



STATE OF IOWA

IOWA DENTAL BOARD

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

JILL STUECKER
EXECUTIVE DIRECTOR

Expanded Functions
Frequently Asked Questions
Approved By the Iowa Dental Board: 4/29/16

Overview: This document answers frequently asked questions about expanded functions. Expanded functions may be performed by registered dental assistants and licensed dental hygienists who have completed Board-approved training. They are broken into Level 1 and Level 2 procedures. Training for Level 1 procedures must consist of the following:

- (1) An initial assessment to determine the base entry level of all participants in the program. At a minimum, all participants must meet established requirements before beginning expanded function training;
- (2) A didactic component;
- (3) A laboratory component, if necessary;
- (4) A clinical component, which may be obtained under the personal supervision of the participant's supervising dentist while the participant is concurrently enrolled in the training program; and
- (5) A postcourse competency assessment at the conclusion of the training program.

Training for Level 2 procedures is only available through the University of Iowa.

Iowa Administrative Code 650-20.4 establishes the requirements for registered dental assistants to provide expanded functions. Iowa Administrative Code 650-10.3(8) establishes the requirements for licensed dental hygienists to provide expanded functions.

1. Who is eligible to train for Level I Expanded Function Procedures?

Registered dental assistants and licensed dental hygienists are eligible to train in expanded functions as outlined below.

Registered Dental Assistants:

To be eligible for expanded function training, a registered dental assistant must meet at least one of the following requirements:

1. Be a graduate of an ADA-accredited dental assistant program; or
2. Be currently certified by the Dental Assisting National Board (DANB); or
3. Have at least one year of clinical practice as a registered dental assistant; or
4. Have at least one year of clinical practice as a dental assistant in a state that does not require registration.

Licensed Dental Hygienists:

Any licensed dental hygienist is eligible to train for Level 1 procedures.

2. Is a dental assistant trainee eligible for Level I Expanded Function Procedures?

No. A dental assistant trainee is not eligible to train in Level 1 procedures.

3. What are the education and training requirements to become an expanded functions provider?

All expanded function training must be prior-approved by the Board.

4. Which courses are acceptable for Level 1 training?

Courses which have been reviewed and approved by the Board are acceptable for Level 1 training. More information regarding Board-approved courses can be found at <http://www.dentalboard.iowa.gov/practitioners/dental-assistants/xinfo.html>.

5. Do I have to train in all Level I Expanded Function Procedures or can I pick and choose?

You may choose to train in any one or several of the expanded function duties in order to become a Basic Expanded Function Provider. However, to become a Certified Level 1 Provider, you must successfully complete the training for all Level I Expanded Function Procedures and provide verification of the completion of Level 1 procedures.

6. What documentation do I need to verify that I have completed all of the Level I Expanded Function Procedures?

The Board has a sample documentation form available, or you may develop your own form to maintain documentation. At minimum, the course trainer/teacher needs to sign off on each function, verifying the successful completion of each function. A signed certificate of completion is an acceptable form of documentation.

Both the supervising dentist and registered dental assistant or dental hygienist shall be responsible for maintaining in each office of practice documentation of successful completion of the Board-approved training.

7. Can I become a Level I Certified Provider, if I have completed training through multiple trainers?

Yes, provided you have documentation of all training provided.

8. If I have trained in all Level I Expanded Function Procedures, do I need a formal certificate which verifies my status as a Level I Certified Provider?

No. It is the responsibility of the Level 1 dental hygienist or registered dental assistant to obtain and maintain documentation of completion for each function. If you have documentation that you have completed training in all functions, you are considered to be a Level 1 Certified Provider.

9. Do I need to register my Level I status with the Board?

No. The supervising dentist and registered dental assistant or dental hygienist shall be responsible for maintaining in each office of practice documentation of successful completion of the Board-approved training.

10. Can I be awarded continuing education credit for training in expanded functions?

Yes. Board-approved courses are eligible for continuing education credit. The course trainer/teacher can verify the number of continuing education credits that have been approved.

11. What examinations are required for Level 1 Expanded Function Procedures?

Both pre and post-tests are required for Level 1 procedures.

12. Who is eligible for Level 2 Expanded Function Procedures?

Certified Level 1 Providers are practitioners who have completed training in all Level 1 procedures. In order to be eligible to train for Level 2 procedures, you must first become a Certified Level 1 Provider.

13. What are the differences in Level 1 Expanded Function Procedures for registered dental assistants and dental hygienists?

Per Board rules, there are some distinctions in Level 1 Expanded Function Procedures between dental assistants and dental hygienists as some functions are already included in the dental hygiene scope of practice. There are 5 Level 1 procedures for dental hygienists and 11 Level 1 procedures for dental assistants. Please review the list of Level 1 functions below and note the differences.

Dental Hygienist Level 1 Procedures:

1. Taking occlusal registrations for purposes other than mounting study casts;
2. Placement and removal of gingival retraction;
3. Fabrication and removal of provisional restorations;
4. Applying cavity liners and bases and bonding systems for restorative purposes; and
5. Taking final impressions.

Registered Dental Assistant Level 1 Procedures:

1. Taking occlusal registrations;
2. Placement and removal of gingival retraction;
3. Fabrication and removal of provisional restorations;
4. Applying cavity liners and bases, desensitizing agents, and bonding systems;
5. Placement and removal of dry socket medication;
6. Placement of periodontal dressings;
7. Testing pulp vitality;
8. Monitoring of nitrous oxide inhalation analgesia;
9. Taking final impressions;
10. Removal of adhesives (hand instrumentation only); and
11. Preliminary charting of existing dental restorations and teeth.

14. Does Level 1 include placement of a provisional restoration?

No. A Level 1 dental hygienist or registered dental assistant can only fabricate or remove a provisional restoration. The placement of a provisional restoration is not a permitted function.

15. Can a hygienist take an expanded function course on those procedures which are already included in the scope of practice, such as the monitoring of nitrous oxide?

Yes, but it is not required in order for a hygienist to become a Certified Level 1 Provider.

16. If I took expanded function training as a dental assistant, and later become a dental hygienist, do my expanded function credentials carry over, or do I have to retrain?

They carry over. If you change professions, from a dental assistant to a dental hygienist, your expanded function credentials are valid, as long as you continue to maintain documentation of all training provided. You do not have to retrain.

17. What do I need to submit to become a Board-approved provider of Level 1 expanded function training?

The following items must be submitted for Board consideration:

1. Expanded Function Prior Approval Form
2. Detailed course description for each function
3. Course outline for each function which clearly shows the following:
 - a. Breakout of hours spent on each topic area
 - b. A didactic component
 - c. A laboratory component, if necessary
 - d. A clinical component
4. An initial assessment to determine base entry level of participants (pre-test)
5. A postcourse competency assessment (post-test)

18. What level of supervision is required for expanded function procedures?

Per Board rules, the below supervision levels are required for expanded function procedures:

Dental Hygienists:

A dental hygienist may only perform expanded function procedures which are delegated by and performed under the supervision of a dentist. The taking of occlusal registrations for purposes other than mounting study casts may be performed under general supervision; all other expanded function procedures shall be performed under direct supervision.

Dental Assistants:

Dental assistants may only perform expanded function procedures which are delegated by and performed under the direct supervision of a dentist.

19. Can dental hygienists and dental assistants take the same course(s)?

Yes. Dental hygienists and dental assistants can take the same course(s).

20. Do I need to renew or complete ongoing courses to maintain my expanded function training?

No. There are currently no requirements for renewal of expanded function training.

21. Where do I go to receive Level 2 training?

Level 2 training will be provided by the College of Dentistry at the University of Iowa, but it is currently under development. More information on the Level 2 training will be posted on the Board website once it becomes available.

In order to be eligible to start Level 2 training the applicant must first pass an entrance exam, which will be administered by the University of Iowa.