basic remediable intra-oral dental tasks and/or procedures as defined in rule 4715-11-01:
- "Coronal polishing" - Upon receipt of a certificate from the board authorizing the certified dental assistant to engage in coronal polishing activities, pursuant to Ohio Revised Code section 4715.39, the certified dental assistant may perform polishing of the enamel and restorations on the anatomical crowns of human teeth by utilizing only a combination of a polishing agent, a slow speed hand piece, a prophy angle and a rubber cup. This in no way authorizes the mechanical removal of calculus. Nothing in this rule authorizes a certified dental assistant to perform a complete oral prophylaxis; and
 - The polishing is performed only after a dentist has evaluated the patient and any calculus detected on the teeth to be polished has been removed by the dentist or dental hygienist; and
 - The dentist supervising the assistant supervises not more than two dental assistants engaging in coronal polishing activities at any given time.