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Sequence Number: 61-27-17
Rule ID(s): 6414
File Date: 1-31-17
Effective Date: 5-1-17

Rulemaking Hearing Rule(s) Filing Form

Rulemaking Hearing Rules are rules filed after and as a result of a rulemaking hearing (Tenn. Code Ann. § 4-5-205).

Pursuant to Tenn. Code Ann. § 4-5-229, any new fee or fee increase promulgated by state agency rule shall take effect on July 1, following the expiration of the ninety (90) day period as provided in § 4-5-207. This section shall not apply to rules that implement new fees or fee increases that are promulgated as emergency rules pursuant to § 4-5-208(a) and to subsequent rules that make permanent such emergency rules, as amended during the rulemaking process. In addition, this section shall not apply to state agencies that did not, during the preceding two (2) fiscal years, collect fees in an amount sufficient to pay the cost of operating the board, commission or entity in accordance with § 4-29-121(b).

Agency/Board/Commission:	Board of Dentistry
Division:	
Contact Person:	Jennifer Putnam
Address:	665 Mainstream Drive, Nashville, Tennessee
Zip:	37243
Phone:	(615) 741-1611
Email:	Jennifer.Putnam@tn.gov

Revision Type (check all that apply):

- Amendment
 New
 Repeal

Rule(s) (ALL chapters and rules contained in filing must be listed here. If needed, copy and paste additional tables to accommodate multiple chapters. Please make sure that **ALL** new rule and repealed rule numbers are listed in the chart below. Please enter only **ONE** Rule Number/Rule Title per row)

Chapter Number	Chapter Title
0460-05	General Rules Governing Schools, Programs and Courses for Dentists, Dental Hygienists, and Registered Dental Assistants
Rule Number	Rule Title
0460-05-.03	Schools, Programs and Courses for the Registered Dental Assistant

(Place substance of rules and other info here. Please be sure to include a detailed explanation of the changes being made to the listed rule(s). Statutory authority must be given for each rule change. For information on formatting rules go to http://sos.tn.gov/sites/default/files/forms/Rulemaking_Guidelines_August2014.pdf)

Chapter 0460-05

General Rules Governing Schools, Programs and Courses for Dentists, Dental Hygienists, and Registered Dental Assistants

Amendments

Rule 0460-05-.03 Schools, Programs and Courses for the Registered Dental Assistant is amended by deleting subparagraphs (1)(a) and (1)(b), including their parts, and substituting the following language, so that as amended, the new subparagraphs shall read:

(a) Approval and Re-approval of Program

1. The owner and/or director of a dental assistant program seeking board approval shall make application for approval to operate a program on forms provided by the Tennessee Board of Dentistry Administrative Office. The completed application along with program information required by this rule must be received by the Board office at least thirty days (30) days prior to the next regularly scheduled meeting in order for the Board to review the application. The owner and/or director of the program will be notified in writing of the Board's action(s).
2. The program shall be subject to on-site inspections by representatives of the Board and/or required to complete paper surveys, as requested.
3. The Board shall be notified immediately of any changes made in the operation of the program, such as changes of location, directorship, and/or instructors.
4. Approval granted by the Board of Dentistry is only valid for two (2) years from the date the approval is granted (ratified) by the Board.
5. Should approval be removed by the Board or not renewed after the expiration of the two (2) year time period, the program shall cease using the language 'board approved' on all materials and advertisements.
6. Resumes must be submitted on each instructor.
7. The application must also include a detailed curriculum which lists the outline of the subjects covered in the program and the learning objectives for each subject.
8. The program must inform the Board if the program will be taught in person or online. If any portion of the program is taught online, the subjects and number of hours taught online must be included with the application.
9. In order to obtain and/or retain Board approval, the program shall maintain compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum that are in effect upon application or re-application for approval.

(b) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment and Curriculum.

1. The curriculum must be structured on the basis of a minimum of 116 hours instructional hours and must include at least 14 hours in the subject of dental radiology.
2. Instructional hours should include didactic and laboratory instruction.
3. Students should generally be at least 18 years old before admittance to the program; however students must be 18 years old before any exposure to x-rays begins. Students must have high school diploma or equivalent.
4. The program must demonstrate that student enrollment numbers are proportionate to the number of faculty, and to the availability of appropriate classroom, laboratory, and clinical facilities, equipment, instruments, and supplies. Student to instructor ratio should not exceed 10/1.
5. A program must have access to dental operatories, sterilization equipment, x-ray machines (processing and/or digital equipment), and dental laboratory equipment.
6. The students must be provided a program syllabus at the beginning of each program. The syllabus must include a program outline, learning objectives for each topic and the amount of time to be spent on each topic. A sample dental assistant registration applicant form must be included when applying for board approval.
7. Program grading policies must be included in the information provided to each student.
8. Skills assessments where needed must be performed.
9. Students need to be informed that any conviction must be explained to the Board of Dentistry with their application for registration and that all court documents regarding any conviction must be submitted. The Board of Dentistry reviews all court documents required to be submitted with the application for registration and they may deny registration or require an appearance before the Board before deciding to issue or deny the registration.
10. Suggested materials to be utilized in the course include but are not limited to, the most recent editions of the following:
 - (i) Modern Dental Assisting; Doni L. Bird, CDA, RDA, RDH, MA and Debbie S. Robinson, CDA, MS
 - (ii) Tennessee Dental Practice Act – available at <http://tn.gov/health/article/Dentistry-statutes>;
 - (iii) Review of Dental Assisting; Betty Ladley Finkbeiner CDA Emeritus RDA BS MS
 - (iv) The Dental Assisting Workbook; Doni L. Bird, CDA, RDA, RDH, MA and Debbie S. Robinson, CDA, MS
11. The minimum of 14 hours in the subject of dental radiology required to be covered in the curriculum for the dental assistant registration must include, at a minimum, the same subjects as required for the dental radiology certification courses. (see Rule 0460-05-.03(7)(d)4.)
12. The program syllabus must be approved by the Board and shall include instruction in all of the following subject matters:
 - (i) The dental health team;

- (ii) The dental office, including a review of equipment commonly found in treatment areas;
 - (iii) Ethics and jurisprudence;
 - (iv) Applied psychology and communication skills;
 - (v) A review of the teeth and supporting tissues;
 - (vi) Assisting with soft tissue oral examination;
 - (vii) Dental charting;
 - (viii) Microbiology and oral pathology;
 - (ix) Dental materials;
 - (x) Preventive dentistry;
 - (xi) Disease transmission and infection control;
 - (xii) Special and disabled patients;
 - (xiii) Medical emergencies;
 - (xiv) Pharmacology and pain control;
 - (xv) Dental instruments;
 - (xvi) Delivering dental care and moisture control;
 - (xvii) The dental dam;
 - (xviii) Oral diagnosis and treatment planning;
 - (xix) General dentistry and restorations;
 - (xx) Pediatric dentistry;
 - (xxi) Orthodontics;
 - (xxii) Periodontics;
 - (xxiii) Endodontics;
 - (xxiv) Fixed prosthodontics;
 - (xxv) Removable prosthodontics; and
 - (xxvi) Oral surgery.
13. The curriculum content must include instruction in the following dental assisting skills and functions:
- (i) Maintaining patient treatment records;

- (ii) Reviewing and recording medical and dental histories;
 - (iii) Taking and recording vital signs;
 - (iv) Seating and dismissing patients;
 - (v) Preparing tray set-ups for operative procedures;
 - (vi) Managing infection and hazard control protocols consistent with current guidelines;
 - (vii) Operating oral evacuation systems and air/water syringes;
 - (viii) Maintaining a clear field of vision including various isolation techniques;
 - (ix) Performing a variety of instrument transfers;
 - (x) Utilizing appropriate chairside assistant ergonomics;
 - (xi) Providing patient preventive education and oral hygiene instruction;
 - (xii) Identifying and responding to medical and dental emergencies;
 - (xiii) Providing pre and post-operative instructions prescribed by a dentist;
 - (xiv) Applying topical anesthetic and desensitizing agents;
 - (xv) Placing and removing a rubber dental dam;
 - (xvi) Applying fluoride agents;
 - (xvii) Applying bases, liners, and bonding agents;
 - (xviii) Fabricating, placing and removing provisional restorations;
 - (xix) Placing and selecting matrix retainers, matrix bands, and wedges;
 - (xx) Removing of excess cement;
 - (xxi) Fabricating bleaching trays, mouth guards, and custom trays;
 - (xxii) Taking preliminary impressions (alginate impressions);
 - (xxiii) Placing and removing retraction materials;
 - (xxiv) Removing sutures;
 - (xxv) Performing pulp vitality tests;
 - (xxvi) Placing and removing periodontal dressing; and
 - (xxvii) Performing orthodontic functions as stated in Rule 0460-04-.08.
14. Time and attendance records must be kept on each student. The student must make up any missed hours. Usually, each program has extra hours added to the 116 total hours to facilitate makeup lessons.

15. Each program must have at least two (2) examinations during the program; one mid-term examination and a final examination.
16. Examinations must have a passing score of at least 75%.
17. Within thirty (30) days of program completion, the program director must certify in writing to the Board office that the student has completed all program requirements, including the requirements for the dental radiology certification.
18. Within thirty (30) days of program completion, a list of students must be submitted to the Board office along with the program completion letter for each student.

Authority: T.C.A. §§ 63-5-105, 63-5-107, 63-5-108, 63-5-111, 63-5-115, and 63-5-116.

* If a roll-call vote was necessary, the vote by the Agency on these rulemaking hearing rules was as follows:

Board Member	Aye	No	Abstain	Absent	Signature (if required)
Nadim J. Jubran, D.D.S	X				
Mary R. Warner, R.D.H.	X				
Katherine N. Hall, D.D.S	X				
Ernest J. DeWald, D.D.S	X				
Donald D. Henson	X				
Airica Brooke Puckett	X				
Stephen J. Maroda, Jr., D.M.D	X				
Randall P. Prince, D.D.S.	X				
Dan T. Meadows, D.D.S.	X				
Betty Lynn Richert	X				
Vacant					

I certify that this is an accurate and complete copy of rulemaking hearing rules, lawfully promulgated and adopted by the Board of Dentistry (board/commission/ other authority) on 10/13/2016 (mm/dd/yyyy), and is in compliance with the provisions of T.C.A. § 4-5-222.

I further certify the following:

Notice of Rulemaking Hearing filed with the Department of State on: 07/22/16

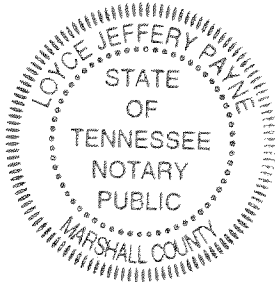
Rulemaking Hearing(s) Conducted on: (add more dates). 10/13/16

Date: 10/14/16

Signature: Jennifer L. Putnam

Name of Officer: Jennifer Putnam
Assistant General Counsel

Title of Officer: Department of Health



Subscribed and sworn to before me on: 10/14/16

Notary Public Signature: Loyce Jeffery Payne

My commission expires on: June 29, 2020

All rulemaking hearing rules provided for herein have been examined by the Attorney General and Reporter of the State of Tennessee and are approved as to legality pursuant to the provisions of the Administrative Procedures Act, Tennessee Code Annotated, Title 4, Chapter 5.

Herbert H. Slattery III
Herbert H. Slattery III
Attorney General and Reporter

1/23/2017
Date

Department of State Use Only

Filed with the Department of State on: 1-31-17

Effective on: 5-1-17

Tre Hargett
Tre Hargett
Secretary of State

RECEIVED
2017 JAN 31 PM 3:30
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PUBLICATIONS

Public Hearing Comments

One copy of a document containing responses to comments made at the public hearing must accompany the filing pursuant to T.C.A. § 4-5-222. Agencies shall include only their responses to public hearing comments, which can be summarized. No letters of inquiry from parties questioning the rule will be accepted. When no comments are received at the public hearing, the agency need only draft a memorandum stating such and include it with the Rulemaking Hearing Rule filing. Minutes of the meeting will not be accepted. Transcripts are not acceptable.

There were no public comments, either written or oral.

Regulatory Flexibility Addendum

Pursuant to T.C.A. §§ 4-5-401 through 4-5-404, prior to initiating the rule making process, all agencies shall conduct a review of whether a proposed rule or rule affects small business.

- (1) **The extent to which the rule or rule may overlap, duplicate, or conflict with other federal, state, and local governmental rules.**

The proposed rule amendment does not overlap, duplicate, or conflict with other federal, state, and local government rules.

- (2) **Clarity, conciseness, and lack of ambiguity in the rule or rules.**

The proposed rule amendment establishes clarity, conciseness, and lack of ambiguity.

- (3) **The establishment of flexible compliance and/or reporting requirements for small businesses.**

The proposed rule amendments should have little effect on small businesses as the rules provide the minimum standards a program must meet to obtain an optional board approval designation.

- (4) **The establishment of friendly schedules or deadlines for compliance and/or reporting requirements for small businesses.**

The proposed rule amendments should have little effect on small businesses as the rules provide the minimum standards a program must meet to obtain an optional board approval designation.

- (5) **The consolidation or simplification of compliance or reporting requirements for small businesses.**

The proposed rule amendments should have little effect on small businesses as the rules provide the minimum standards a program must meet to obtain an optional board approval designation.

- (6) **The establishment of performance standards for small businesses as opposed to design or operational standards required in the proposed rule.**

The proposed rule amendments should have little effect on small businesses as the rules provide the minimum standards a program must meet to obtain an optional board approval designation.

- (7) **The unnecessary creation of entry barriers or other effects that stifle entrepreneurial activity, curb innovation, or increase costs.**

The proposed rule amendment does not create unnecessary barriers or other effects that stifle entrepreneurial activity, curb innovation, or increase costs.

STATEMENT OF ECONOMIC IMPACT TO SMALL BUSINESSES

Name of Board, Committee or Council: *Board of Dentistry*

Date of Hearing: October 13, 2016

1. Type or types of small business and an identification and estimate of the number of small businesses subject to the proposed rule that would bear the cost of, and/or directly benefit from the proposed rule:

All applicants (owners or directors of dental assistant programs) seeking to obtain board approval for their dental assisting schools or programs will be affected by these proposed rules. Currently, there are thirty-six (36) in-state programs and five (5) out of state programs with a board approved designation.

2. Projected reporting, recordkeeping and other administrative costs required for compliance with the proposed rule, including the type of professional skills necessary for preparation of the report or record:

The proposed rule amendments should have little effect on small businesses as the rules provide the minimum standards a program must meet to obtain an optional board approval designation and do not involve administrative costs.

3. Statement of the probable effect on impacted small businesses and consumers:

The proposed rule amendments should positively impact small businesses as those businesses offering dental assisting programs will have the opportunity to become board-approved.

4. Description of any less burdensome, less intrusive or less costly alternative methods of achieving the purpose and/or objectives of the proposed rule that may exist, and to what extent, such alternative means might be less burdensome to small business:

The proposed rule amendments are not burdensome, intrusive, or costly.

5. Comparison of the proposed rule with any federal or state counterparts:

Federal: None.

State: None.

6. Analysis of the effect of the possible exemption of small businesses from all or any part of the requirements contained in the proposed rule.

The proposed rule amendments do not provide exemptions for small businesses.

Impact on Local Governments

Pursuant to T.C.A. §§ 4-5-220 and 4-5-228 “any rule proposed to be promulgated shall state in a simple declarative sentence, without additional comments on the merits of the policy of the rules or regulation, whether the rule or regulation may have a projected impact on local governments.” (See Public Chapter Number 1070 (<http://state.tn.us/sos/acts/106/pub/pc1070.pdf>) of the 2010 Session of the General Assembly)

The proposed rule amendments should not have a financial impact on local governments.

Additional Information Required by Joint Government Operations Committee

All agencies, upon filing a rule, must also submit the following pursuant to T.C.A. § 4-5-226(i)(1).

- (A) A brief summary of the rule and a description of all relevant changes in previous regulations effectuated by such rule;

These rule amendments add requirements for Registered Dental Assisting Programs.

- (B) A citation to and brief description of any federal law or regulation or any state law or regulation mandating promulgation of such rule or establishing guidelines relevant thereto;

None.

- (C) Identification of persons, organizations, corporations or governmental entities most directly affected by this rule, and whether those persons, organizations, corporations or governmental entities urge adoption or rejection of this rule;

All applicants (owners or directors of dental assistant programs) seeking to participate in, or offer, dental assisting schools or programs will be affected by these proposed rules. Currently, there are thirty-six (36) in-state programs and five (5) out of state programs with a board approved designation.

- (D) Identification of any opinions of the attorney general and reporter or any judicial ruling that directly relates to the rule;

None.

- (E) An estimate of the probable increase or decrease in state and local government revenues and expenditures, if any, resulting from the promulgation of this rule, and assumptions and reasoning upon which the estimate is based. An agency shall not state that the fiscal impact is minimal if the fiscal impact is more than two percent (2%) of the agency's annual budget or five hundred thousand dollars (\$500,000), whichever is less;

These rules should not result in any increase or decrease in state or local government revenues or expenditures.

- (F) Identification of the appropriate agency representative or representatives, possessing substantial knowledge and understanding of the rule;

Jennifer Putnam, Assistant General Counsel, Department of Health.

- (G) Identification of the appropriate agency representative or representatives who will explain the rule at a scheduled meeting of the committees;

Jennifer Putnam, Assistant General Counsel, Department of Health.

- (H) Office address, telephone number, and email address of the agency representative or representatives who will explain the rule at a scheduled meeting of the committees; and

Department of Health, Office of General Counsel, 665 Mainstream Drive, Nashville, 37243, (615)741-1611, Jennifer.Putnam@tn.gov.

- (I) Any additional information relevant to the rule proposed for continuation that the committee requests.

None.

(Rule 0460-05-.02, continued)

- (h) Failure to adhere to the rules governing the certification course or to provide access to inspection, pursuant to subparagraph (5) (c) of this rule, may subject the course provider and students to invalidation of the course results and withdrawal of course approval issued by the Board.

Authority: T.C.A. §§ 4-5-202, 4-5-204, 63-5-105, 63-5-107, 63-5-108, 63-5-115, and 63-5-116.
Administrative History: Original rule certified June 7, 1974. Amendment filed August 26, 1980; effective December 1, 1980. Repeal and new rule filed December 11, 1991; effective January 25, 1992. Repeal filed February 12, 1996; effective April 27, 1996. New rule filed September 17, 2003; effective December 1, 2003. Amendments filed August 3, 2005; effective October 17, 2005. Amendment filed October 12, 2007; effective December 26, 2007. Amendment filed September 25, 2008; effective December 9, 2008. Amendments filed September 30, 2014; effective December 29, 2014.

0460-05-.03 SCHOOLS, PROGRAMS AND COURSES FOR THE REGISTERED DENTAL ASSISTANT.

- (1) Registered Dental Assisting Programs.

- ~~(a) Board-Approved Programs.~~

- ~~1. Reserved.~~

- ~~2. Reserved.~~

- (a) Approval and Re-approval of Program

- 1. The owner and/or director of a dental assistant program seeking board approval shall make application for approval to operate a program on forms provided by the Tennessee Board of Dentistry Administrative Office. The completed application along with program information required by this rule must be received by the Board office at least thirty days (30) days prior to the next regularly scheduled meeting in order for the Board to review the application. The owner and/or director of the program will be notified in writing of the Board's action(s).
 - 2. The program shall be subject to on-site inspections by representatives of the Board and/or required to complete paper surveys, as requested.
 - 3. The Board shall be notified immediately of any changes made in the operation of the program, such as changes of location, directorship, and/or instructors.
 - 4. Approval granted by the Board of Dentistry is only valid for two (2) years from the date the approval is granted (ratified) by the Board.
 - 5. Should approval be removed by the Board or not renewed after the expiration of the two (2) year time period, the program shall cease using the language 'board approved' on all materials and advertisements.
 - 6. Resumes must be submitted on each instructor.

(Rule 0460-05-.03, continued)

7. The application must also include a detailed curriculum which lists the outline of the subjects covered in the program and the learning objectives for each subject.
8. The program must inform the Board if the program will be taught in person or online. If any portion of the program is taught online, the subjects and number of hours taught online must be included with the application.
9. In order to obtain and/or retain Board approval, the program shall maintain compliance with all minimum standards for admissions, facilities, instructor(s), equipment, and curriculum that are in effect upon application or re-application for approval.

~~(b) ADA-Accredited Programs:~~

1. ~~Reserved.~~
2. ~~Reserved.~~

(b) Minimum Standards for Admissions, Facilities, Instructor(s), Equipment and Curriculum.

1. The curriculum must be structured on the basis of a minimum of 116 hours instructional hours and must include at least 14 hours in the subject of dental radiology.
2. Instructional hours should include didactic and laboratory instruction.
3. Students should generally be at least 18 years old before admittance to the program; however students must be 18 years old before any exposure to x-rays begins. Students must have high school diploma or equivalent.
4. The program must demonstrate that student enrollment numbers are proportionate to the number of faculty, and to the availability of appropriate classroom, laboratory, and clinical facilities, equipment, instruments, and supplies. Student to instructor ratio should not exceed 10/1.
5. A program must have access to dental operatories, sterilization equipment, x-ray machines (processing and/or digital equipment), and dental laboratory equipment.
6. The students must be provided a program syllabus at the beginning of each program. The syllabus must include a program outline, learning objectives for each topic and the amount of time to be spent on each topic. A sample dental assistant registration applicant form must be included when applying for board approval.
7. Program grading policies must be included in the information provided to each student.
8. Skills assessments where needed must be performed.

(Rule 0460-05-.03, continued)

9. Students need to be informed that any conviction must be explained to the Board of Dentistry with their application for registration and that all court documents regarding a conviction must be submitted. The Board of Dentistry reviews all court documents required to be submitted with the application for registration and they may deny registration or require an appearance before the Board before deciding to issue or deny the registration.
10. Suggested materials to be utilized in the course include but are not limited to, the most recent editions of the following:
 - (i) Modern Dental Assisting; Doni L. Bird, CDA, RDA, RDH, MA and Debbie S. Robinson, CDA, MS
 - (ii) Tennessee Dental Practice Act – available at <http://tn.gov/health/article/Dentistry-statutes>;
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 - (iv) The Dental Assisting Workbook; Doni L. Bird, CDA, RDA, RDH, MA and Debbie S. Robinson, CDA, MS
11. The minimum of 14 hours in the subject of dental radiology required to be covered in the curriculum for the dental assistant registration must include, at a minimum, the same subjects as required for the dental radiology certification courses. (see Rule 0460-05-.03(7)(d)4.)
12. The program syllabus must be approved by the Board and shall include instruction in all of the following subject matters:
 - (i) The dental health team;
 - (ii) The dental office, including a review of equipment commonly found in treatment areas;
 - (iii) Ethics and jurisprudence;
 - (iv) Applied psychology and communication skills;
 - (v) A review of the teeth and supporting tissues;
 - (vi) Assisting with soft tissue oral examination;
 - (vii) Dental charting;
 - (viii) Microbiology and oral pathology;
 - (ix) Dental materials;
 - (x) Preventive dentistry;
 - (xi) Disease transmission and infection control;
 - (xii) Special and disabled patients;

(Rule 0460-05-.03, continued)

- (xiii) Medical emergencies;
- (xiv) Pharmacology and pain control;
- (xv) Dental instruments;
- (xvi) Delivering dental care and moisture control;
- (xvii) The dental dam;
- (xviii) Oral diagnosis and treatment planning;
- (xix) General dentistry and restorations;
- (xx) Pediatric dentistry;
- (xxi) Orthodontics;
- (xxii) Periodontics;
- (xxiii) Endodontics;
- (xxiv) Fixed prosthodontics;
- (xxv) Removable prosthodontics; and
- (xxvi) Oral surgery.

13. The curriculum content must include instruction in the following dental assisting skills and functions:

- (i) Maintaining patient treatment records;
- (ii) Reviewing and recording medical and dental histories;
- (iii) Taking and recording vital signs;
- (iv) Seating and dismissing patients;
- (v) Preparing tray set-ups for operative procedures;
- (vi) Managing infection and hazard control protocols consistent with current guidelines;
- (vii) Operating oral evacuation systems and air/water syringes;
- (viii) Maintaining a clear field of vision including various isolation techniques;
- (ix) Performing a variety of instrument transfers;
- (x) Utilizing appropriate chairside assistant ergonomics;
- (xi) Providing patient preventive education and oral hygiene instruction;

(Rule 0460-05-.03, continued)

- (xii) Identifying and responding to medical and dental emergencies;
 - (xiii) Providing pre and post-operative instructions prescribed by a dentist;
 - (xiv) Applying topical anesthetic and desensitizing agents;
 - (xv) Placing and removing a rubber dental dam;
 - (xvi) Applying fluoride agents;
 - (xvii) Applying bases, liners, and bonding agents;
 - (xviii) Fabricating, placing and removing provisional restorations;
 - (xix) Placing and selecting matrix retainers, matrix bands, and wedges;
 - (xx) Removing of excess cement;
 - (xxi) Fabricating bleaching trays, mouth guards, and custom trays;
 - (xxii) Taking preliminary impressions (alginate impressions);
 - (xxiii) Placing and removing retraction materials;
 - (xxiv) Removing sutures;
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 16. Examinations must have a passing score of at least 75%.
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