



OHIO STATE DENTAL BOARD

CONSOLIDATED AUXILIARY DUTIES (C.A.D.) MATRIX

CONSOLIDATED AUXILIARY DUTIES (C.A.D.) MATRIX		Ohio Administrative Code Section	Dental Hygienist	Dental Hygienist Practice While the Dentist is Not Present	Expanded Function Dental Auxiliary (EFDA)	Expanded Function Dental Auxiliary (EFDA) While the Dentist is Not Present	Certified Assistant	Certified Assistant While the Dentist is Not Present	Basic Qualified Personnel (BQP)
			A	B	C	D	E	F	G
Dental Hygiene Oral Prophylaxis Tasks and/or Procedures									
1	* Administration of intraoral block and infiltration local anesthesia	4715-9-01 (A)(1)	✓						
2	* Administration (initiate, adjust, monitor, and terminate) of nitrous oxide-oxygen (N ₂ O-O ₂) minimal sedation	4715-9-01 (A)(2)	✓						
3	* Monitor nitrous oxide-oxygen (N ₂ O-O ₂) minimal sedation	4715-9-01 (A)(3) 4715-11-01 (B)(2), (C)(2), and (D)(2)	✓		✓		✓		✓
4	Polishing of the clinical crown(s) of teeth. Including restorations	4715-9-01 (C)(1)	✓	✓					
5	Removal of calcareous deposits or accretions from the crowns and roots of teeth	4715-9-01 (B)(1)	✓	✓					
6	Periodontal scaling, root planing, and soft tissue curettage	4715-9-01 (B)(2)	✓	✓					
7	Definitive subgingival curettage	4715-9-05 (F)(5)	✓						
8	Definitive root planing	4715-9-05 (F)(6)	✓						
9	Sulcular placement of prescribed materials	4715-9-01 (B)(3)	✓						
10	Bleaching of teeth (excluding procedures that utilize Light Amplification by Stimulated Emission of Radiation (LASER) Technologies	4715-9-01 (B)(4)	✓						
11	Procedures while the patient is anesthetized	4715-9-05 (F)(4)	✓						
12	General non-medical nutrition information for the purpose of maintaining good oral health	4715-9-01 (E)(21)(h)	✓	✓					

* Denotes specific regulatory requirements must be met prior to being permitted to perform this function.

			OAC Section	A	B	C	D	E	F	G
Advanced Remediable Intra-oral Dental Tasks and/or Procedures										
13	* Placement of Sealants ¹	4715-9-01 (C)(2) 4715-11-01 (C)(3)(a) 4715-11-01 (D)(4)(a)(i)	✓	✓	✓	✓	✓	✓	✓	
14	Placement of restorative materials limited to amalgam restorative materials	4715-11-04 (B)(2)			✓					
15	Placement of restorative materials limited to non-metallic restorative materials, including direct-bonded restorative materials	4715-11-04 (B)(3)			✓					
Basic Remediable Intra-oral and Extra-oral Dental Tasks and/or Procedures										
16	Aspiration and retraction.	4715-11-02 (B)(1)	✓	✓	✓			✓		✓
17	Intra-oral instrument transfer	4715-11-02 (B)(2)	✓	✓	✓			✓		✓
18	Preliminary charting of missing and filled teeth	4715-11-02 (B)(3)	✓	✓	✓			✓		✓
19	Elastomeric impressions for diagnostic models and models to be used for opposing models in the construction of appliances and restorations	4715-11-02 (B)(4)	✓	✓	✓			✓		✓
20	Taking impressions for the construction of custom athletic mouth protectors/mouthguards	4715-11-02 (B)(5)	✓	✓	✓			✓		✓
21	Taking impressions for the construction of trays for application of medicaments	4715-11-02 (B)(5)	✓	✓	✓			✓		✓
22	Application of disclosing solutions	4715-11-02 (B)(6)	✓	✓	✓	✓		✓	✓	✓
23	Caries susceptibility and detection	4715-11-02 (B)(7)	✓	✓	✓	✓		✓	✓	✓
24	Periodontal susceptibility and detection (excluding procedures that enter the gingival sulcus: e.g. Periodontal probing paper points)	4715-11-02 (B)(8)	✓		✓			✓		✓
25	Demonstration of oral hygiene procedures, including, but not limited to, use of toothbrushes and dental floss	4715-11-02 (B)(9)	✓	✓	✓	✓		✓	✓	✓
26	Shade selection for fabrication of appliances or restorations	4715-11-02 (B)(10)	✓		✓			✓		✓
27	Application of topical anesthetics	4715-11-02 (B)(11)	✓	✓	✓			✓		✓
28	Pulp testing	4715-11-02 (B)(12)	✓		✓			✓		✓

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¹ A dental hygienist may perform "Pit and fissure sealants" on a patient under the following conditions/situations:

- Under the supervision of a licensed dentist when the dentist is present in a dental office, public or private school, healthcare facility, dispensary, or public institution wherein the dental hygienist practices;
- In the dental office wherein the dental hygienist practices for not more than 15 days and subject to the minimum qualifications and protocols/guidelines set forth in the Dental Practice Act and under the supervision of a licensed dentist when the dentist is not present after examination and diagnosis in accordance with the dentist's treatment plan;
- In a Board-approved dental hygiene program wherein the dental hygienist practices and subject to the protocols/guidelines set forth in the Dental Practice Act under the supervision of a licensed dentist when the dentist is not present after examination and diagnosis in accordance with the dentist's treatment plan;
- In a Board-approved dental hygiene program wherein the dental hygienist practices *prior to examination* by a supervising dentist so long as *no other dental hygiene services are provided*.

			OAC Section	A	B	C	D	E	F	G
Basic Remediable Intra-oral and Extra-oral Dental Tasks and/or Procedures (Continued)										
29	Fluoride application	4715-11-02 (B)(13)	✓	✓	✓		✓		✓	
30	Application of fluoride varnish	4715-9-01€(11) 4715-9-05(C) 4715-11-03.2 (A)(2) 4715-11-04.4 (A)(4)	✓	✓		✓		✓		
31	Topical applications of desensitizing agents to teeth	4715-11-02 (B)(14)	✓	✓	✓	✓	✓	✓	✓	
32	* Standard, diagnostic, radiologic procedures for the purpose of contributing to the provision of dental services ²	4715-9-01 (C)(3) 4715-12-01	✓	✓	✓	✓	✓	✓	✓	
33	Application of periodontal dressings (packs)	4715-11-02 (B)(15)	✓	✓	✓		✓		✓	
34	Removal of periodontal dressings (packs)	4715-11-02 (B)(15)	✓	✓	✓		✓		✓	
35	Suture removal	4715-11-02 (B)(16)	✓		✓		✓		✓	
36	Placement of rubber dam over preplaced clamp, and removal of clamp and rubber dam	4715-11-02 (B)(17)	✓		✓		✓		✓	
37	Application of cavity varnish	4715-11-02 (B)(18)	✓		✓		✓		✓	
38	Placement of surgical dressings	4715-11-02 (B)(27)	✓		✓		✓		✓	
39	Removal of surgical dressings	4715-11-02 (B)(27)	✓		✓		✓		✓	
40	Intra-oral bite registrations for diagnostic model articulation	4715-11-02 (B)(24)	✓	✓	✓		✓		✓	
41	Intra-oral bite registrations for restorations	4715-11-02 (B)(24)	✓		✓		✓		✓	
42	Intra-oral bite registrations for appliances	4715-11-02 (B)(24)	✓		✓		✓		✓	
43	All supportive services necessary to the maintenance of a hygienic practice environment, including, but not limited to, all sterilizing procedures	4715-11-02 (B)(31)	✓	✓	✓		✓		✓	
44	All supportive services or procedures necessary to protect the physical well-being of the patient during routine treatment procedures and during periods of emergencies, including, but not limited to: <ul style="list-style-type: none"> Physical positioning of the patient Monitoring of vital signs Assistance during administration of life-support activities, and Any other non-invasive procedures deemed necessary by the supervising dentist to maintain the health and safety of the patient 	4715-11-02 (B)(32)	✓	✓	✓		✓		✓	

* Denotes specific regulatory requirements must be met prior to being permitted to perform this function.

² With the exception of the licensed dental hygienist, all dental auxiliary **must** hold a current Dental Assistant Radiographer certificate that has been issued by the Board in order to perform this procedure. This procedure may be performed when the dentist is not present subject to the guidelines set forth in Ohio Revised Code Section 4715.56(B).

		OAC Section	A	B	C	D	E	F	G
Basic Remediable Intra-oral and Extra-oral Dental Tasks and/or Procedures (Continued)									
45	All non-invasive supportive services and procedures necessary to the gathering and maintaining of accurate and complete medical and dental history of the patient, including but not limited to: <ul style="list-style-type: none"> • Taking photographs • Recording patient treatment • Measurement of blood pressure and body temperature; and • Other common tests deemed necessary by the supervising dentist 	4715-11-02 (B)(33)	✓	✓	✓		✓		✓
46	All extra-oral supportive laboratory procedures, including, but not limited to: <ul style="list-style-type: none"> • Repair, construction and finishing of metallic and plastic prosthetic devices; and • Compilation of radiographic data for interpretation by the dentist, i.e., tracings, etc. 	4715-11-02 (B)(34)	✓	✓	✓		✓		✓
47	All patient education services, including, but not limited to: <ul style="list-style-type: none"> • Progress reports • Consultations (oral or written) • Oral hygiene instructions • Use of intra-oral 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 	4715-11-02 (B)(36)	✓	✓	✓		✓		✓
48	All non-invasive supportive services normally utilized in conjunction with the treatment by the dentist of fascia pain or TMJ syndrome	4715-11-02 (B)(37)	✓		✓		✓		✓
49	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	4715-11-02 (B)(38)	✓		✓		✓		✓
Preparation of Materials, Drugs and Medications for Use in Dental Procedures									
50	Palliative materials	4715-11-02 (B)(35)(a)	✓		✓		✓		✓
51	Impression materials	4715-11-02 (B)(35)(b)	✓	✓	✓		✓		✓
52	Restorative materials	4715-11-02 (B)(35)(c)	✓		✓		✓		✓

		OAC Section	A	B	C	D	E	F	G
Restorative Procedures									
53	Impression, fabrication, cementation and removal of provisional restorations, not to include palliative or sedative restorations	4715-11-02 (B)(19)	✓		✓		✓		✓
54	Retraction of the gingival tissue prior to the final impression which is performed by the licensed, supervising dentist	4715-11-02 (B)(20)	✓		✓		✓		✓
55	Preliminary selection and sizing of stainless steel crowns	4715-11-02 (B)(21)	✓		✓		✓		✓
56	Polymerization of light-activated restorative or bonding materials	4715-11-02 (B)(30)	✓		✓		✓		✓
57	Recementation of temporary crowns or recementation of crowns with temporary cement	4715-9-01 (E)(15) 4715-11-03.2 (A)(1) 4715-11-4.4 (A)(2)	✓	✓		✓		✓	
Endodontic Procedures									
58	Irrigation and drying of canals during endodontic procedures	4715-11-02 (B)(25)	✓		✓		✓		✓
59	Placement of medication in the pulp chamber(s) of teeth with non-vital pulp or instrumented root canals	4715-11-02 (B)(26)	✓		✓		✓		✓
Orthodontic Procedures									
60	Impressions for removable or fixed orthodontic appliances	4715-11-02 (B)(39)	✓		✓		✓		✓
61	Preliminary selection and sizing of orthodontic bands and arch wires	4715-11-02 (B)(22)	✓		✓		✓		✓
62	Checking for and removal of loose orthodontic bands	4715-11-02 (B)(23)	✓		✓		✓		✓
63	Checking for and removal of loose orthodontic brackets	4715-11-02 (B)(23)	✓		✓		✓		✓
64	Placement and removal of orthodontic arch wires, auxiliary arch wires, and ligation of same to orthodontic bands and/or brackets	4715-11-02 (B)(28)	✓		✓		✓		✓
65	Placement and removal of orthodontic separators and ties	4715-11-02 (B)(29)	✓		✓		✓		✓

This quick reference guide was created based upon the rules as they are written on the date of publication. As the rules change, we will produce additional updated versions. This guide is a tool to assist you and your staff, but does not supersede the rules as written. If there is any discrepancy between this document and the rules, the rules govern.

Additionally, please be aware that while your staff might legally be permitted to perform the duties as listed, they are only to be performed under the supervision, direction, and control of a licensed dentist subject to those rules specific to whether the licensed dentist is present or when the dental auxiliary is practicing without the dentist being present.³

³ Except the placement of pit and fissure sealants which may be performed prior to the dentist examining the patient and rendering diagnosis specific to Ohio Revised Code Sections 4715.22(D)(3)(b), 4715.39(E) and (E)(5), and 4715.64(D) and (D)(4).

Definitions of Dental Auxiliary

Pursuant to Ohio Administrative Code Section 4715-3-01(C) which defines the following dental personnel as:

“Licensed dental hygienist” - a graduate of an accredited dental hygiene school or program who has successfully passed all examinations, completed all application requirements for licensure in Ohio as set forth in section 4715.21 of the Revised Code and the agency level rules of this board, and holds a current license to practice dental hygiene in Ohio which is not suspended or revoked by board action.

“Advanced qualified personnel” (hereinafter referred to as expanded function dental auxiliaries or EFDAs)- those persons who have passed the Ohio state dental board designated examination for expanded function dental auxiliaries who may perform advanced remediable intra-oral dental tasks and/or procedures under the direct supervision and full responsibility of a licensed dentist.

“Certified assistant” - a dental assistant who maintains current certification by completion of the continuing education requirements upon successfully passing the certification examination of the Dental Assisting National Board (DANB) or the Ohio Commission on dental assistant certification (OCDAC).

“Basic qualified personnel” – basic qualified personnel are those persons who are adjudged by the licensed dentist to be capable and competent of performing basic remediable intra-oral and extra-oral dental tasks and/or procedures under his direct supervision and full responsibility. These persons must be trained directly via an employer-dentist, via a planned sequence of instruction in an educational institution or via in-office training.

Dental Practice Act on Permissible Duties

The permissible duties as listed are subject to the specific education, training, examination, experience and practice requirements listed in the Dental Practice Act for auxiliary personnel. The specific requirements for each dental auxiliary may be found in the following sections of the Dental Practice Act:

Dental Hygienist: Ohio Revised Code Sections 4715.22, 4715.23, and 4715.231 and Ohio Administrative Code Rules 4715-9-01 to 4715-9-06.1 inclusive and 4715-11-02 and 4715-11-02.1.

Expanded Function Dental Auxiliary: Ohio Revised Code 4715.39 and 4715.64 and Ohio Administrative Code Rules 4715-11-01 (A) and (D), 4715-11-02, 4715-11-02.1, 4715-11-04, and 4715-11-04.4.

Certified assistant: Ohio Revised Code 4715.39 and Ohio Administrative Code Rules 4715-11-01(A) and (C), 4715-11-02, 4715-11-02.1, 4715-11-03, 4715-11-03.1, and 4715-11-03.2.

Basic Qualified Personnel: Ohio Revised Code 4715.39(F) and Ohio Administrative Code Rules 4715-11-01(A) and (B), 4715-11-02, and 4715-11-02.1.

Dental Assistant Radiographer: Ohio Revised Code 4715.53 and 4715.56 and Ohio Administrative Code Rules 4715-12-01 to 4715-12-05 inclusive.

Definitions of Supervision

Pursuant to Ohio Administrative Code Rule 4715-3-01(O), which defines the levels of supervision as follows:

1. "Supervision" - acts are deemed to be under the supervision of a licensed dentist when 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. Such acts shall be performed only after examination and diagnosis by said dentist and in accordance with said dentist's treatment plan for the procedure to be performed by the dental hygienist. This definition is subject to the exceptions noted in section 4715.22 of the Revised Code.
2. "Direct supervision" - acts are deemed to be under the direct supervision of a licensed dentist when 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.
3. "Personal supervision" - acts are deemed to be under the personal supervision of the licensed dentist when the dentist is personally operating on a patient and authorizes an auxiliary to aid treatment by concurrently performing supportive procedures.

Dental Auxiliaries and Dental Healthcare Workers

Pursuant to Ohio Administrative Code Rule 4715-3-01(C)(10) and (C)(11), which defines additional dental auxiliary and dental healthcare workers as follows:

- (C)(10) "Dental auxiliaries" - dental auxiliaries are all persons, not licensed to practice dentistry in Ohio, who assist in the dental practice.
- a. Subject to those more specific laws or rules regulating the functions of basic qualified personnel, expanded function dental auxiliaries and hygienists, a dental auxiliary may, under the personal supervision and full responsibility of a licensed dentist, assist in the concurrent performance of supportive procedures, and may assist with the administration of drugs, medications, and inhalation anesthetic agents, including nitrous oxide.
 - b. Further, parenteral injections for the administration of drugs, including local anesthetic agents may not be delegated to dental auxiliaries unless they are appropriately licensed in the state of Ohio.

(C)(11) "Dental health care workers" - dental health care workers are all personnel utilized by a licensed dentist who assist in a dental practice and who may be exposed to body fluids such as blood or saliva.

Coronal Polishing Certificate

In order to obtain a coronal polishing certification from the Board to be permitted to perform coronal polishing procedures, a currently certified assistant must meet the education, training, examination, and application requirements set forth in Ohio Administrative Code rule 4715-11-03.1.

Permissible Practices Documentation

Dental auxiliary are required to complete and attach supporting documentation to the Permissible Practices Documentation for Dental Hygienists Form, Permissible Practices Documentation for Dental Assistants Form, or the Permissible Practices Documentation for Expanded Function Dental Auxiliary Form when performing any of the following:

Dental Hygienists: <http://www.dental.ohio.gov/Portals/0/Professions/PermissiblePractices-ALL/Dental%20Hygiene%20Practice%20Documentation.pdf?ver=2016-10-31-102051-630>

- Administration of intraoral block and infiltration local anesthesia
- Administration of nitrous oxide-oxygen (N₂O-O₂) minimal sedation
- Monitoring of nitrous oxide- oxygen (N₂O-O₂) minimal sedation
- Practice when the dentist is not physically present;

Dental Assistants: <http://www.dental.ohio.gov/Portals/0/Professions/PermissiblePractices-ALL/Dental%20Assistant%20Practice%20Documentation.pdf?ver=2016-10-31-102051-863>

- Monitoring of nitrous oxide- oxygen (N₂O-O₂) minimal sedation
- Pit and Fissure Sealants (certified assistants only);
- Practice when the dentist is not physically present (certified assistants only);

Expanded Function Dental Auxiliary: <http://www.dental.ohio.gov/Portals/0/Professions/PermissiblePractices-ALL/EFDA%20Practice%20Documentation.pdf?ver=2016-10-31-102051-943>

- Monitoring of nitrous oxide- oxygen (N₂O-O₂) minimal sedation
- Practice when the dentist is not physically present

These forms are to be signed by the supervising dentist and maintained in all dental facilities wherein the dental hygienist or dental auxiliary are practicing.

Non-delegable dental tasks and/or procedures.

Pursuant to Ohio Administrative Code Rule 4715-11-06, the following dental tasks and/or procedures shall not be delegated to dental auxiliary and may only be performed by the licensed dentist:

1. Definitive diagnosis and treatment planning.
2. The final placement of any fixed or removable appliances.
3. The final removal of any fixed appliance.
4. The therapeutic intra-oral adjustment of any fixed or removable appliance.
5. Cutting procedures utilized in the preparation of the coronal or root portion of the tooth.
6. Cutting procedures involving the supportive structures of the tooth.
7. The placement of the final root canal filling.
8. Final impressions of any tissue-bearing area, whether it be hard or soft tissue, upon which a prosthetic restoration is to be place. Taking of impressions for athletic mouthguards or similar appliances is not to be construed as a final impression.
9. Occlusal registration procedures for any prosthetic restoration, whether it be fixed or removable.
10. The final placement of prefabricated or cast restorations or crowns.
11. Procedures utilizing light amplification by stimulated emission of radiation (LASER) technologies (excluding caries susceptibility testing devices).
12. Any other dental tasks and/or procedures which are prohibited by law or agency-level 4715 rules of the Administrative Code.