

Notice is hereby given that a public meeting of the Dental Hygiene Board of California (DHBC) will be held as follows:

DHBC Public Teleconference Meeting Agenda

**Saturday, July 17, 2021
9:00 a.m. - Adjournment**

Pursuant to the provisions of Governor Gavin Newsom's Executive Order N-08-21, dated June 11, 2021, neither a public nor teleconference location is provided. Members of the public may observe or participate using the link below. Due to potential technical difficulties, please consider submitting written comments via email at least five business days prior to the meeting to elizabeth.elias@dca.ca.gov for consideration.

Instructions for Meeting Participation

The DHBC will conduct the meeting via WebEx computer program. The preferred audio connection is via telephone conference and not the microphone and speakers on your computer. The phone number and access code will be provided as part of your connection to the meeting.

For all those who wish to participate or observe the meeting, please log on to the website below. If the hyperlink does not work when clicked on, you may need to place the cursor on the hyperlink, then right click. When the popup window opens, click on Open Hyperlink to activate it and join the meeting.

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=md2557d329363fa05df5b888fd62e3b14>

Event Number ID: 146 939 9522 Password: DHBC07172021

**Audio conference: US Toll Number: +1-415-655-0001
Access code: 146 939 9522**

Members of the Board

President – Dr. Timothy Martinez
Vice President – Nicolette Moultrie, RDH Member
Secretary – Garry Shay, Public Member
RDH Educator Member – Carmen Dones
RDHAP Member – Noel Kelsch
RDH Member – Evangeline Ward
Public Member – Denise Davis
Public Member – Susan Good
Public Member – Erin Yee

**The DHBC welcomes and encourages public participation in its meetings.
Please see public comment specifics in the agenda footnotes.**

The DHBC may act on any item listed on the agenda, unless listed as informational only. All times are approximate and subject to change. Agenda items may be taken out of order to accommodate speakers and to maintain a quorum. The meeting may be cancelled without notice.

Agenda

1. Roll Call & Establishment of Quorum.
2. Public Comment for Items Not on the Agenda.
[The DHBC may not discuss or act on any matter raised during the Public Comment section that is not included on this agenda, except whether to decide to place the matter on the agenda of a future meeting (Government Code Sections 11125 & 11125.7).]
3. President's Welcome and Report.
4. Update from the Department of Consumer Affairs (DCA) Executive Staff on DCA Staffing and Activities.
5. Discussion and Possible Action to Approve the March 20, 2021 Full Board WebEx Teleconference Meeting Minutes.
6. Executive Officer's Report on the Following:
 - a) COVID-19
 - b) Personnel
 - c) Budget
 - d) Administration
7. Report from the Dental Board of California (DBC) on DBC Activities.
8. Discussion and Possible Action on 2021 Sunset Review Meeting Date.
9. Discussion and Possible Action to Change the DHBC Executive Officer's Exempt Level and Salary.
10. Discussion and Possible Action to Increase the License Renewal Fees for All License Categories of Dental Hygienists.
11. Discussion and Possible Action to Extend the Temporary Acceptance of Manikin-based Dental Hygiene Clinical Examinations.
12. Update to the Full Board from the Alternative Pathways to Licensure Taskforce.
13. Discussion and Possible Action on Request by Concord Career College – San Bernardino to Increase Enrollment.

14. Discussion and Possible Action on Request by Concord Career College – Garden Grove to Increase Enrollment.
15. Discussion and Possible Action on Request by West Los Angeles College to Increase Enrollment.
16. Presentation from the California Attorney General's Office on Enforcement Processes with questions and discussion to follow.
17. Regulatory Update: Status of Dental Hygiene Board of California Regulatory Packages.
18. Discussion and Possible Action to Amend and Adopt Title 16 (16), California Code of Regulations (CCR) Section 1109: Approval of Curriculum Requirements for Radiographic Decision-Making and Interim Therapeutic Restoration Courses for the Registered Dental Hygienist (RDH), Registered Dental Hygienist in Alternative Practice (RDHAP), and Registered Dental Hygienist in Extended Functions (RDHEF).
19. Discussion and Possible Action to Amend and Adopt 16 CCR Section 1117: Reporting Dental Relationships Between Registered Dental Hygienists in Alternative Practice and Licensed Dentists.
20. Discussion and Possible Action to Initiate a Rulemaking and Adopt 16 CCR Section 1118: Registered Dental Hygienists in Alternative Practice, Performance of Soft Tissue Curettage and Administration of Local Anesthesia.
21. Discussion and Possible Action on the Withdrawal of the Following Proposed Regulatory Package: 16 CCR Section 1123: Dental Hygiene Clinical Examinations; Passing Scores.
22. Discussion and Possible Action on the Following Proposed Regulatory Package: 16 CCR Section 1138.1: Unprofessional Conduct.
23. Update and Possible Action on the Following Legislation:
 - a) Assembly Bill (AB) 29 (Cooper): State bodies: meetings.
 - b) AB 54 (Kiley): COVID-19 emergency order violation: license revocation.
 - c) AB 107 (Salas): Licensure: veterans and military spouses.
 - d) AB 339 (Lee): Local government: open and public meetings.
 - e) AB 526 (Wood): Dentists and Podiatrists: clinical laboratories: vaccines.
 - f) AB 646 (Low): Department of Consumer Affairs: boards: expunged convictions.
 - g) AB 657 (Cooper): State civil service system: personal services contracts: professionals.
 - h) AB 733 (Chiu): Dental hygienists: registered dental hygienist in alternative practice.
 - i) AB 858 (Jones-Sawyer): Employment: health information technology: clinical practice guidelines: worker rights.

- j) AB 927 (Medina/Choi): Public postsecondary education: community colleges: statewide baccalaureate degree program.
- k) AB 1273 (Rodriguez): Interagency Advisory Committee on Apprenticeship: The Director of Consumer Affairs and the State Public Health Officer.
- l) AB 1552 (Garcia, Eduardo): Dentistry: foreign dental schools: applications.
- m) Senate Bill (SB) 534 (Jones): Dental Hygienists.
- n) SB 607 (Roth): Professions and vocations.
- o) SB 731 (Durazo/Bradford): Criminal records: relief.
- p) SB 772 (Ochoa Bogh): Professions and vocations: citations: minor violations.

24. Education Update:

- a) Dental Hygiene Educational Program Site Visit Update
 - i. Cypress College
 - ii. Carrington College – Sacramento
 - iii. Concorde Career College – San Diego
 - iv. Chabot College
 - v. San Joaquin Valley College – Ontario
- b) Dental Hygiene Educational Program Site Visit Schedule.

25. Enforcement Update: Statistics Report.

26. Licensing, Continuing Education Audits and Examination Update: Statistical Reports.

27. Future Agenda Items.

<<Recess to Reconvene the Full Board for Closed Session>>

28. Closed Session – Full Board

The Board may meet in closed session to deliberate on disciplinary matters pursuant to Government Code section 11126, subdivision (c)(3). If there is no closed session at this meeting, it will be announced.

<<Return to Open Session>>

29. Adjournment.

Due to technological limitations, adjournment will not be broadcast via WebEx. Adjournment will immediately follow Closed Session, and there will be no other items of business discussed.

Public comments will be taken on the agenda items at the time the specified item is raised. Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Board prior to the Board taking any action on said item. Members of the public will be provided

appropriate opportunities to comment on any issue before the Board, but the Board President may, at his or her discretion, apportion available time among those who wish to speak. Individuals may appear before the Board to discuss items not on the agenda; however, the Board can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125, 11125.7(a)).

A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Elizabeth Elias, Assistant Executive Officer, at 916-263-2010, or email elizabeth.elias@dca.ca.gov or send a written request to the DHBC at 2005 Evergreen Street, Suite 1350, Sacramento, CA 95815. Providing your request at least five business days prior to the meeting will help to ensure availability of the requested accommodation.

HOW TO – Join – DCA WebEx Event

The following contains instructions to join a WebEx event hosted by the Department of Consumer Affairs (DCA).

NOTE: The preferred audio connection to our event is via telephone conference and not the microphone and speakers on your computer. Further guidance relevant to the audio connection will be outlined below.

1. Navigate to the WebEx event link provided by the DCA entity (an example link is provided below for reference) via an internet browser.

Example link:

<https://dca-ca.webex.com/dca-ca/onstage/g.php?MTID=eb0a73a251f0201d9d5ef3aaa9e978bb5>

The screenshot shows a web browser window with the address bar displaying the WebEx event link. The page header includes the DCA logo and the text 'California Department of Consumer Affairs'. The main content area is divided into two columns. The left column, titled 'Event Information: 3/26', contains the following details: Event status: Started (indicated by a green dot); Date and time: Thursday, March 26, 2020 10:30 am Pacific Daylight Time (San Francisco, GMT-07:00) with a link to 'Change time zone'; Duration: 1 hour; and Description: (empty). Below this information is a link: 'By joining this event, you are accepting the Cisco Webex Terms of Service and Privacy Statement.' The right column, titled 'Join Event Now', contains a form with the following fields: 'First name:', 'Last name:', 'Email address:', and 'Event password:'. Below the form are two buttons: 'Join Now' and 'Join by browser NEW!'. At the bottom of the right column, there is a link: 'If you are the host, start your event.'

2. The details of the event are presented on the left of the screen and the required information for you to complete is on the right.
NOTE: If there is a potential that you will participate in this event during a Public Comment period, you must identify yourself in a manner that the event Host can then identify your line and unmute it so the event participants can hear your public comment. The 'First name', 'Last name' and 'Email address' fields do not need to reflect your identity. The department will use the name or moniker you provide here to identify your communication line should you participate during public comment.

HOW TO – Join – DCA WebEx Event

California Department of Technology x +

dca-ca.webex.com/mw3300/mywebex/default.do?nomenu=true&siteurl=dca-ca&service=6&rnd=0.562003235914354&main_url=https%3A%2F%2Fdca-ca.webex.com%2Fec3300%2Feventcenter%2Fevent%2FeventAction.do%3F

Apps PreProd SimpliGov Prod SimpliGov Christian Brothers... WS Web Content Acces... Ferris Bueller's Day... WS PDF Techniques | Te... DCA Password Rese...

dca **CA** **.GOV** California Department of Consumer Affairs

Event Information: 3/26

Event status: Started
Date and time: Thursday, March 26, 2020 10:30 am
Pacific Daylight Time (San Francisco, GMT-07:00)
[Change time zone](#)
Duration: 1 hour
Description:

By joining this event, you are accepting the Cisco Webex [Terms of Service](#) and [Privacy Statement](#).

Join Event Now

To join this event, provide the following information.

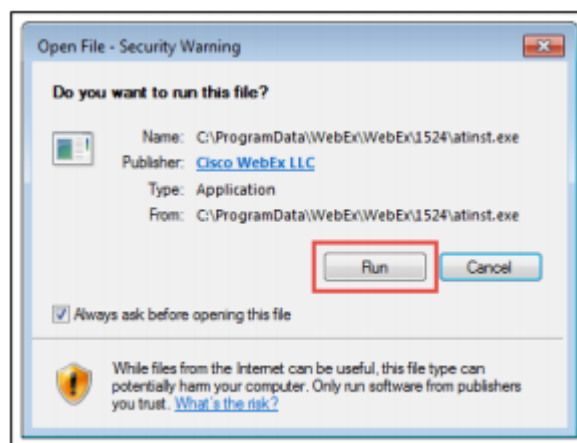
First name: Jason
Last name: Piccione
Email address: jason.piccione@dca.ca.gov
Event password: *****

Join Now
Join by browser **NEW!**
If you are the host, [start your event](#)

3. Click the 'Join Now' button.

NOTE: The event password will be entered automatically. If you alter the password by accident, close the browser and click the event link provided again.

4. If you do not have the WebEx applet installed for your browser, a new window may open, so make sure your pop-up blocker is disabled. You may see a window asking you to open or run new software. Click 'Run'.



Depending on your computer's settings, you may be blocked from running the necessary software. If this is the case, click 'Cancel' and return to the browser tab that looks like the window below. You can bypass the above process.

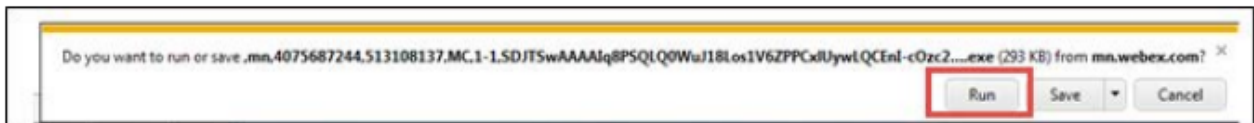
HOW TO – Join – DCA WebEx Event

Starting Webex...



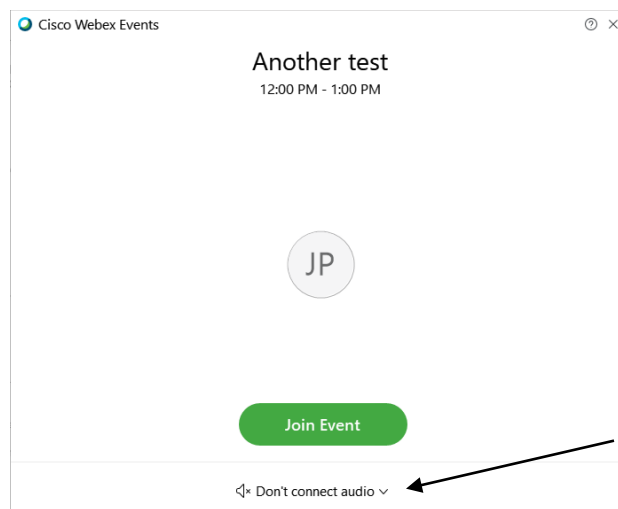
Still having trouble? [Run a temporary application](#) to join this meeting immediately.

5. To bypass step 4, click 'Run a temporary application'.
6. A dialog box will appear at the bottom of the page, click 'Run'.



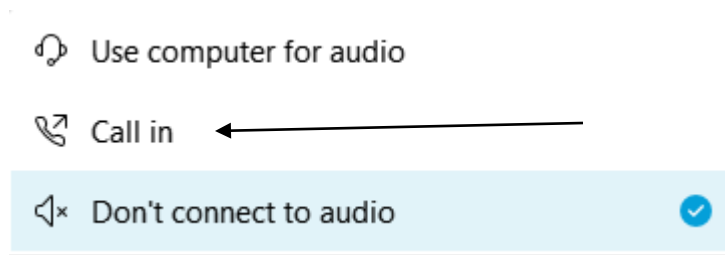
The temporary software will run, and the meeting window will open.

7. Click the audio menu below the green 'Join Event' button.

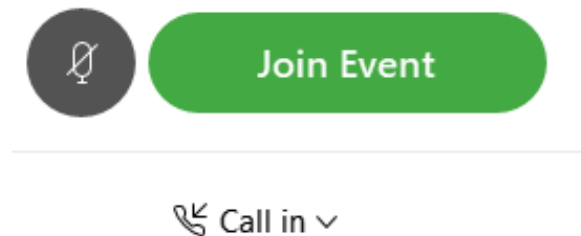


HOW TO – Join – DCA WebEx Event

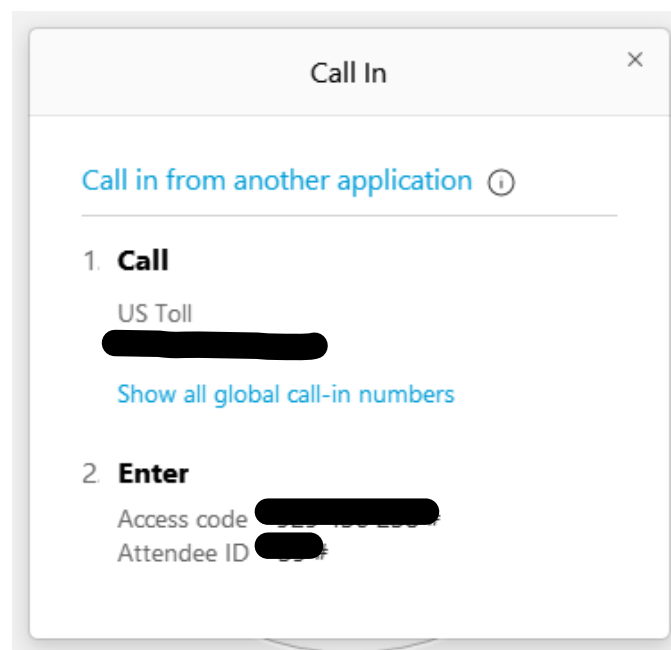
8. When the audio menu appears click 'Call in'.



9. Click 'Join Event'. The audio conference call in information will be available after you join the Event.



10. Call into the audio conference with the details provided.

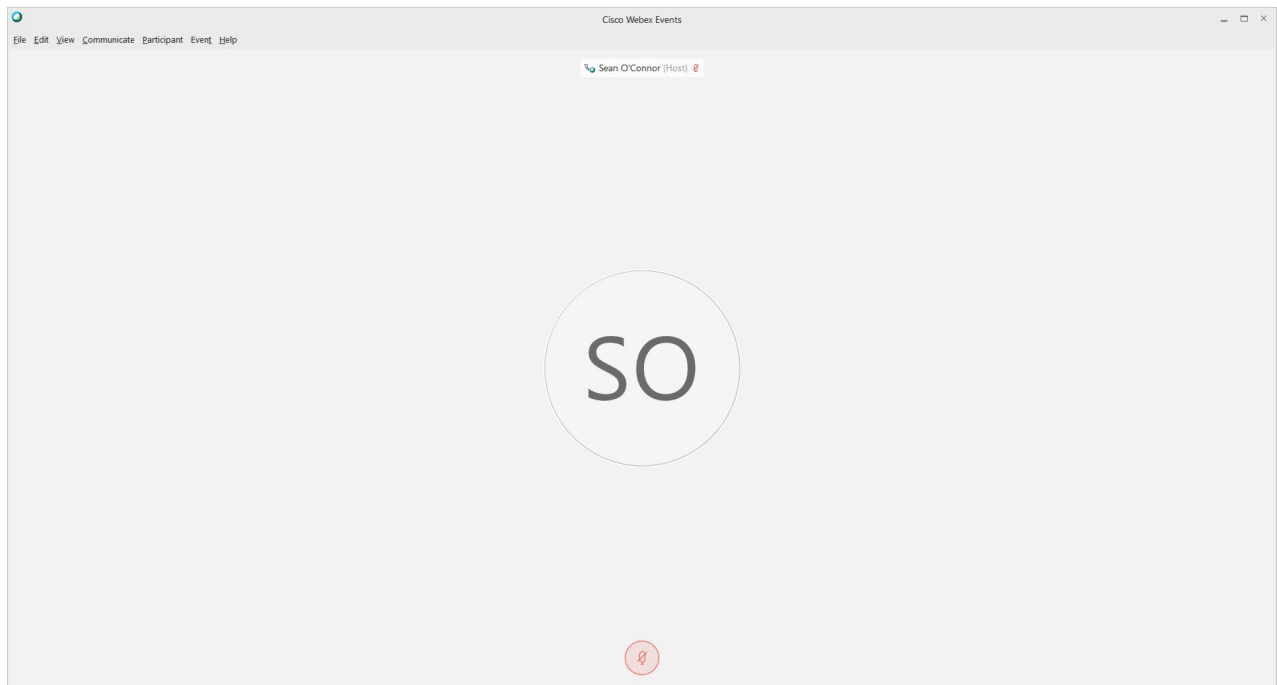


HOW TO – Join – DCA WebEx Event

NOTE: The audio conference is the preferred method. Using your computer's microphone and speakers is not recommended.

Once you successfully call into the audio conference with the information provided, your screen will look like the screen below and you have joined the event.

Congratulations!

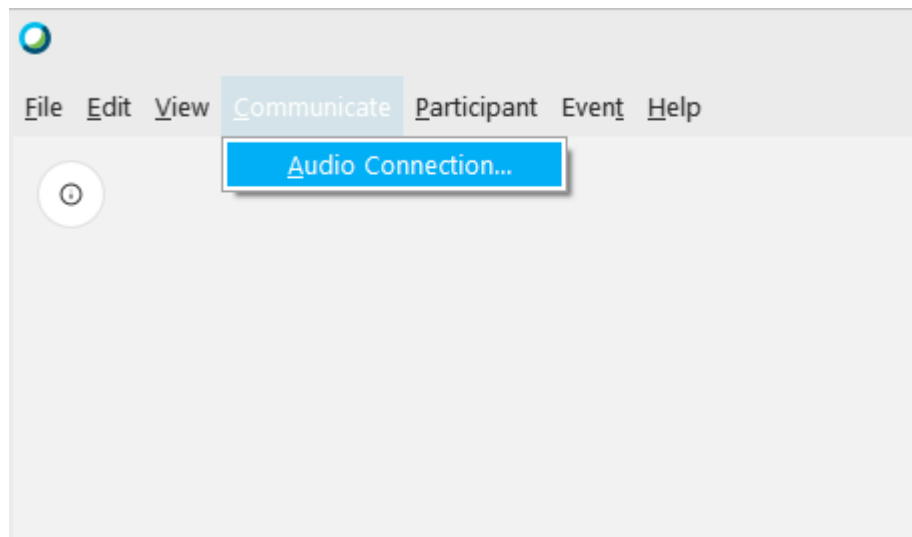


NOTE: Your audio line is muted and can only be unmuted by the event host.

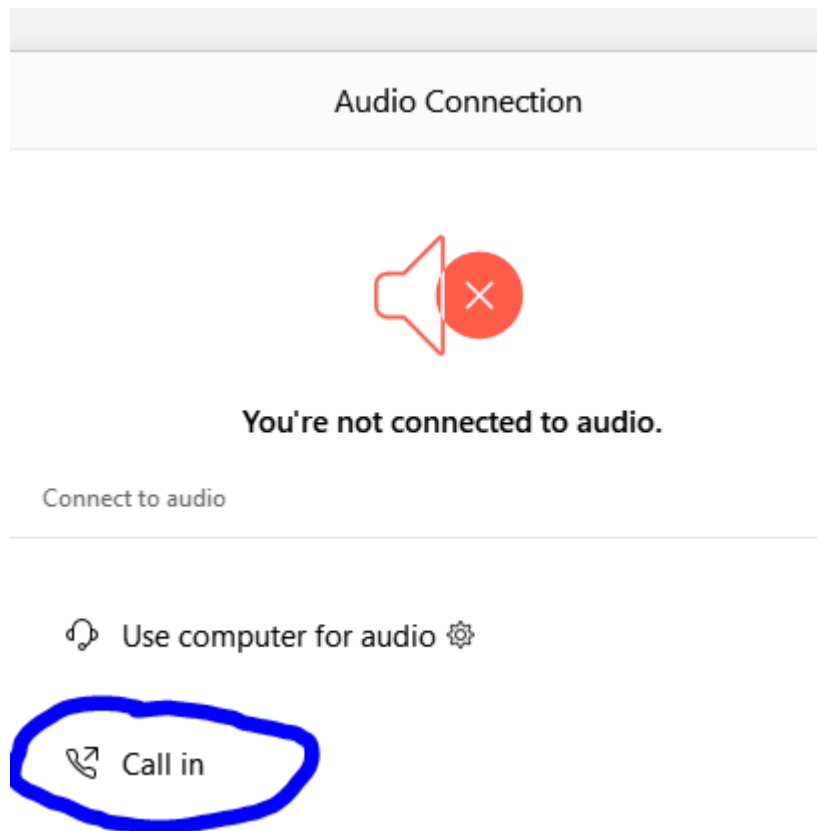
If you join the meeting using your computer's microphone and audio, or you didn't connect audio at all, you can still set that up while you are in the meeting.

Select 'Communicate' and 'Audio Connection' from top left of your screen.

HOW TO – Join – DCA WebEx Event



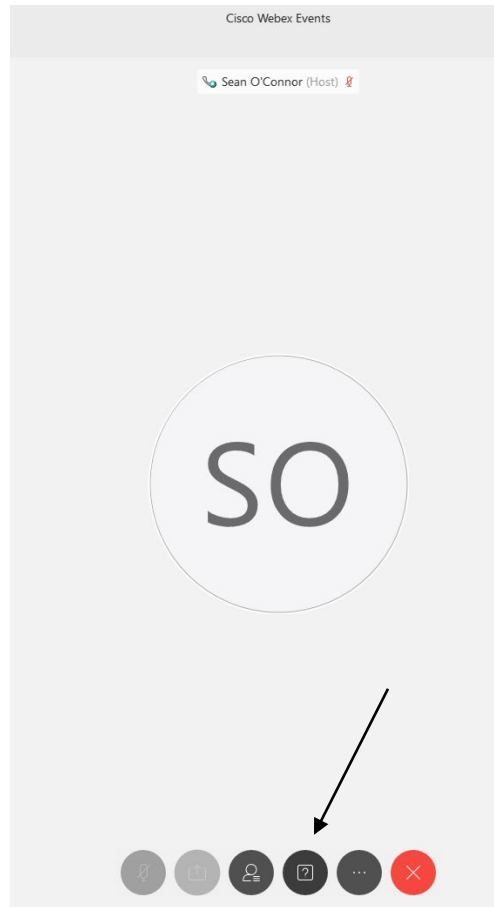
The 'Call In' information can be displayed by selecting 'Call in' then 'View'



You will then be presented the dial in information for you to call in from any phone.

Participating During a Public Comment Period

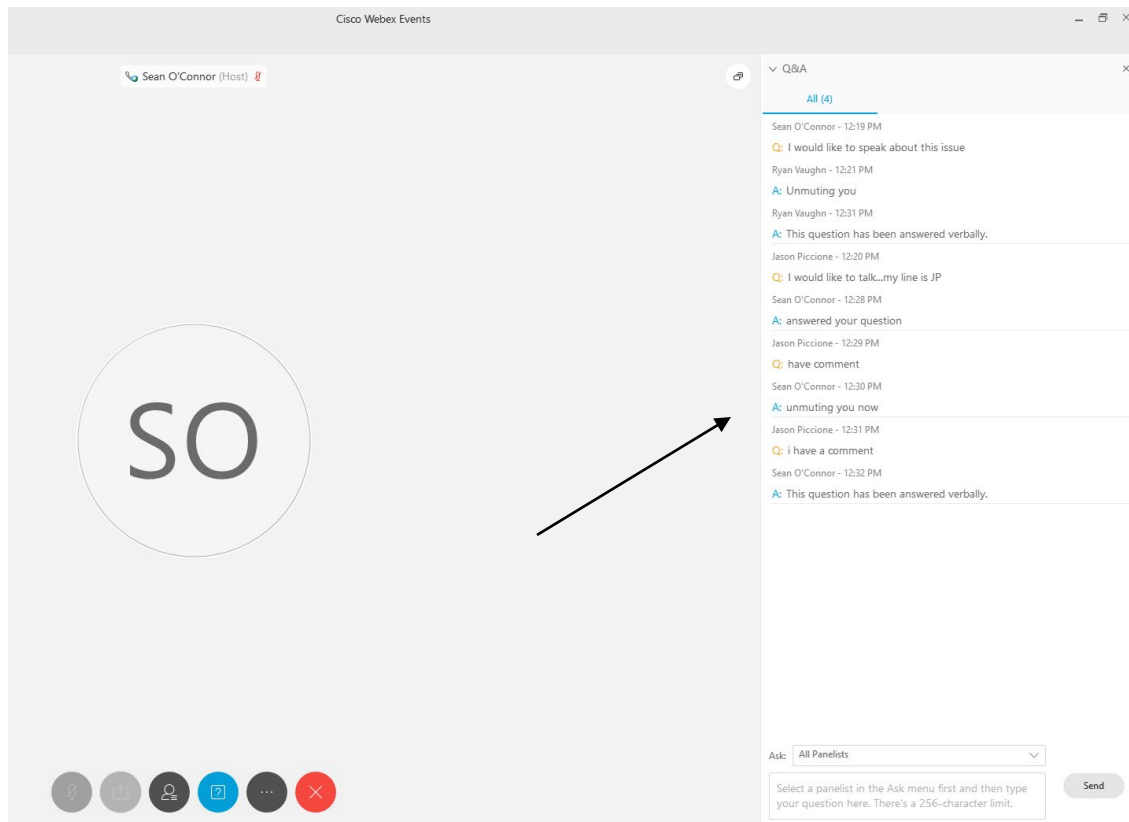
At certain times during the event, the facilitator may call for public comment. If you would like to make a public comment, click on the 'Q and A' button near the bottom, center of your WebEx session.



This will bring up the 'Q and A' chat box.

NOTE: The 'Q and A' button will only be available when the event host opens it during a public comment period.

HOW TO – Join – DCA WebEx Event



To request time to speak during a public comment period, make sure the 'Ask' menu is set to 'All panelists' and type 'I would like to make a public comment'.

Attendee lines will be unmuted in the order the requests were received, and you will be allowed to present public comment.

NOTE: Your line will be muted at the end of the allotted public comment duration. You will be notified when you have 10 seconds remaining.



Member	Present	Absent
Denise Davis		
Carmen Dones		
Susan Good		
Noel Kelsch		
Timothy Martinez		
Nicolette Moultrie		
Garry Shay		
Evangeline Ward		
Erin Yee		

Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 1

Roll Call & Establishment of Quorum

Board Secretary to call the Roll.



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 2

Public Comment for Items Not on the Agenda.

[The Board may not discuss or act on any matter raised during the Public Comment section that is not included on this agenda, except whether to decide to place the matter on the agenda of a future meeting (Government Code Sections 11125 & 11125.7(a))]



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 3

President's Welcome.

A verbal report will be provided.



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 4

**Update from the Department of Consumer Affairs (DCA)
Executive Staff on DCA Staffing and Activities.**

A verbal report will be provided.

Dental Hygiene Board of California Teleconference Meeting Minutes

Saturday, March 20, 2021

DRAFT

Pursuant to the provisions of Governor Gavin Newsom's Executive Order N-25-20, dated March 12, 2020, neither a public nor teleconference location was provided. Members of the public observed and participated by using the link that was provided in the agenda.

DHBC Members Present:

President – Dr. Timothy Martinez, Public Health Dentist Member
Vice President – Nicolette Moultrie, Registered Dental Hygienist (RDH) Member
Secretary – Garry Shay, Public Member
RDH Educator Member – Dr. Carmen Dones
Registered Dental Hygienist in Alternative Practice (RDHAP) Member – Noel Kelsch
RDH Member – Evangeline Ward
Public Member – Denise Davis
Public Member – Susan Good
Public Member – Erin Yee

DHBC Staff Present:

Anthony Lum, Executive Officer
Elizabeth Elias, Assistant Executive Officer
Traci Napper, Licensing Program Analyst
Adina Pineschi-Petty, Doctor of Dental Surgery (DDS), Educational, Legislative, and Regulatory Specialist
William Maguire, Department of Consumer Affairs (DCA) Legal Counsel for the DHBC
Danielle Rogers, DCA Regulatory Unit Legal Counsel for the DHBC

1. Roll Call and Establishment of a Quorum

Dr. Timothy Martinez, President of the Dental Hygiene Board of California (DHBC, Board), reviewed teleconference meeting guidelines and called the meeting to order at **10:02 a.m.** Secretary Garry Shay completed the roll call and a quorum was established with all members present.

2. Public Comment for Items Not on the Agenda.

No Comments.

3. President's Report (Informational Only).

Dr. Martinez reported his absence from the March 6, 2021 meeting and thanked Vice President Moultrie for stepping up to convene the meeting.

Dr. Martinez reported his activities including providing an update to the Dental Board at their December 4, 2020 Board meeting and participated in a DCA Sponsored President's Training on February 2, 2021.

Dr. Martinez stated that although there's been a decrease in the number of COVID-19 cases and an increase in vaccine availability, the Board wants everyone to continue to be safe and to please follow the recommended and accepted actions to inhibit the spread of the virus.

Board member comment: None

Public comment: None

4. Update from the Department of Consumer Affairs (DCA) Executive Staff on DCA Staffing and Activities (Informational Only).

Ryan Perez, Board and Bureau Relations Division of the Department of Consumer Affairs (DCA), updated the Board on current DCA activities:

- a. COVID-19:
DCA offices are open and are taking preventative measures to safeguard DCA employees. DCA is employing options such as maximizing telework to reduce the COVID risk to staff at the Boards and Bureaus under DCA.
- b. New DCA Appointments:
Governor Gavin Newsome appointed Monica Vargas as Deputy Director of Communications and Sara Murillo as Deputy Director of Administrative Services.
- c. Board Member Mandatory Trainings and Filings:
Mandatory Sexual Harassment Training is required to be completed during this calendar year and Form 700 - Statement of Economic Interest filing deadline is April 1, 2021.
- d. New 2021 DCA Services:
Executive Officer Cabinet to enhance with communication between the Boards and Bureaus, and the Enlightened Licensing Project to assist Boards and Bureaus to streamline licensing processes.

Member discussion: Ms. Kelsch questioned the DCA requirement for the additional coursework required by DCA to be completed from the California Pharmacy Association (at a cost of \$200) for the RDH to provide COVID-19 vaccinations. Ms. Kelsch requested DCA to consider the World Health Organization's (WHO) COVID-19 vaccination course (provided free of charge). Mr. Perez advised the DCA is aware of the cost concerns as well as to geographic barriers to course access and advised that DCA will be considering alternative coursework as an option for the COVID-19 vaccination waiver for RDHs.

Public comment: Dr. Michelle Hurlbutt echoed Member Kelsch's concerns regarding restrictions placed on RDHs to provide COVID-19 vaccinations and requested DCA to consider other course providers.

5. Discussion and Possible Action to Approve the March 6, 2021 Full Board WebEx Teleconference Meeting Minutes.

Motion: Nicolette Moultrie moved to approve the amended March 6, 2021 Full Board WebEx Teleconference Meeting Minutes with the substitution of the referenced "mannequin" with "manikin" throughout the minutes.

Second: Carmen Dones.

Member discussion: Ms. Kelsch provided clarification that the correct spelling for "Mannequin" throughout the minutes is "Manikin" and requested the minutes to be corrected to show the correct spelling.

Public comment: None.

Vote: Motion to approve the amended March 6, 2021 Full Board WebEx Teleconference Meeting Minutes with the substitution of the referenced "mannequin" with "manikin" throughout the minutes. Passed 9:0:0.

Name	Aye	Nay	Abstain/Absent
Denise Davis	X		
Carmen Dones	X		
Susan Good	X		
Noel Kelsch	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		
Erin Yee	X		

6. Executive Officer's Report (Informational Only).

Executive Officer (EO) Lum reported the following:

a. COVID-19 Issues:

EO Lum reported staff continues to adapt well to teleworking with a rotational schedule to be in the office for coverage while our public counter is open with little disruption to program functions. Additionally, he reported that DCA has been doing an admirable job of keeping staff informed of COVID issues as they arise and staff continue to report any COVID-19-related issues to the department along with staff office occupancy each day.

b. Approved Waivers:

EO Lum reported that pursuant to the Governor's Executive Order N-39-20, during the State of Emergency, the DCA Director may waive any statutory or regulatory renewal requirements pertaining to individuals licensed pursuant to Division 2 of the Business and Professions Code. This Executive Order also extends to requirements related to the education and training necessary to obtain licensure.

c. Continuing Education (CE) Waivers:

EO Lum reported that any licensee who has a CE deficiency to renew their license at the time of expiration, that they have 6 months from the effective date of the waiver to complete the deficient CE hours unless the waiver is amended and extended. The original waiver began for licensee's whose licenses expired at the end of March 2020 and was extended twice. A second waiver was approved that superseded the previous waivers that addressed most of 2020 license renewal CE deficiency requirements through December 31, 2020. Another separate CE waiver (DCA 20-89) was approved for licenses that expired from January 1, 2021 – February 28, 2021 and now a third CE waiver (DCA 21-117) was recently approved for those licenses that expire from March 1, 2021 – March 31, 2021.

EO Lum reminded licensees that the approved waivers are for the CE requirement only and does not authorize a waiver of License Renewal Fees.

d. Wet Laboratories for Prerequisite Biomedical Science Courses:

EO Lum reported that the Wet Laboratory Waiver was approved to temporarily waive the in-person wet laboratory requirement for prerequisite biomedical science coursework for prospective dental hygiene students. He stated that waiver DCA 20-35 was effective as of July 13, 2020 and originally expired on September 11, 2020 unless amended and extended. EO Lum reported that subsequently, the DCA Director authorized the extension of the Wet Lab Waiver through Waiver number DCA 20-56 which extended the waiver's expiration date until December 31, 2020. The administration again extended the waiver in Waiver number DCA 20-88 to now expire on June 30, 2021. EO Lum stated that depending upon the pandemic environment and whether the educational institutions will reopen their classes, the waiver will be reevaluated closer to the deadline to determine if it's still needed.

- e. Waiver Authorizing Dental Hygienists to Administer Vaccines:
EO Lum reported that waiver DCA 21-113 authorizes dental hygienists to administer the COVID-19 vaccines, epinephrine, or diphenhydramine, under the direct supervision of a dentist, as specified in Business and Professions Code section 1902, or under the supervision of a licensed physician and surgeon, after the completion of two required COVID trainings at this time. These supervisors must be physically onsite at the specific location for dental hygienists to administer the vaccines.

- f. Personnel:
EO Lum reported that Board staff has been working diligently to fill vacant staff positions and as of last week filled three of four positions. These positions were mostly in Enforcement, as our previous Special Investigator and Enforcement Analyst went to other DCA programs for promotions.

EO Lum reported that after a review of our Educational and Examination programs and the specific knowledge required to properly oversee them, he determined that it was in the best interest of the Board to create a new specialist position. Dr. Adina Pineschi-Petty was hired to fill the position and will also maintain her duties as the Board's Legislative and Regulatory person.

- g. Budget:
EO Lum reported on Budget Expenditure Report and the Fund Condition Report. He stated the overall fund is gradually decreasing because of normal operating expenses and that we haven't had a substantial fee increase in years to raise revenue (structural imbalance where the expenditures outpace the incoming revenue received). EO Lum stated that the Board has not raised license renewal fees since 2014 and at that time, the increase was projected to sustain us for about 5 years. We're well beyond that point so it may be justified to warrant a fee increase in the next couple of years.

- h. Administration:
Office Move Update:
EO Lum reported that most of December was spent arranging movers, packing, and the physical move occurred during New Year's week. He stated staff is enjoying the additional space and the space will accommodate any future growth.

EO Activities:

EO Lum reported he attended two Dental Board meetings in December 2020 and February 2021, the Board President's Training sponsored by DCA, onboarding of our three new Board members, new Board Member Orientation Training, several other DCA Executive meetings, our office move, two March 2021 Board meetings, interviews to hire staff, and worked to obtain a sponsor for the Board's proposed legislation.

Member discussion: Discussion took place regarding fund condition and the possibility of raising licensing fees in the next few years. Staff will be researching with the assistance of the DCA budget office and will present options to the Board at a future meeting.

Additional discussion took place regarding the ability for the Board to recommend to DCA to allow RDHs the ability to utilize the WHO COVID-19 course to in addition to the course administered by the California Pharmacy Association.

Public comment: None.

7. Report from the Dental Board of California (DBC) by DBC Representative on DBC Activities (Informational Only).

DBC President Joanne Pacheco updated the Board on DBC activities:

- a. Appointments: In October 2020, Governor Gavin Newsom appointed Dr. Sonia Molina (Dentist Member) and Mark Mendoza (Public Member) to the DBC. In January 2021, the Assembly Speaker appointed Angelita Medina (Public Member).
- b. License Renewals: Transitioned to an online only renewal system beginning in July 2021 to streamline the licensing and permit renewal process.
- c. Examinations: DBC moving forward with legislation (Senate Bill 607, Roth) to eliminate practical and clinical examinations required for Registered Dental Assistants in Extended Functions (RDHEF) licensure. Instead, the practical and clinical subject matter will be encompassed in a written exam that is currently under development in the Office of Professional Examination Services (OPES).
- d. Strategic Plan: DBC voted to extend their Strategic Plan at the February 2021 meeting through 2021 to allow time to develop an updated a plan. Planning session will be in Summer and will vote to adopt the new Strategic Plan at the DBC's November 2021 meeting.
- e. Regulatory Packages: DBC had two regulatory packages become effective in 2021 related to Substantial Relationship Criteria and Citation and Fine.
- f. Dental Assisting Council: All vacancies have been filled and met in February covering examination development and validation processes.

Member discussion: None.

Public comment: None.

8. Discussion and Possible Action on Analysis from the DCA Office of Professional Examination Services (OPES) Regarding the Temporary Acceptance of Manikin-based Dental Hygiene Clinical Examinations.

EO Lum reported that at the March 6, 2021 Full Board WebEx Teleconference meeting, the Board extended the temporary acceptance of the alternative manikin-based clinical exams until August 31, 2021. He stated that due to that extension, OPES has obtained additional

information from the clinical exam administrators and will provide a presentation and exam analysis for the Board.

Heidi Lincer, PhD, Chief of OPES and Karen Okicich, MA, Research Data Supervisor for OPES, provided a presentation on OPES's review of dental hygiene clinical examinations. Dr. Lincer reported that OPES determined that 1) alternative manikin-based formats did not sufficiently assess dental hygiene psychomotor skills; 2) There is insufficient psychometric evidence available to validate manikin-based alternative formats; 3) Candidate performance on non-patient-based examinations is similar to performance on patient-based examinations, however, validity concerns related to the use of typodonts have not changed; and 4) Non-patient-based examination formats are not viable alternatives to patient-based exams at this time.

OPES Summary and Recommendations:

1. Patient-based examinations have sufficient validity, but lack standardization and have high passing rates.
2. Non patient-based examinations have better standardization, but poor validity and high passing rates.
3. Educational programs in California appear to provide high-quality training and assessment.
4. Alternative examination formats should be considered.
5. Board should consider whether a skills-based examination is necessary given the level of structured training and assessments the candidates undergo during their clinicals.

Member discussion: Discussion took place regarding the results of the review of dental hygiene clinical examinations as well as to the timeframe to implement changes to the exam if the Board decides to change examination requirements.

Public comment:

Karen Fisher, DBC EO, commented that changes to the DBC RDHEF examination requires a statute change currently in process which could be effective January 1, 2022, and that the DBC utilizes workshops in during exam development with OPES which could add time to the proposed timelines.

Dr. Michelle Hurlbutt, Program Director at West Coast University, requested clarification from OPES that if the successful passage of the National Board Exam administered by the Joint Commission on National Dental Examinations along with successful completion of a dental hygiene educational program in California would be enough to satisfy the state for a candidate to be licensed. Ms. Okicich stated that additional time and review would be necessary to determine and stated that the Board would be able to potentially consider this option during alternative pathways research.

9. Discussion and Possible Action to Extend Expiration Date of Current Strategic Plan.

EO Lum reported that in September 2016, the Board worked to complete and adopt its current strategic plan with a projected end-date of December 2021. He reported that Board staff have completed most of the goals set by the Board in 2016 but there are still a few complex issues to work on that will take additional time. EO Lum reported that the Board is additionally scheduled to undergo the Sunset Review process in 2022 where the program is evaluated by the Legislature and new mandates could arise from the process for the Board to address. He stated that as the Sunset Review process is a very involved and complex process to prepare and complete, and that staff will need to direct time and resources to address the workload. EO Lum recommended for the Board to extend the end-date of the current strategic plan for two years until December 2023 to be able to research the remaining plan goals, complete Sunset Review, and prepare to conduct the next Strategic Planning session for a new plan.

Motion: Noel Kelsch moved for the Board to approve a two-year extension of the current DHBC Strategic Plan until 2023.

Second: Denise Davis.

Member discussion: Discussion took place regarding the current strategic plan and the need for a two-year extension until 2023.

Public comment: None

Vote: Motion for the Board to approve a two-year extension of the current DHBC Strategic Plan until 2023. Passed 9:0:0.

Name	Aye	Nay	Abstain/Absent
Denise Davis	X		
Carmen Dones	X		
Susan Good	X		
Noel Kelsch	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		
Erin Yee	X		

10. Discussion and Possible Action to Create a Taskforce to Research Alternative Pathways to Dental Hygiene Licensure.

EO Lum reported that for several years, Board members have discussed potential possibilities in alternative pathways to obtain a dental hygiene license. He stated that two options mentioned included a portfolio pathway where it would eliminate the requirement for a clinical examination and be based on the student's competency as reported by the school, or to eliminate the need for a post-graduate clinical examination altogether as the schools graduate their students based upon their practice competency and instead, utilize an exit exam taken while they are still in the dental hygiene educational program where they could correct any issues prior to graduation.

EO Lum reported that due to minimal staff resources and a focus to get other Board functions operational over the years, this issue was not at the forefront of goals to be addressed as there was already an existing, reliable, and efficient licensure process in place. He stated that at the March 6, 2021 meeting, a Board member requested this issue be agendaized and presented to the members at this meeting for possible action.

EO Lum recommended for the Board to assemble a task force made up of two Board members, educators, and interested stakeholders to research alternative pathways to dental hygiene licensure for consideration by the Board at a future meeting.

Motion: Noel Kelsch moved for the Board to direct the Executive Officer to assemble and create a taskforce to research alternative pathways to licensure and bring a recommendation back to the Board at a future meeting and include Board Members Noel Kelsch and Carmen Dones to act as co-chairs who will nominate additional members of the taskforce in an unspecified number in consultation with the Executive Officer and staff, with the Executive Officer to accept or reject those nominations.

Second: Nicolette Moultrie.

Member discussion: Discussion took place regarding assembly of a task force to research alternative pathways to dental hygiene licensure.

Public comment: Dr. Michelle Hurlbutt stated that in the 2016 taskforce, the Board sent an email to the educators to identify interested parties for taskforce selection and suggested the Board may wish to consider this as an option for selection of the current taskforce.

Vote: Motion for the Board to direct the Executive Officer to assemble and create a taskforce to research alternative pathways to licensure and bring a recommendation back to the Board at a future meeting and include Board Members Noel Kelsch and Carmen Dones to act as co-chairs who will nominate additional members of the taskforce in an unspecified number in consultation with the Executive Officer and staff, with the Executive Officer to accept or reject those nominations. Passed 9:0:0.

Name	Aye	Nay	Abstain/Absent
Denise Davis	X		
Carmen Dones	X		
Susan Good	X		
Noel Kelsch	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		
Erin Yee	X		

11. Discussion and Possible Action on Proposed Amended Regulatory Package: 16 CCR 1107: RDH Course in Periodontal Soft Tissue Curettage, Local Anesthesia, and Nitrous Oxide-Oxygen Analgesia (SLN).

Dr. Adina Petty reported that on February 16, 2021 the Board received comments from the Office of Administrative Law (OAL) on the Board's proposed regulations requesting substantive changes that require the Board's approval. Dr. Petty informed the Board of all OAL changes, requested for the Board to consider and approve the changes for proposed amendments to California Code of Regulations (CCR), Title 16, section 1107, and requested for the Board to direct staff to take all steps necessary to complete the rulemaking process, authorize the Executive Officer to make any non-substantive changes to the proposed regulation, and adopt the proposed text to 16 CCR section 1107.

Motion: Carmen Dones moved for the Board to approve the Board's proposed amended regulation and associated forms for 16 CCR 1107 and direct staff to take all steps necessary to complete the rulemaking process, authorize the Executive Officer to make any non-substantive changes to the proposed regulation, and adopt the proposed text to 16 CCR section 1107.

Second: Evangeline Ward

Member discussion: None.

Public comment: None.

Vote: Motion for the Board to approve the Board's proposed amended regulation and associated forms for 16 CCR 1107 and direct staff to take all steps necessary to complete the rulemaking process, authorize the Executive Officer to make any non-

substantive changes to the proposed regulation, and adopt the proposed text to 16 CCR Section 1107. Passed 9:0:0.

Name	Aye	Nay	Abstain/Absent
Denise Davis	X		
Carmen Dones	X		
Susan Good	X		
Noel Kelsch	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		
Erin Yee	X		

**12. Discussion and Possible Action on Proposed Amended Regulatory Package
Language: 16 CCR 1123: Dental Hygiene Clinical Examinations; Passing Scores.**

Dr. Adina Petty reported that at the Board's November 21, 2020 Full Board WebEx Teleconference meeting, the regulatory proposal was presented to the Board for its review and approval to establish language for passing scores in clinical examinations. The Board approved the proposed language and delegated authority to the Board's executive officer to make any technical, non-substantive changes, if necessary. Dr. Petty stated that after consultation with Board counsel and the Office of Professional Examination Services at the Department of Consumer Affairs, substantive changes were made to the proposed language to provide for additional clarity as to the definition of criterion-referenced passing scores. Dr. Petty requested the Board to review the proposed amended language, determine whether additional information or language is required, complete the draft of proposed regulatory language, and direct staff to take all steps necessary to continue the formal rulemaking process.

Motion: Nicolette Moultrie moved for the Board to approve the Board's proposed amended language and direct staff to take all steps necessary to continue the formal rulemaking process, including noticing the proposed language for 45-day public comment, setting the proposed language for a public hearing, and authorize the Executive Officer to make any non-substantive changes to the rulemaking package. If after the close of the 45-day public comment period and public regulatory hearing, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed text to the California Code of Regulations (CCR), Title 16, Division 11 section 1123.)

Second: Carmen Dones

Member discussion: None.

Public comment: None.

Vote: Motion for the Board to approve the Board's proposed amended language and direct staff to take all steps necessary to continue the formal rulemaking process, including noticing the proposed language for 45-day public comment, setting the proposed language for a public hearing, and authorize the Executive Officer to make any non-substantive changes to the rulemaking package. If after the close of the 45-day public comment period and public regulatory hearing, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed text to the California Code of Regulations (CCR), Title 16, Division 11 section 1123.) Passed 9:0:0.

Name	Aye	Nay	Abstain/Absent
Denise Davis	X		
Carmen Dones	X		
Susan Good	X		
Noel Kelsch	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		
Erin Yee	X		

13. Regulatory Update: Status of Dental Hygiene Board of California Regulatory Packages (Informational Only).

Dr. Adina Petty reported the current status as to DHBC proposed regulatory packages in process for the Board.

Member discussion: Discussion took place regarding the status of 16 CCR section 1116 (Mobile Dental Hygiene Clinics). Dr. Petty reported that 16 CCR section 1116 until the Board can obtain statutory authority for inspections.

Public comment: None.

14. Discussion and Possible Action on the Following Legislation:

a. DHBC 2021 Legislation Update.

i. Senate Bill (SB) 534 (Jones).

EO Lum presented that the Board was able to obtain an author, Senator Brian Jones, for the DHBC's proposed statutory amendments and thanked the California Dental Hygienists' Association (CDHA) for agreeing to co-sponsor the bill along with thanks to contributors JoAnn Galliano, Jennifer Tannehill, and Darla Dale, CDHA President.

ii. Revised Business and Professions Code section 1902.3: Special Permits.

EO Lum reported that at the November 22, 2019 Board meeting, the Board voted to have Special Permits issued under Business and Professions Code (BPC) section 1902.3 be valid for a maximum of five years, then terminate. He stated that in pursuing a legislative sponsor to carry the language and further research into this code section (BPC 1902.3(e), it was discovered that in BPC section 1944(k), a Special Permit biennial renewal fee was already established for the Board to charge a renewal fee after two years. With the approved draft language indicating that the Special Permit is valid for five years, this odd number of years does not coincide with the biennial renewal fee (renewed after two years for an additional two years, then terminate equaling four years). The intent of this permit was to allow an out-of-state licensee to obtain a temporary teaching position in CA, so reducing it by one year should not substantially impact its use.

EO Lum reported that with time being short to get the draft language into legislation due to deadlines, he revised the Special Permit duration from five years to four to coincide with the existing Special Permit biennial renewal fee and would request the Board to approve this revision to the language after submission. Although not within his normal authority to make modifications to legislation, and because of the very short deadline to submit draft language to the author's office, EO Lum thought it was in the best interest of the Board to revise it and request approval of the revision at the March 20, 2021 meeting.

EO Lum recommended approval of the revision to BPC section 1902.3 to have the duration of a Special Permit issued by the Board reduced to four years instead of five.

Motion: Susan Good moved for the Board to approve the revision in BPC section 1902.3 to change the Special Permit maximum duration from five years to four years to coincide with the biennial renewal fee that is currently exists in law – BPC section 1944(k).)

Second: Nicolette Moultrie

Member discussion: None

Public comment: None.

Vote: Motion for the Board to approve the revision in BPC section 1902.3 to change the Special Permit maximum duration from five years to four years to coincide with the biennial renewal fee that is currently exists in law – BPC section 1944(k). Passed 8:0:1.

Name	Aye	Nay	Abstain/Absent
Denise Davis	X		
Carmen Dones	X		
Susan Good	X		
Noel Kelsch	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		
Erin Yee			X (Not Present)

b. Bills of Concern to the DHBC:

Dr. Adina Petty reported the updated status as to proposed legislative packages currently in progress of concern for the Board which included:

Legislation	DHBC Position
AB 29 (Cooper): State bodies: meetings.	<i>Staff Recommended: Oppose unless Amended</i>
AB 54 (Kiley): COVID-19 emergency order violation: license revocation.	<i>Staff Recommended: Oppose unless Amended</i>
AB 107 (Salas): Licensure: veterans and military spouses. Susan Good requested an explanation to be included in the letter to identify as to how the Board would like the bill amended by further defining required documentation and consideration of the Board's required Soft Tissue Curettage, Local Anesthesia, and Nitrous Oxide-Oxygen Analgesia Expanded Functions education course requirement for clarity.	<i>Staff Recommended: Oppose unless Amended</i> Susan Good: Oppose unless Amended with Edits Second: Evangeline Ward
AB 339 (Lee): State and local government: open meetings.	<i>Staff Recommended: Oppose unless Amended</i>
AB 526 (Wood): Dentists: clinical laboratories: vaccines.	<i>Staff Recommended: Watch</i>
AB 646 (Low): Department of Consumer Affairs: boards: expunged convictions.	<i>Staff Recommended: Watch</i>
AB 657 (Bonta): State civil service system: personal services contracts: professionals.	<i>Staff Recommended: Oppose unless Amended</i>

Legislation	DHBC Position
Susan Good requested an explanation to be included in the letter to identify as to how the Board would like the bill amended to include exclusion of the DHBC from the bill.	Susan Good: Oppose unless Amended with Edits Second: Evangeline Ward
AB 733 (Chiu): Dental hygienists: registered dental hygienist in alternative practice.	<i>Staff Recommended: Support</i>
AB 858 (Jones-Sawyer): Employment: health information technology: clinical practice guidelines: worker rights.	<i>Staff Recommended: Watch</i>
AB 927 (Medina): Public postsecondary education: community colleges: statewide baccalaureate degree pilot program.	<i>Staff Recommended: Watch</i> Noel Kelsch: Support Second: Denise Davis
SB 534 (Jones): Dental Hygienists.	<i>Staff Recommended: Support</i>
SB 772 (Ochoa Bogh): Professions and vocations: citations: minor violations.	<i>Staff Recommended: Watch</i>

Motion: Garry Shay moved for the Board to approve the Board's positions as amended.

Second: Noel Kelsch

Member discussion: Discussion took place regarding the Board's positions on Assembly Bill (AB) 29, AB54, AB107, AB339, AB526, AB646, AB657, AB733, AB858, AB927, Senate Bill (SB) 534, and SB772.

Public comment:

Lisa Kamibayashi recommended for the Board to support AB 927.

Maureen Titus stated that CDHA recommends supporting AB 927.

Board Member Positions: A=Aye N=Nay AB=Abstain												
Member	AB29 Oppose unless Amended	AB54 Oppose unless Amended	AB107 Oppose unless Amended with Edits	AB339 Oppose unless Amended	AB526 Watch	AB646 Watch	AB657 Oppose unless Amended with Edits	AB733 Support	AB858 Watch	AB927 Support	SB534 Support	SB772 Watch
Denise Davis	A	A	A	A	A	A	A	A	A	A	A	A
Carmen Dones	A	A	A	A	A	A	A	A	A	A	A	A
Susan Good	A	A	A	A	A	A	A	A	A	A	A	A
Noel Kelsch	A	A	A	A	A	A	A	A	A	A	A	A
Timothy Martinez	A	A	A	A	A	A	A	A	A	A	A	A
Nicolette Moultrie	A	A	A	A	A	A	A	A	A	A	A	A
Garry Shay	A	A	A	A	A	A	A	A	A	A	A	A
Evangeline Ward	A	A	A	A	A	A	A	A	A	A	A	A
Erin Yee	A	A	A	A	A	A	A	A	A	A	A	A
P = Pass F = Fail	P	P	P	P	P	P	P	P	P	P	P	P

Vote: Motion for the Board to approve the Board's positions as amended. Passed 9:0:0.

Name	Aye	Nay	Abstain/Absent
Denise Davis	X		
Carmen Dones	X		
Susan Good	X		
Noel Kelsch	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		
Erin Yee	X		

15. Education Update (Informational Only).

Dr. Adina Petty reported the current status of Dental Hygiene Educational Program (DHEP) compliance at Cypress College, Carrington College-San Jose, Carrington College-Sacramento, Shasta College, and the University of Southern California. Additionally, she updated the Board on the current Site Visit schedule for upcoming program reviews.

Member discussion: Discussion took place regarding the current status of DHEP compliance as well as the plans for future site visits to DHEPs.

Public comment: None.

16. Enforcement Update: Statistics Report (Informational Only).

Assistant Executive Officer (AEO) Elizabeth Elias reported that the Enforcement Unit has undergone changes since the last Board meeting. She stated that Matthew Gonzalez joined the Board as the Citation and Fine Analyst, Marsha Boykin joined the Board as the Enforcement Analyst, and welcomed back Albert Law who was the Board's former probation monitor and now appointed as the Special Investigator.

AEO Elias stated that management acknowledged Brittany Elliott, Probation Monitor, who has gone above and beyond assisting with tasks on other desks within the Enforcement Unit, all while maintaining her own role and responsibilities.

AEO Elias reported current enforcement statistics for the Board as to current Board investigations and licensee probation status.

Member discussion: None.

Public comment: None.

17. Licensing, Continuing Education Audits and Examination Update: Statistical Reports (Informational Only).

Traci Napper, DHBC Program Analyst, provided overall licensing statistics as of February 10, 2021 and RDH and RDHAP written law and ethics exam statistics for November 05, 2020 – February 10, 2021.

Member discussion: None.

Public comment: None.

AEO Elias reported that the Board established a goal in the DHCC's 2017-2021 Strategic Plan to create and implement a continuing education (CE) compliance program to verify licensee's completion of the CE requirements for license renewal in order to protect the public. She stated that in an effort to accomplish that goal, in August of 2020 the Board hired a full-time dedicated CE Analyst who has randomly contacted 334 licenses to begin the CE audit process. She reported that to date, the CE Analyst completed 257 audits and the results of the audits completed identified a 41% failure rate.

AEO Elias stated the CE deficiencies identified in the failed audits include: insufficient CE hours completed, failure to respond to the audit, failure to complete mandatory CE coursework, providing CE certificates of completion with invalid CE providers and other issues. Some licensees may have several deficiencies discovered through the audit. She stated that licensees who fail a CE audit may be subject to an administrative citation and fine or disciplinary action which may result in but is not limited to probation or revocation of licensure.

Member discussion: Discussion took place regarding the current status of continuing education audits. Noel Kelsch requested the Board to possibly include information in a future newsletter.

Public comment: Maureen Titus requested to allow CDHA to use the continuing education audit statistics to disseminate to CDHA members. EO Lum stated that as the Board data presented at this meeting is public information and would be allowed to be use by CDHA.

18. Future Agenda Items.

1. Clarification of Wet Lab requirements/status (Board Member Carmen Dones and Public comment Lisa Kamibayashi).
2. Regulation status for SB 653 from 2020 Legislation (Maureen Titus).

19. Closed Session

A closed session was held for this meeting.

20. Adjournment

Meeting was adjourned at **4:47 p.m.**

DRAFT



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 6

Executive Officer's Report on the Following:

- a) COVID-19**
- b) Personnel**
- c) Budget**
- d) Administration**

A verbal report will be provided.

Department of Consumer Affairs

Expenditure Report

Dental Hygiene Board of California
 Reporting Structure(s): 11111100 Support
 Fiscal Month: 11
 Fiscal Year: 2020 - 2021
 Run Date: 06/17/2021

PERSONAL SERVICES

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5100 PERMANENT POSITIONS		\$755,000	\$61,695	\$600,690	\$0	\$600,690	\$154,310
5100000000	Earnings - Perm Civil Svc Empl	\$673,000	\$53,859	\$514,748	\$0	\$514,748	\$158,252
5105000000	Earnings-Exempt/Statutory Empl	\$82,000	\$7,837	\$85,942	\$0	\$85,942	-\$3,942

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5100 TEMPORARY POSITIONS		\$59,000	\$0	\$0	\$0	\$0	\$59,000
5100150004	Temp Help (907)	\$57,000	\$0	\$0	\$0	\$0	\$57,000
5100150005	Exam Proctor (915)	\$2,000	\$0	\$0	\$0	\$0	\$2,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5105-5108 PER DIEM, OVERTIME, & LUMP SUM		\$24,000	\$200	\$3,100	\$0	\$3,100	\$20,900
5105100002	Committee Mbrs 904,911,931,961	\$24,000	\$200	\$3,100	\$0	\$3,100	\$20,900

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5150 STAFF BENEFITS		\$422,000	\$30,020	\$307,791	\$0	\$307,791	\$114,209
5108200000	Flex Elect Contributions	\$0	\$0	\$0	\$0	\$0	\$0
5150100000	Admin Fee-PT/Seasonal/Temp Emp	\$0	\$0	\$5	\$0	\$5	-\$5
5150150000	Dental Insurance	\$3,000	\$348	\$3,785	\$0	\$3,785	-\$785
5150250000	Employee Assistance PGM Fee	\$0	\$22	\$197	\$0	\$197	-\$197
5150350000	Health Insurance	\$120,000	\$4,878	\$47,428	\$0	\$47,428	\$72,572
5150400000	Life Insurance	\$0	\$15	\$164	\$0	\$164	-\$164
5150450000	Medicare Taxation	\$6,000	\$875	\$8,526	\$0	\$8,526	-\$2,526
5150500000	OASDI	\$48,000	\$3,742	\$34,520	\$0	\$34,520	\$13,480
5150600000	Retirement - General	\$184,000	\$17,280	\$165,668	\$0	\$165,668	\$18,332
5150750000	Vision Care	\$1,000	\$74	\$711	\$0	\$711	\$289
5150800000	Workers' Compensation	\$16,000	\$47	\$47	\$0	\$47	\$15,953
5150800004	SCIF Allocation Cost	\$0	\$0	\$11,664	\$0	\$11,664	-\$11,664
5150820000	Other Post-Employment Benefits	\$26,000	\$2,003	\$18,600	\$0	\$18,600	\$7,400
5150900000	Staff Benefits - Other	\$18,000	\$736	\$16,476	\$0	\$16,476	\$1,524
PERSONAL SERVICES		\$1,260,000	\$91,916	\$911,582	\$0	\$911,582	\$348,418

OPERATING EXPENSES & EQUIPMENT

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5301 GENERAL EXPENSE		\$28,000	\$49	\$17,360	\$1,314	\$18,673	\$9,327
5301100001	Transcription Services	\$0	\$0	\$42	\$0	\$42	-\$42
5301100002	Admin OH-Other State Agencies	\$0	\$0	\$16	\$0	\$16	-\$16

5301100003	Fingerprint Reports	\$3,000	\$49	\$760	\$0	\$760	\$2,240
5301350000	Freight and Drayage	\$0	\$0	\$13,489	\$861	\$14,350	-\$14,350
5301400000	Goods - Other	\$17,000	\$0	\$1,207	\$0	\$1,207	\$15,793
5301450000	Library Pur excl UC/CSUC/Oth E	\$0	\$0	\$89	\$0	\$89	-\$89
5301700000	Office Supplies - Misc	\$8,000	\$0	\$1,757	\$452	\$2,210	\$5,790

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5302 PRINTING		\$13,000	\$1,401	\$12,793	\$20,682	\$33,475	-\$20,475
5302300000	Office Copiers - Maintenance	\$0	\$0	\$1,977	\$3,699	\$5,676	-\$5,676
5302700000	Pamphlets, Leaflets, Brochures	\$0	\$1,401	\$10,770	\$16,984	\$27,754	-\$27,754
5302700001	Allocated Copy Costs-Copy Cntr	\$0	\$0	\$46	\$0	\$46	-\$46
5302900000	Printing - Other	\$13,000	\$0	\$0	\$0	\$0	\$13,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5304 COMMUNICATIONS		\$9,000	\$431	\$4,831	\$66	\$4,897	\$4,103
5304100000	Cell Phones, PDAs, Pager Svcs	\$0	\$0	\$941	\$66	\$1,007	-\$1,007
5304700000	Telephone Services	\$0	\$431	\$3,890	\$0	\$3,890	-\$3,890
5304800000	Communications - Other	\$9,000	\$0	\$0	\$0	\$0	\$9,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5306 POSTAGE		\$18,000	\$0	\$1,362	\$0	\$1,362	\$16,638
5306600003	DCA Postage Allo	\$0	\$0	\$1,362	\$0	\$1,362	-\$1,362
5306700000	Postage - Other	\$18,000	\$0	\$0	\$0	\$0	\$18,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5308 INSURANCE		\$0	-\$4,286	\$25	\$0	\$25	-\$25
5308900000	Insurance - Other	\$0	-\$4,286	\$25	\$0	\$25	-\$25

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
53202-204 IN STATE TRAVEL		\$14,000	\$0	\$552	\$0	\$552	\$13,448
5320240000	Travel-In State-Per Diem Other	\$0	\$0	\$8	\$0	\$8	-\$8
5320440000	Travel - In State -Private Car	\$0	\$0	\$544	\$0	\$544	-\$544
5320490000	Travel - In State - Other	\$14,000	\$0	\$0	\$0	\$0	\$14,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5322 TRAINING		\$5,000	\$0	\$0	\$0	\$0	\$5,000
5322400000	Training - Tuition & Registrat	\$5,000	\$0	\$0	\$0	\$0	\$5,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5324 FACILITIES		\$157,000	\$15,794	\$89,938	\$0	\$89,938	\$67,062
5324100000	Facilities Maintenance Svcs	\$0	\$0	\$1,747	\$0	\$1,747	-\$1,747
5324200000	Facilities Ops - Other (Svcs)	\$0	\$4,741	\$5,611	\$0	\$5,611	-\$5,611
5324250000	Facilities Planning -Gen Svcs	\$0	\$116	\$1,675	\$0	\$1,675	-\$1,675
5324350000	Rents and Leases	\$133,000	\$0	\$0	\$0	\$0	\$133,000
5324450000	Rent -Bldgs&Grounds(Non State)	\$24,000	\$10,937	\$80,904	\$0	\$80,904	-\$56,904

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5326 UTILITIES		\$1,000	\$0	\$0	\$0	\$0	\$1,000
5326900000	Utilities - Other	\$1,000	\$0	\$0	\$0	\$0	\$1,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
53402-53403 C/P SERVICES (INTERNAL)		\$74,000	\$20,740	\$206,268	\$0	\$206,268	-\$132,268
5340290000	Health and Medical	\$0	\$0	\$78	\$0	\$78	-\$78
5340310000	Legal - Attorney General	\$47,000	\$14,236	\$157,689	\$0	\$157,689	-\$110,689
5340320000	Office of Adminis Hearings	\$3,000	\$6,504	\$48,501	\$0	\$48,501	-\$45,501
5340330000	Consult & Prof Svcs-Interdept	\$24,000	\$0	\$0	\$0	\$0	\$24,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
53404-53405 C/P SERVICES (EXTERNAL)		\$241,000	\$6,419	\$31,232	\$12,289	\$43,521	\$197,479
5340420000	Administrative	\$187,000	\$0	\$100	\$482	\$582	\$186,418
5340420001	Expert Examiners- Exam Process	\$25,000	\$0	\$0	\$0	\$0	\$25,000
5340420003	Subject Matter Experts	\$0	\$2,800	\$6,100	\$200	\$6,300	-\$6,300
5340420005	Credit Card Service Fee	\$0	\$1,865	\$19,652	\$4,348	\$24,000	-\$24,000
5340480000	Health and Medical	\$0	\$0	\$0	\$1,650	\$1,650	-\$1,650
5340540001	Evidence/Witness Fees	\$0	\$800	\$2,400	\$200	\$2,600	-\$2,600
5340540003	Evidence	\$0	\$0	\$150	\$0	\$150	-\$150
5340580000	Consult & Prof Svcs Extern Oth	\$0	\$460	\$460	\$5,409	\$5,870	-\$5,870
5340580001	Court Reporter Servs	\$29,000	\$494	\$2,370	\$0	\$2,370	\$26,630

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5342 DEPARTMENT PRORATA		\$475,000	\$0	\$450,083	\$0	\$450,083	\$24,917
5342500050	Division of Investigation DOI	\$6,000	\$0	\$5,500	\$0	\$5,500	\$500
5342500055	Consumer Client Servs Div CCSD	\$469,000	\$0	\$444,583	\$0	\$444,583	\$24,417

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5342 DEPARTMENTAL SERVICES		\$30,000	\$102	\$67,124	\$0	\$67,124	-\$37,124
5342500001	OPES Interagency Contracts	\$0	\$0	\$66,626	\$0	\$66,626	-\$66,626
5342500090	Interagency Services	\$30,000	\$0	\$0	\$0	\$0	\$30,000
5342600000	Departmental Services - Other	\$0	\$102	\$498	\$0	\$498	-\$498

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5344 CONSOLIDATED DATA CENTERS		\$4,000	\$0	\$1	\$0	\$1	\$3,999
5344000000	Consolidated Data Centers	\$4,000	\$0	\$1	\$0	\$1	\$3,999

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5346 INFORMATION TECHNOLOGY		\$3,000	\$0	\$743	\$1,375	\$2,117	\$883
5346320000	IT Services - Hardware Maint	\$0	\$0	\$0	\$1,073	\$1,073	-\$1,073
5346340000	IT Services - Software Maint	\$0	\$0	\$743	\$250	\$992	-\$992
5346800000	E-Waste Recycl & Disposal Fees	\$0	\$0	\$0	\$52	\$52	-\$52
5346900000	Information Technology - Other	\$3,000	\$0	\$0	\$0	\$0	\$3,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5362-5368 EQUIPMENT		\$14,000	\$0	\$433	\$31,577	\$32,011	-\$18,011
5362250000	Furniture	\$0	\$0	\$0	\$974	\$974	-\$974
5362315000	Safety And Maintenance Equip	\$14,000	\$0	\$0	\$0	\$0	\$14,000
5368025000	Computers & Computer Equipment	\$0	\$0	\$0	\$29,306	\$29,306	-\$29,306
5368930000	Software	\$0	\$0	\$433	\$1,298	\$1,731	-\$1,731

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5390 OTHER ITEMS OF EXPENSE		\$8,000	\$0	\$0	\$0	\$0	\$8,000
5390800000	Gasoline	\$8,000	\$0	\$0	\$0	\$0	\$8,000
OPERATING EXPENSES & EQUIPMENT		\$1,094,000	\$40,650	\$882,744	\$67,304	\$950,048	\$143,952
OVERALL TOTALS		\$2,354,000	\$132,566	\$1,794,326	\$67,304	\$1,861,630	\$492,370

Department of Consumer Affairs

Revenue Report

Dental Hygiene Board of California

Reporting Structure(s): 11111100 Support

Fiscal Month: 11

Fiscal Year: 2020 - 2021

Run Date: 06/18/2021

Revenue

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Delinquent Fees		\$0	\$3,280	\$42,240	-\$42,240
4121200089	3140 Delinq Ren Rdh	\$0	\$3,040	\$40,880	-\$40,880
4121200090	3140 Delinq Ren Rdhap	\$0	\$160	\$960	-\$960
4121200092	3140 Delinq Ren Rdhap Fnp	\$0	\$80	\$400	-\$400

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Regulatory Fees		\$0	\$3,075	\$21,648	-\$21,648
4129200133	3140 Duplicate License	\$0	\$1,125	\$13,775	-\$13,775
4129200310	3140 Citations & Fines	\$0	\$1,950	\$7,873	-\$7,873

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Regulatory License and Permits		\$0	\$13,138	\$194,457	-\$194,457
4129400243	3140 License Fee Rdhap	\$0	\$1,250	\$19,000	-\$19,000
4129400244	3140 Initial Lic Fee Rdhap Fnp	\$0	\$80	\$1,520	-\$1,520
4129400245	3140 Initial Lic 1/2 Rdhap Fnp	\$0	\$0	\$80	-\$80
4129400249	3140 App Fee Rdhap	\$0	\$500	\$7,600	-\$7,600
4129400251	3140 App Fee Rdh	\$0	\$5,200	\$78,640	-\$78,640
4129400257	3140 App Fee Rdh Original Lic	\$0	\$5,200	\$78,800	-\$78,800
4129400524	Suspended Revenue	\$0	\$883	\$10,277	-\$10,277
4129400525	Prior Year Revenue Adjustment	\$0	\$25	-\$1,460	\$1,460

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Revenue		\$0	\$745	\$11,535	-\$11,535
4163000000	Investment Income - Surplus Money Investments	\$0	\$0	\$10,455	-\$10,455
4171400001	Canceled Warrants Revenue	\$0	\$345	\$605	-\$605
4172500016	Misc Revenue	\$0	\$400	\$400	-\$400
4172500017	Dishonored Check Fee	\$0	\$0	\$75	-\$75

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Renewal Fees		\$0	\$75,520	\$1,548,000	-\$1,548,000
4127400151	3140 Renewal Rdhap Fnp	\$0	\$800	\$7,840	-\$7,840
4127400155	3140 Renewal Rdh	\$0	\$73,280	\$1,493,600	-\$1,493,600
4127400156	3140 Renewal Rdhap	\$0	\$1,440	\$45,600	-\$45,600
4127400157	3140 Renewal Rdhef	\$0	\$0	\$960	-\$960
Revenue		\$0	\$95,758	\$1,817,880	-\$1,817,880

Reimbursements

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Scheduled Reimbursements		\$0	\$49	\$245	-\$245
4840000001	Fingerprint Reports	\$0	\$49	\$245	-\$245

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Unscheduled Reimbursements		\$0	\$879	\$21,107	-\$21,107
4850000005	Us Probation Monitor	\$0	\$765	\$11,155	-\$11,155
4850000009	Us Cost Recovery	\$0	\$114	\$9,952	-\$9,952

Reimbursements		\$0	\$928	\$21,352	-\$21,352
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3140 - State Dental Hygiene Fund

Analysis of Fund Condition

Prepared 6.30.2021

(Dollars in Thousands)

2021-22 Governor's Budget

Based on FY 2019-20 Actuals and CY FM 11 Projections for FY 2020-21

	PY 2019-20	CY 2020-21	Governor's Budget BY 2021-22	BY+1 2022-23
BEGINNING BALANCE	\$ 2,572	\$ 2,236	\$ 1,876	\$ 1,125
Prior Year Adjustments	\$ -64	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 2,508	\$ 2,236	\$ 1,876	\$ 1,125
REVENUES, TRANSFERS, AND OTHER ADJUSTMENTS				
Revenues:				
4121200 Delinquent fees	\$ 36	\$ 46	\$ 28	\$ 28
4127400 Renewal fees	\$ 1,619	\$ 1,639	\$ 1,601	\$ 1,601
4129200 Other regulatory fees	\$ 14	\$ 24	\$ 16	\$ 16
4129400 Other regulatory licenses and permits	\$ 119	\$ 208	\$ 188	\$ 188
4143500 Miscellaneous services to the public	\$ 2	\$ -	\$ -	\$ -
4163000 Income from surplus money investments	\$ 50	\$ 30	\$ 50	\$ 4
4172500 Miscellaneous revenue	\$ 16	\$ -	\$ 25	\$ 25
Total Revenues	\$ 1,856	\$ 1,947	\$ 1,908	\$ 1,862
Transfers to Other Funds				
Loan to General Fund (0001) per CS 3.92, Budget Act of 2020	\$ -	\$ (133)	\$ -	\$ -
Totals, Revenues and Transfers	\$ 1,856	\$ 1,814	\$ 1,908	\$ 1,862
Total Resources	\$ 4,364	\$ 4,050	\$ 3,784	\$ 2,987
EXPENDITURES				
Disbursements:				
1111 Department of Consumer Affairs Program Expenditures (State Operations)*	\$ 1,964	\$ 2,032	\$ 2,470	\$ 2,544
9892 Supplemental Pension Payments (State Operations)	\$ 34	\$ 34	\$ 34	\$ 34
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 130	\$ 108	\$ 155	\$ 155
Total Disbursements	\$ 2,128	\$ 2,174	\$ 2,659	\$ 2,733
FUND BALANCE				
Reserve for economic uncertainties	\$ 2,236	\$ 1,876	\$ 1,125	\$ 254
Months in Reserve	12.3	8.5	4.9	1.1



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 7

**Report from the Dental Board of California (DBC) by DBC
Representative on DBC Activities**

A verbal report will be provided.



MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Anthony Lum Executive Officer
SUBJECT	FULL 8: Discussion and Possible Action on Sunset Review Meeting Date to Review Draft 2022 Sunset Review Report.

BACKGROUND

Every four years, the Legislature conducts a Sunset Review process for Board programs under the purview of the Department of Consumer Affairs to monitor their functions, progress, and activities to ensure they are completing the mandates they were created for in the interest of consumer protection. The normal process is for staff to create a draft Sunset Review Report responding to a series of questions and containing extensive program data for the Board to review and finalize prior to submitting it to the Legislature for their review. The Board normally conducts an additional meeting to focus on the review of the draft report, make edits and have staff complete revisions to bring back to the Board for finalization at its November meeting prior to the Legislature's submission deadline of December 1.

STAFF RECOMMENDATION:

In the meeting materials are calendars for September and October 2021 for the Board to select a date for the additional Sunset Review Report review date. Staff recommends the additional meeting be conducted in late September or early October so there's adequate time to revise the report as directed by the Board and bring back at the November 2021 Board meeting for finalizing. Staff has selected Saturday, September 25, 2021 or Saturday, October 2, 2021 as the optimal dates to conduct the review meeting.

SEPTEMBER 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Timothy Martinez, DMD Board President
SUBJECT	FULL 9: Discussion and Possible Action to Change the Executive Officer's Exempt Level and Salary.

BACKGROUND

The Dental Hygiene Committee of California was created in 2009/10 as the first stand-alone government agency in the nation mandated to oversee the state's dental hygiene licensee population and dental hygiene educational programs. Since that time, the Committee, which is now an independent Board, has grown exponentially in program functions, staffing, and budget with more anticipated program growth to come. Unfortunately, the level of the executive staff has remained the same since the beginning despite all of the program changes that occurred over the years. In order to adequately expand, recruit, and retain highly skilled, knowledgeable, and appropriate level staff, there needs to be room to grow and this starts at the top.

This agenda item seeks Board approval to submit a proposal to elevate and change the Executive Officer's exempt level and salary from the current 'O' level to a proposed 'M' level which will create space for additional staff to oversee the daily operations of program functions. The differences in the exempt levels are not readily defined on the CalHR website other than by salary range, so additional research may need to be conducted. The request is a modest increase to the next exempt level and Board resources can afford it. This step is necessary to obtain the appropriate staff now and in the future for the program. The request is a preliminary step for general Board approval to pursue this action and the full proposal will be presented at the November 20, 2021 Board meeting for approval.

STAFF RECOMMENDATION:

Staff recommends approval of this directive to pursue the elevation and change of the Board's Executive Officer's exempt level status and salary to enable the Board future growth of its programs and staff. Please see Agenda Item 9, Attachment 1 for an overview and justification for the proposal.



AGENDA ITEM 9, ATTACHMENT 1: EXECUTIVE OFFICER EXEMPT LEVEL AND SALARY INCREASE REQUEST INFORMATION

The Board is requesting an Exempt Position Request (EPR) to increase both the Executive Officer's (EO) exempt level and salary. The Board believes that since its inception in the 2009/10 fiscal year (FY), the program has experienced significant growth and increased responsibilities in several program areas to justify the EPR request. This EPR request is to elevate the EO's exempt level from O to M and corresponding salary (proposed M salary range of \$8,344 - \$9,294) to allow the Board staff growth to parallel the program's growth. The table below displays the differences in the Dental Hygiene Board's program growth since inception.

DENTAL HYGIENE BOARD OF CA GROWTH SINCE INCEPTION		
Program Areas	FY 2009/10	FY 2020/21
#Personnel/Staff	8 authorized (but only 5 filled due to hiring freeze).	13 (but could use an additional 5 staff for program functions and oversight).
Current EO Exempt Level	Exempt Level O – Salary Range \$7,592 - \$8,456; current salary: \$8,347	
Proposed EO Exempt Level and Salary	Proposed Exempt Level M – Salary Range \$8,344 - \$9,294 (Note: Exempt level definitions and differences could not be found on the CalHR website other than different salary ranges.)	
Budget	\$900,000	\$2,348,000
Board Programs since Inception (2009/10)	Licensing, Enforcement, Investigations, Administration	Licensing, Enforcement, Administration, Investigations, Citation and Fine, Probation, Continuing Education Audits, Dental Hygiene Educational Program Oversight, Mobile Dental Hygiene Clinic Oversight, Special Permits
Licensee Population	23,987	Over 34,000 licenses issued
Educational Program Oversight	0	30 dental hygiene schools (27 RDH and 3 RDHAP).
Probationers	0	~30
Citation and Fines	0	60+
Investigations	89	340
Complaints Received	97	298
Continuing Education Audits	0	~450

Legislative Changes	In 2008, the Legislature approved Senate Bill 853 creating the Dental Hygiene Committee of California to oversee the dental hygiene profession.	<p>In 2012, the Legislature approved for the Board to oversee dental hygiene educational program extramural clinics and treatment sites and mobile dental hygiene clinics for Registered Dental Hygienists in Alternative Practice (RDHAP).</p> <p>In 2018, the Legislature provided authority to conduct site visits to dental hygiene educational programs, place them on probation, if necessary, and issue citation and fines for non-compliance of the law.</p> <p>Pending legislation in 2021 will allow the Board to conduct random site visits and review on mobile dental hygiene clinics, stand-alone clinics, and portable dental hygiene equipment to ensure cleanliness and safe operation for RDHAPs.</p>

According to the Executive Officer Salary Increase (and Exempt Level Increase) Memo from DCA Office of Human Resources, the following are justifications for an Exempt Position Request (EPR):

There are two types of requests that may impact the EO's salary: *exempt salary* increases and *exempt level* increases. An exempt salary increase request is when a Board requests to increase the monthly salary of the EO, whose proposed salary is within the existing salary band of the position. An exempt level increase request is when a Board requests to increase the exempt level/salary band of the EO position and not necessarily the salary of the incumbent.

An increase to an exempt level/salary band should be based upon a change within the Board including, but not limited to added responsibilities and/or organizational growth, legislative changes, additional programs within the Board, or significant staffing increases.

Please refer to the table above that displays how the Dental Hygiene Board of California has increased its responsibilities with its program growth, additional programs, and significant staffing increases. Legislative changes specific to the Board provided the authority to conduct site visits of the dental hygiene educational programs and pending to review the RDHAP mobile dental hygiene clinics and portable equipment. Other legislative changes have been limited to adopting the new mandates that all Department of Consumer Affairs boards have accepted due to the change in the law and haven't been specific to the Board. Additional details, statistics and justification can be provided should this request move forward.

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Anthony Lum Executive Officer
SUBJECT	FULL 10: Discussion and Possible Action to Increase the License Renewal Fees for All License Categories of Dental Hygienists.

BACKGROUND

The Board is mandated to maintain fund solvency to continue its oversight operations for dental hygienists and the dental hygiene educational programs. Like any other business, the cost to continue operations increases over time and the Board must find ways to increase its revenue to keep pace with the higher operating costs. The last Board fee increases occurred in 2014 where it was projected that the additional revenue would sustain the Board's fund for 3-5 years (through 2019 at the outset). Due to conservative spending by Board staff over the years, the fund is now projected to maintain solvency through 2021 which is two years more than the originally projected timeline for the next fee increases. In working with the department's budget office, it's projected that the Board will need to increase revenue in 2022 to avoid insolvency of the fund. This proposal, if approved, will provide the necessary revenue to maintain fund solvency for at least 3-5 years barring any unforeseen extensive expense. The renewal fee also parallels what may other states charge their licensees to maintain their dental hygiene license. Here's a list of a few other state's license renewal fees:

STATE	BIENNIAL LICENSE RENEWAL FEE
Nevada	\$300
Oregon	\$230
Texas	\$226

Please keep in mind that California has the highest number of dental hygiene licensees and educational programs in the nation and it takes immense resources to properly oversee both.

STAFF RECOMMENDATION:

Staff recommends approval of the following selected fee increases by Board resolution to maintain fund solvency effective July 1, 2022:

1. RDH Biennial License Renewal Fee increase of \$140 to \$300
(equals \$12.50/month x 24 months = \$300).

FULL 10: Memo – Discussion and Possible Action to Increase the License Renewal Fees for All License Categories of Dental Hygienists.

2. RDH Delinquent Renewal Fee increase of \$70 to \$150 (=1/2 License Renewal Fee).
3. RDHEF Biennial License Renewal Fee increase of \$140 to \$300.
4. RDHEF Delinquent Renewal Fee increase of \$70 to \$150 (=1/2 License Renewal Fee).
5. Special Permit Fee increase of \$140 to \$300 (tied by law to License Renewal Fee).
6. Certification of Licensure Fee increase of \$25 to \$50.

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Anthony Lum Executive Officer
SUBJECT	FULL 11: Discussion and Possible Action to Extend the Temporary Acceptance of Mannequin-based Dental Hygiene Clinical Examinations.

BACKGROUND

Due to the COVID-19 pandemic and associated safety precautions implemented by Governor Newsom and multiple Federal, State, and Local public health agencies to deter the spread of the virus in 2020, registered dental hygienist clinical examination administrators suspended all current patient-based clinical examinations and rescheduled them to future dates. As a result, the dental hygiene class of 2020 were left with no options to complete the clinical examination requirement to apply to obtain a dental hygiene license. At the May 29, 2020 WebEx Teleconference Board meeting, the Board requested and authorized the Department of Consumer Affairs (DCA) Office of Professional Examination Services (OPES) to review all nonpatient-based clinical examinations presented to the Board as an alternative to the live, patient-based clinical examinations. The Western Regional Examination Board (WREB), the Central Regional Dental Testing Services (CRDTS), and the American Board of Dental Examiners, Inc. (ADEX) submitted clinical examination information and data for OPES's review.

At the August 29, 2020 WebEx Teleconference Board meeting and upon conclusion of the review of these alternative examinations, OPES opined that the non-patient-based alternative exams were not a viable option to replace the live, patient-based clinical examinations at that time. Despite OPES's recommendation and due to the class of 2020's predicament, the Board moved to temporarily accept the mannequin-based alternative licensure examinations administered by CRDTS, ADEX, and WREB, when available, in addition to the current patient-based clinical examinations to apply toward Board licensure requirements. The temporary acceptance of these alternative examinations is from August 29, 2020 until March 31, 2021, unless extended.

At the March 6, 2021 Board meeting, the Board voted to extend the temporary acceptance of the alternative manikin-based clinical exams administered by CRDTS, ADEX, and WREB until August 31, 2021, unless extended.

At the March 20, 2021 Board meeting, OPES provided a presentation on their review of the dental hygiene clinical examinations. OPES reported that they determined the following: 1) alternative manikin-based formats did not sufficiently assess dental

hygiene psychomotor skills; 2) There is insufficient psychometric evidence available to validate manikin-based alternative formats; 3) Candidate performance on non-patient-based examinations is similar to performance on patient-based examinations, however, validity concerns related to the use of typodonts have not changed; and 4) Non-patient-based examination formats are not viable alternatives to patient-based exams at this time.

OPES Summary and Recommendations:

1. Patient-based examinations have sufficient validity but lack standardization and have high passing rates.
2. Non patient-based examinations have better standardization, but poor validity and high passing rates.
3. Educational programs in California appear to provide high-quality training and assessment.
4. Alternative examination formats should be considered.
5. Board should consider whether a skills-based examination is necessary given the level of structured training and assessments the candidates undergo during their clinicals.

STAFF RECOMMENDATION:

With the temporary acceptance of the alternative manikin-based examinations end-date coming soon (August 31, 2021), the current pandemic environment, and having an active taskforce researching alternative pathways to licensure, staff recommends to extend the temporary acceptance of the manikin-based exams administered by CRDTS, ADEX, and WREB along with the approved patient-based clinical exams administered by WREB and CRDTS until the Board's Spring 2022 Board meeting (March 2022?) where the exam environment will be reassessed at that time for possible further action.



2021 Dental Hygiene Exam Calendar

(Exams will be updated as soon as information becomes available)

Date	S=SIMULATED P=PATIENT B=BOTH	Site	City	State	Deadline
February 19-21	B	Concorde Career College	San Bernardino	CA	January 15
March 19-21	B	Concorde Career College	Dallas	TX	February 5
March 19-21	B	Concorde Career College	San Antonio	TX	February 5
March 19-20	P	Oregon Institute of Technology	Klamath Falls	OR	February 5
March 26-28	B	Colorado Northwestern CC	Rangely	CO	February 12
March 26-28	B	Lewis & Clark Community College	Godfrey	IL	February 12
April 9-11	P	Carrington College	Sacramento	CA	February 26
April 9-11	P	Central Georgia Technical College	Macon	GA	February 26
April 9-11	P	Clayton State University	Marlow	GA	February 26
April 16-18	B	Wallace State Community College	Hanceville	AL	March 5
April 16-18	P	Atlanta Technical College	Atlanta	GA	March 5
April 16-18	S	University of Hawaii - Manoa	Honolulu	HI	March 5
April 16-18	P	Pima Medical Institute	Albuquerque	NM	March 5
April 16-18	S	Trident Technical College	Charleston	SC	March 5
April 23-25	P	Savannah Technical College	Savannah	GA	March 12
April 23-25	B	Blinn College	Bryan	TX	March 12
April 23-25	S	Madison College	Madison	WI	March 12
April 23-25	B	Des Moines Area	Des Moines	IA	March 12
April 30-May 2	P	Lanier Technical College	Gainesville	GA	March 19
April 30-May 2	B	Carl Sandburg College	Galesburg	IL	March 19
April 30-May 2	B	Parkland College	Champaign	IL	March 19
April 30-May 2	B	Southern Illinois University	Carbondale	IL	March 19
April 30-May 2	S	University of Nebraska	Lincoln	NE	March 19
April 30-May 2	B	North Dakota State	Wahpeton	ND	March 19
May 7-9	P	Augusta University	Augusta	GA	March 26
May 7-9	B	Wichita State University	Wichita	KS	March 26
May 7-9	P	Pima Medical Institute	Seattle	WA	March 26
May 7-9	B	Chippewa Valley Community College	Eau Claire	WI	March 26

May 7-9	B	Milwaukee Area Technical College	Milwaukee	WI	March 26
May 14-16	B	Community College of Denver	Denver	CO	April 2
May 14-16	B	Concorde Career College	Aurora	CO	April 2
May 14-16	B	Pacific University	Hillsboro	OR	April 2
May 14-16	S	Midlands Technical College	Columbia	SC	April 2
May 14-16	S	University of South Dakota	Vermillion	SD	April 2
May 14-16	P	Sheridan College	Sheridan	WY	April 2
May 21-23	B	Pueblo Community College	Pueblo	CO	April 9
May 21-23	S	Hawkeye Community College	Waterloo	IA	April 9
May 21-23	B	Wharton County Junior College	Wharton	TX	April 9
May 21-23	B	Northeast Wisconsin Technical College	Green Bay	WI	April 9
June 4-6	B	Diablo Valley College	Pleasant Hill	CA	April 23
June 4-6	B	East Tennessee State University	Johnson City	TN	April 23
June 11-13	B	Fresno City College	Fresno	CA	April 30
June 11-13	B	Oxnard College	Oxnard	CA	April 30
June 11-13	P	Fortis College	Atlanta	GA	April 30
June 11-13	B	Johnson County Community College	Overland Park	KS	April 30
June 11-13	P	Yakima Valley College	Yakima	WA	April 30
June 18-20	B	Pima Medical Institute	Houston	TX	May 7
July 16-18	P	Georgia State University Perimeter	Dunwoody	GA	June 4
July 16-18	S	Lake Land College	Mattoon	IL	June 4
July 16-18	P	St Louis Community College	Forest Park	MO	June 4
July 16-18	P	Amarillo College	Amarillo	TX	June 4
Sept 10-12	B	Indian Hills Community College	Ottumwa	IA	July 30
October 15-17		Concorde Career College	San Bernardino	CA	September 3
October 15-17		Concorde Career College	Aurora	CO	September 3
October 15-17		Concorde Career College	Dallas	TX	September 3
October 15-17		Concorde Career College	San Antonio	TX	September 3
October 15-17		Pima Medical Institute	Houston	TX	September 3
December 3-5		Fortis College	Atlanta	GA	October 29
December 3-5		Lewis & Clark Community College	Godfrey	IL	October 29
December 3-5		Milwaukee Area Technical College	Milwaukee	WI	October 29
December 3-5		Carrington College	Sacramento	CA	October 29



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Local Anesthesia Written-Only	Ongoing	TBA	NA	11/2/2021	TBA	Assigned after processing	ANE	\$125	NA	\$125
San Joaquin Valley College-ONTARIO (HYG) Ontario, CA	February 26-28, 2021 (Fri-Sun)	1/5/2021	1/11/2021	1/21/2021	2/18/2021	N/A	HYG	\$1,175	\$170	\$1,345
Weber State University (ANE) Ogden, UT	March 11, 2021 (Thurs)	1/5/2021	1/11/2021	1/25/2021	2/18/2021	01/10/2021-02/24/2021	ANE	\$270	\$100	\$370
Weber State University (HYG-MANIKIN/OSCE) , Ogden, UT	March 11-14, 2021 (Thurs-Sun)	1/5/2021	1/11/2021	1/25/2021	2/18/2021	NA	HYG	\$1,175	\$215	\$1,390
Seattle Central Community College (ANE) Seattle, WA	March 13-14, 2021 (Sat-Sun)	1/5/2021	1/13/2021	1/27/2021	2/20/2021	01/12/21-02/26/2021	ANE	\$270	\$100	\$370
Oregon Tech @ Chemeketa (ANE) Salem, OR	March 18, 2021 (Thurs)	1/5/2021	1/18/2021	2/1/2021	2/25/2021	1/17/2021-03/03/2021	ANE	\$270	\$70	\$340
Oregon Tech @ Chemeketa (HYG-OSCE) Salem, OR	March 19-20, 2021 (Fri-Sat)	1/5/2021	1/18/2021	2/1/2021	2/25/2021	N/A	HYG	\$450	\$50	\$500
Carrington College-BOISE (HYG) Boise ID	March 18-21, 2021 (Thurs-Sun)	1/5/2021	1/18/2021	2/1/2021	2/25/2021	N/A	HYG	\$1,175	\$225	\$1,400
Lake Washington Inst of Tech (ANE) Kirkland, WA	March 18-20, 2021 (Thurs-Sun)	1/5/2021	1/18/2021	2/1/2021	2/25/2021	1/17/2021-03/03/2021	ANE	\$270	\$85	\$355
Oregon Tech @ Chemeketa (RES) Salem, OR	March 20-21, 2021 (Sat-Sun)	1/5/2021	1/20/2021	2/3/2021	2/27/2021	N/A	RES	\$460	\$150	\$610
Clark College (ANE) Vancouver, WA	March 19, 2021 (Friday)	1/5/2021	1/19/2021	2/2/2021	2/26/2021	1/18/2021-03/04/2021	ANE	\$270	\$65	\$335
Clark College (RES) Vancouver, WA	March 19-21, 2021 (Fri-Sun)	1/5/2021	1/19/2020	2/2/2021	2/26/2021	N/A	RES	\$460	\$60	\$520
Lake Washington Inst of Tech (RES) Kirkland, WA	March 20-22, 2021 (Sun-Tues)	1/5/2021	1/21/2021	2/4/2021	2/28/2021	N/A	RES	\$460	\$85	\$545
West Coast University (HYG) Anaheim, CA	March 31 - April 2, 2021 (Wed-Fri)	1/5/2021	1/31/2021	2/14/2021	3/10/2021	N/A	HYG	\$1,175	\$300	\$1,475
Dixie State University (ANE) St. George, UT	4/10/2021 (Sat)	1/25/2021	2/10/2021	2/24/2021	3/20/2021	2/10/2021-3/26/2021	ANE	\$270	\$0	\$270
Seattle Central Community College (RES) Seattle, WA	April 10-11, 2021 (Sat-Sun)	1/5/2021	2/10/2021	2/24/2021	3/20/2021	N/A	RES	\$460	\$100	\$560
Utah Valley University (ANE) Orem, UT	April 15 (Thurs)	1/5/2021	2/15/2021	3/1/2021	3/25/2021	2/14/2021-3/31/2021	ANE	\$270	\$60	\$330
Utah Valley University (HYG) Orem, UT	April 16-18, 2021 (Fri-Sun)	1/5/2021	2/16/2021	3/2/2021	3/26/2021	N/A	HYG	\$1,175	\$110	\$1,285
Utah College of Dental Hygiene (ANE) Orem, UT	April 21, 2021 (Wednesday)	1/7/2021	2/21/2021	3/7/2021	3/31/2021	2/20/2021-4/6/2021	ANE	\$270	\$50	\$320
Central Community College (HYG) Hastings, NE	April 22-24, 2021 (Thurs-Sat)	1/7/2021	2/22/2021	3/8/2021	4/1/2021	N/A	HYG	\$1,175	\$175	\$1,350
Austin Community College (HYG-MANIKIN) , Austin, TX	April 22-25, 2021 (Thurs-Sun)	1/7/2021	2/22/2021	3/8/2021	4/1/2021	N/A	HYG	\$1,175	\$300	\$1,475
Utah College of Dental Hygiene (HYG) Orem, UT	April 22-24, 2021 (Thurs-Sat)	1/7/2021	2/22/2021	3/8/2021	4/1/2021	N/A	HYG	\$1,175	\$200	\$1,375
Texas A & M HSC Baylor College (HYG-MANIKIN and/or OSCE) , Dallas, TX	April 23-26, 2021 (Fri-Mon)	1/7/2021	2/5/2021	3/9/2021	4/2/2021	N/A	HYG	Man \$1175 OSCE \$450	\$350 \$50	\$1525 \$500



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Local Anesthesia Written-Only	Ongoing	TBA	NA	11/2/2021	TBA	Assigned after processing	ANE	\$125	NA	\$125
Salt Lake Community College (ANE) Salt Lake City, UT	April 28, 2021 (Wednesday)	1/12/2021	2/28/2021	3/14/2021	4/7/2021	2/27/2021-4/13/2021	ANE	\$270	\$100	\$370
Northern Arizona University (HYG) Flagstaff, AZ	April 29-May 1, 2021 (Thurs-Sat)	1/12/2021	3/1/2021	3/15/2021	4/8/2021	N/A	HYG	\$1,175	\$225	\$1,400
Midwestern State University (HYG-MANIKIN) , Wichita Falls, TX	April 29-May 1, 2021 (Thurs-Sat)	1/12/2021	3/1/2021	3/15/2021	4/8/2021	N/A	HYG	\$1,175	\$130	\$1,305
Salt Lake Community College (HYG-MANIKIN/OSCE) , Salt Lake City, UT	April 29-May 1, 2021 (Thurs-Sat)	1/12/2021	3/1/2021	3/15/2021	4/8/2021	N/A	HYG	\$1,175	\$200	\$1,375
Eastern Washington University (ANE) Spokane, WA	April 29, 2021 (Thurs)	1/12/2021	3/1/2021	3/15/2021	4/8/2021	2/28/2021-4/14/2021	ANE	\$270	\$70	\$340
Eastern Washington University (HYG) Spokane, WA	April 29-May 1, 2021 (Fri-Sat)	1/12/2021	3/2/2021	3/16/2021	4/9/2021	N/A	HYG	\$1,175	\$140	\$1,315
U of P Dugoni School of Dentistry (HYG-MANIKIN) , San Francisco, CA	April 30-May 3, 2021 (Fri-Mon)	1/12/2021	3/2/2021	3/16/2021	4/9/2021	N/A	HYG	\$1,175	\$250	\$1,425
University of Texas-San Antonio (HYG-MANIKIN) San Antonio TX	April 30-May 2, 2021 (Fri-Sun)	1/12/2021	3/2/2021	3/16/2021	4/9/2021	N/A	HYG	\$1,175	\$250	\$1,425
Eastern Washington University (RES) Spokane, WA	May 1-3, 2021 (Sat-Mon)	1/12/2021	3/3/2021	3/17/2021	4/10/2021	N/A	RES	\$460	\$100	\$560
University of Texas-Houston (HYG-MANIKIN) Houston, TX	May 5-8, 2021 (Wed-Sat)	1/14/2021	3/7/2021	3/21/2021	4/14/2021	N/A	HYG	\$1,175	\$375	\$1,550
Texas State Technical College (HYG) Harlingen, TX	May 6-9, 2021 (Thurs-Sun)	1/14/2021	3/8/2021	3/22/2021	4/15/2021	N/A	HYG	\$1,175	\$250	\$1,425
Carrington College - Mesa (ANE) Mesa, AZ	May 13 2021 (Thu)	1/14/2021	3/15/2021	3/29/2021	4/22/2021	3/15/2021-4/29/2021	ANE	\$270	\$85	\$355
Lane Community College (HYG-OSCE) Eugene, OR	May 14, 2021 (Friday)	1/14/2021	3/15/2021	3/29/2021	4/22/2021	N/A	HYG	\$450	\$0	\$450
Great Falls College (MSU) (ANE) Great Falls, MT	May 14, 2021 (Friday)	1/14/2021	3/16/2021	3/30/2021	4/23/2021	3/16/2021-4/30/2021	ANE	\$270	\$195	\$465
Great Falls College (MSU) (HYG-MANIKIN) Great Falls, MT	May 15-16, 2021 (Sat-Sun)	1/14/2021	3/16/2021	3/30/2021	4/23/2021	N/A	HYG	\$1,175	\$220	\$1,395
Pima Community College (HYG) Tucson, AZ	May 21-22, 2021 (Fri-Sat)	1/19/2021	3/22/2021	4/5/2021	4/29/2021	N/A	HYG	\$1,175	\$160	\$1,335
Pima Community College (HYG-MANIKIN and/or OSCE) Tucson, AZ	May 20-23, 2021 (Thurs-Sun)	1/19/2021	3/22/2021	4/5/2021	4/29/2021	N/A	HYG	\$1,175	\$160	\$1,335
Chabot College (HYG-MANIKIN) Hayward, CA	May 21-23, 2021 (Fri-Sun)	1/19/2021	3/23/2021	4/6/2021	4/30/2021	N/A	HYG	\$1,175	\$350	\$1,525
Pacific University (RES) Hillsboro, OR	May 21-23, 2021 (Fri-Sun)	1/19/2021	3/23/2021	4/6/2021	4/30/2021	N/A	RES	\$460	\$75	\$535
Santa Rosa College (HYG-MANIKIN) Santa Rosa, CA	May 26-28, 2021 (Wed-Fri)	3/10/2021	3/28/2021	4/11/2021	5/5/2021	NA	HYG	\$1,175	\$300	\$1,475
Cabrillo College (HYG-MANIKIN) Aptos, CA - Candidates must provide proof of completed COVID vaccination to attend this exam, per the host site.	June 3-6, 2021 (Thurs-Sun)	1/21/2021	4/5/2021	4/19/2021	5/13/2021	N/A	HYG	\$1,175	\$300	\$1,475



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Local Anesthesia Written-Only	Ongoing	TBA	NA	11/2/2021	TBA	Assigned after processing	ANE	\$125	NA	\$125
Truckee Meadows Community College (HYG) Reno, NV	June 3-6, 2021 (Thurs-Sun)	1/21/2021	4/5/2021	4/19/2021	5/13/2021	N/A	HYG	\$1,175	\$300	\$1,475
Rose State College (HYG) Midwest City, OK	June 3-6, 2021 (Thurs-Sun)	1/21/2021	4/5/2021	4/19/2021	5/13/2021	N/A	HYG	\$1,175	\$150	\$1,325
Seattle Central Community College (HYG) Seattle, WA	June 5-6, 2021 (Sat-Sun)	1/21/2021	4/7/2021	4/21/2021	5/15/2021	N/A	HYG	\$1,175	\$200	\$1,375
West Coast University (HYG) Anaheim, CA	June 9-11, 2021 (Wed-Fri)	1/21/2021	4/11/2021	4/25/2021	5/19/2021	N/A	HYG	\$1,175	\$300	\$1,475
Idaho State University (ANE) Pocatello, ID	June 9, 2021 (Wednesday)	1/21/2021	4/12/2021	4/26/2021	5/20/2021	4/11/2021-5/26/2021	ANE	\$270	\$100	\$370
Idaho State University (HYG) Pocatello, ID	June 9-12, 2021 (Wed-Sat)	1/21/2021	4/12/2021	4/26/2021	5/20/2021	N/A	HYG	\$1,175	\$150	\$1,325
Clark College (HYG) Vancouver, WA	June 10-13, 2021 (Thurs-Sun)	1/21/2021	4/12/2021	4/26/2021	5/20/2021	N/A	HYG	\$1,175	\$85	\$1,260
College of Southern Nevada (ANE) Las Vegas, NV	June 10, 2021 (Thursday)	1/21/2021	4/12/2021	4/26/2021	5/20/2021	4/11/2021-5/26/2021	ANE	\$270	\$105	\$375
College of Southern Nevada (HYG) Las Vegas, NV	June 11-13, 2021 (Fri-Sun)	1/21/2021	4/13/2021	4/27/2021	5/21/2021	N/A	HYG	\$1,175	\$240	\$1,415
Lake Washington Inst of Technology (ANE) Kirkland, WA	June 10, 2021 (Thursday)	1/21/2021	4/12/2021	4/26/2021	5/20/2021	4/11/2021-5/26/2021	ANE	\$270	\$85	\$355
University of New Mexico (ANE) Albuquerque, NM	June 10, 2021 (Thursday)	1/21/2021	4/12/2021	4/26/2021	5/20/2021	4/11/2021-5/26/2021	ANE	\$270	\$65	\$335
University of New Mexico (HYG) Albuquerque, NM	June 10-12, 2021 (Thurs-Sat)	1/21/2021	4/12/2021	4/26/2021	5/20/2021	N/A	HYG	\$1,175	\$150	\$1,325
Lake Washington Inst of Technology (HYG) Kirkland, WA	June 10-14, 2021 (Thurs-Mon)	1/21/2021	4/12/2021	4/26/2021	5/20/2021	N/A	HYG	\$1,175	\$165	\$1,340
Idaho State University (RES) Pocatello, ID	June 13-14, 2021 (Sun-Mon)	1/21/2021	4/15/2021	4/29/2021	5/23/2021	N/A	RES	\$460	\$100	\$560
Foothill College (HYG-MANIKIN) Los Altos Hills, CA	June 17-20, 2021 (Thurs-Sun)	1/26/2021	4/19/2021	5/3/2021	5/27/2021	N/A	HYG	\$1,175	\$350	\$1,525
Lake Washington Inst of Tech (RES) Kirkland, WA	June 18-19, 2021 (Fri-Sat)	1/26/2021	4/20/2021	5/4/2021	5/28/2021	N/A	RES	\$460	\$85	\$545
Loma Linda University (HYG-MANIKIN) Loma Linda, CA	June 20-23, 2021 (Sun-Wed)	1/26/2021	4/22/2021	5/6/2021	5/30/2021	N/A	HYG	\$1,175	\$200	\$1,375
Pierce College (HYG) Lakewood, WA	June 24-26, 2021 (Thurs-Sat)	1/26/2021	4/26/2021	5/10/2021	6/3/2021	N/A	HYG	\$1,175	\$175	\$1,350
El Paso Community College (HYG) El Paso, TX	June 24-27, 2021 (Thurs-Sun)	1/26/2021	4/26/2021	5/10/2021	6/3/2021	N/A	HYG	\$1,175	\$275	\$1,450
El Paso Community College (HYG- OSCE) El Paso, TX	June 27-28, 2021 (Sun-Mon)	1/26/2021	4/26/2021	5/10/2021	6/3/2021	N/A	HYG	\$450	\$50	\$500
San Joaquin Valley College-VISALIA (HYG-MANIKIN) Visalia, CA	June 25-27, 2021 (Fri-Sun)	1/26/2021	4/26/2021	5/10/2021	6/3/2021	N/A	HYG	\$1,175	\$175	\$1,350
University of Alaska-Anchorage (ANE) Anchorage, AK	July 6, 2021 (Tuesday)	1/26/2021	5/8/2021	5/22/2021	6/15/2021	5/7/2021-6/21/2021	ANE	\$270	\$20	\$290



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Local Anesthesia Written-Only	Ongoing	TBA	NA	11/2/2021	TBA	Assigned after processing	ANE	\$125	NA	\$125
University of Alaska-Anchorage (HYG) Anchorage, AK	July 7-8, 2021 (Wed-Thurs)	1/26/2021	5/8/2021	5/22/2021	6/15/2021	N/A	HYG	\$1,175	\$185	\$1,360
University of Alaska-Anchorage (RES) Anchorage, AK	July 9, 2021 (Friday)	1/26/2021	5/8/2021	5/22/2021	6/15/2021	N/A	RES	\$460	\$60	\$520
Carrington College-BOISE (ANE) Boise, ID	July 9-10, 2021 (Fri-Sat)	1/26/2021	5/11/2021	5/25/2021	6/18/2021	5/10/2021- 6/24/2021	ANE	\$270	\$100	\$370
Southwestern College (HYG-MANIKIN) National City, CA	July 9-11, 2021 (Fri-Sun)	1/26/2021	5/11/2021	5/25/2021	6/18/2021	N/A	HYG	\$1,175	\$300	\$1,475
Oregon Tech @ Chemeketa (ANE) Salem, OR	July 29, 2021 (Thursday)	1/26/2021	5/31/2021	6/14/2021	7/8/2021	5/30/2021- 7/14/2021	ANE	\$270	\$70	\$340
Carrington College-SAN JOSE (HYG-MANIKIN) San Jose, CA	August 6-8, 2021 (Fri-Sun)	1/26/2021	6/8/2021	6/22/2021	7/16/2021	N/A	HYG	\$1,175	\$200	\$1,375
Concorde Career College-Kansas City (HYG) Kansas City, MO	August 13-15, 2021 (Fri-Sun)	1/26/2021	6/15/2021	6/29/2021	7/23/2021	N/A	HYG	\$1,175	\$70	\$1,245
Phoenix College (HYG-MANIKIN) Phoenix, AZ	August 13-15, 2021 (Fri-Sun)	1/26/2021	6/15/2021	6/29/2021	7/23/2021	N/A	HYG	\$1,175	\$250	\$1,425
Carrington College-MESA (ANE) Mesa, AZ	Sept. 9, 2021 (Thursday)	1/26/2021	7/12/2021	7/26/2021	8/19/2021	7/11/2021- 8/25/2021	ANE	\$270	\$85	\$355
Northern Arizona University (ANE) Flagstaff, AZ	Sept. 23-25, 2021 (Thurs-Sat)	1/26/2021	7/26/2021	8/9/2021	9/2/2021	7/25/2021- 9/8/2021	ANE	\$270	\$60	\$330
Rio Salado College (ANE) Tempe, AZ	Sept. 25-26, 2021 (Sat-Sun)	1/26/2021	7/28/2021	8/11/2021	9/4/2021	7/27/2021- 9/10/2021	ANE	\$270	\$45	\$315
Fortis College (ANE) Salt Lake City, UT	Sept. 30, 2021 (Thursday)	1/26/2021	8/2/2021	8/16/2021	9/9/2021	8/1/2021- 9/15/2021	ANE	\$270	\$50	\$320
Fortis College (HYG) Salt Lake City, UT	Sept. 30-Oct. 3, 2021 (Thurs-Sun)	1/26/2021	8/2/2021	8/16/2021	9/9/2021	N/A	HYG	\$1,175	\$100	\$1,275
San Joaquin Valley College-ONTARIO (HYG) Ontario, CA	Oct 8-10, 2021 (Fri-Sun)	1/26/2021	8/10/2021	8/24/2021	9/17/2021	N/A	HYG	\$1,175	\$170	\$1,345
Portland Community College (ANE) Portland, OR	Oct 8-10, 2021 (Fri-Sun)	1/26/2021	8/10/2021	8/24/2021	9/17/2021	8/9/2021- 9/23/2021	ANE	\$270	\$35	\$305
Carrington College-BOISE (HYG) Boise, ID	Oct. 21-24, 2021 (Thurs-Sun)	1/28/2021	8/23/2021	9/6/2021	9/30/2021	N/A	HYG	\$1,175	\$225	\$1,400
West Coast University (HYG) Anaheim, CA **Per the Host School, Candidates REQ'D to provide proof of completed COVID-19 vaccination to attend exam at this location.	Oct. 27-29, 2021 (Wed-Fri)	1/28/2021	8/29/2021	9/12/2021	10/6/2021	N/A	HYG	\$1,175	\$300	\$1,475
Portland Community College (RES) Portland, OR	Dec. 2-6, 2021 (Thurs-Mon)	1/28/2021	10/4/2021	10/18/2021	11/11/2021	N/A	RES	\$460	\$35	\$495
Rio Salado College (HYG) Tempe, AZ	Dec. 4-6, 2021 (Sat-Mon)	1/28/2021	10/6/2021	10/20/2021	11/13/2021	N/A	HYG	\$1,175	\$170	\$1,345
Portland Community College (ANE) Portland, OR	Dec. 8, 2021 (Wednesday)	1/28/2021	10/10/2021	10/24/2021	11/17/2021	10/9/2021- 11/23/2021	ANE	\$270	\$35	\$305



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Local Anesthesia Written-Only	Ongoing	TBA	NA	11/2/2021	TBA	Assigned after processing	ANE	\$125	NA	\$125
Portland Community College (HYG) Portland, OR	Dec. 9-12, 2021 (Thurs-Sun)	1/28/2021	10/11/2021	10/25/2021	11/18/2021	N/A	HYG	\$1,175	\$60	\$1,235
Portland Community College (HYG-OSCE) Portland, OR	Dec. 13, 2021 (Monday)	1/28/2021	10/11/2021	10/25/2021	11/18/2021	N/A	HYG	\$450	TBD	TBD
Fortis College (ANE) Salt Lake City, UT	Dec. 8, 2021 (Wednesday)	1/28/2021	10/10/2021	10/24/2021	11/17/2021	10/9/2021-11/23/2021	ANE	\$270	\$50	\$320
Fortis College (HYG) Salt Lake City, UT	Dec. 9-12, 2021 (Thurs-Sun)	1/28/2021	10/11/2021	10/25/2021	11/18/2021	N/A	HYG	\$1,175	\$100	\$1,275
Phoenix College (ANE) Phoenix, AZ	Dec. 10-12, 2021 (Fri-Sun)	1/28/2021	10/12/2021	10/26/2021	11/19/2021	10/11/2021-11/25/2021	ANE	\$270	\$75	\$345
Carrington College-MESA (ANE) Mesa, AZ	Dec. 16, 2021 (Thursday)	1/28/2021	10/18/2021	11/1/2021	11/25/2021	10/17/2021-12/1/2021	ANE	\$270	\$85	\$355
Carrington College-MESA (HYG) Mesa, AZ	Dec. 16-19, 2021 (Thurs-Sun)	1/28/2021	10/18/2021	11/1/2021	11/25/2021	N/A	HYG	\$1,175	\$235	\$1,410
Pima Community College (ANE) Tucson, AZ	Dec. 17-19, 2021 (Fri-Sun)	1/28/2021	10/19/2021	11/2/2021	11/26/2021	10/18/2021-12/02/2021	ANE	\$270	\$50	\$320



2022 Dental Hygiene, Local Anesthesia & Restorative Clinical Exams

EXAM LOCATION	CLINICAL EXAM DATE	Registration Opens 2:00pm MST	Student Hold	Application Deadline	Document Deadline	Prometric Testing Timeframe	Exam Type
Local Anesthesia Written-Only		12/15/2021	NA	11/1/2022	TBA	Assigned after processing	ANE
Carrington College-BOISE (ANE) Boise ID	February 17-18, 2022	12/15/2021	1/2/2022	1/4/2022	1/27/2022	12/19/2021-02/02/2022	ANE
Pacific University (ANE) Hillsboro, OR	February 26-27, 2022	12/15/2021	1/2/2022	1/13/2022	2/6/2022	12/28/2021-02/11/2022	ANE
Seattle Central Community College (ANE) Seattle, WA	March 5-6, 2022	12/17/2021	1/5/2022	1/19/2022	2/12/2022	01/04/2022-02/18/2022	ANE
San Joaquin Valley College-VISALIA (HYG) Visalia, CA	March 10-13, 2022	12/17/2021	1/11/2022	1/24/2022	2/17/2022	N/A	HYG
Oregon Tech @ Chemeketa (ANE) Salem, OR	March 17, 2022	1/4/2022	1/17/2022	1/31/2022	2/24/2022	01/16/2022-03/02/2022	ANE
Oregon Tech @ Chemeketa (HYG) Salem, OR	March 17-19, 2022	1/4/2022	1/17/2022	1/31/2022	2/24/2022	N/A	HYG
Lake Washington Inst of Tech (ANE) Kirkland, WA	March 17-18, 2022	1/4/2022	1/17/2022	1/31/2022	2/24/2022	01/16/2022-03/02/2022	ANE
Clark College (ANE) Vancouver, WA	March 18-19, 2022	1/4/2022	1/18/2022	2/1/2022	2/25/2022	01/17/2022-03/03/2022	ANE
Lake Washington Inst of Tech (RES) Kirkland, WA	March 18-20, 2022	1/4/2022	1/18/2022	2/1/2022	2/25/2022	N/A	RES
Oregon Tech @ Chemeketa (RES) Salem, OR	March 19-20, 2022	1/4/2022	1/17/2022	1/31/2022	2/24/2022	N/A	RES
Clark College (RES) Vancouver, WA	March 20-21, 2022	1/4/2022	1/18/2022	2/1/2022	2/25/2022	N/A	RES
West Coast University (HYG) Anaheim, CA	March 30-April 1, 2022	1/6/2022	1/30/2022	2/13/2022	3/9/2022	N/A	HYG
Carrington College-MESA (HYG) Mesa, AZ	March 31-April 3, 2022	1/6/2022	1/31/2022	2/14/2022	3/10/2022	N/A	HYG
Concorde Career College-Kansas City (HYG) Kansas City, MO	March 31-April 3, 2022	1/6/2022	1/31/2022	2/14/2022	3/10/2022	N/A	HYG
Carrington College-SAN JOSE (HYG) San Jose, CA	April 1-3, 2022	1/6/2022	2/1/2022	2/15/2022	3/11/2022	N/A	HYG
Utah Valley University (ANE) Orem, UT	April 7, 2022	1/6/2022	2/7/2022	2/21/2022	3/17/2022	02/06/2022-03/23/2022	ANE
Utah Valley University (HYG) Orem, UT	April 7-10, 2022	1/6/2022	2/7/2022	2/21/2022	3/17/2022	N/A	HYG
Dixie State University (ANE) St. George, UT	April 8, 2022	1/6/2022	2/8/2022	2/22/2022	3/18/2022	02/07/2022-03/24/2022	ANE



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Local Anesthesia Written-Only		12/15/2021	NA	11/1/2022	TBA	Assigned after processing	ANE
Seattle Central Community College (RES) Seattle, WA	April 9-10, 2022	12/17/2021	2/9/2022	2/23/2022	3/19/2022	N/A	RES
Utah College of Dental Hygiene (ANE) Orem, UT	April 21, 2022	1/10/2022	2/21/2022	3/7/2022	3/31/2022	2/20/2022-4/6/2022	ANE
Weber State University (ANE) Ogden, UT	April 21, 2022	1/10/2022	2/21/2022	3/7/2022	3/31/2022	2/20/2022-4/6/2022	ANE
Utah College of Dental Hygiene (HYG) Orem, UT	April 21-23, 2022	1/10/2022	2/21/2022	3/7/2022	3/31/2022	N/A	HYG
Central Community College (HYG) Hastings, NE	April 22-23, 2022	1/10/2022	2/22/2022	3/8/2022	4/1/2022	N/A	HYG
Weber State University (HYG) Ogden, UT	April 22-24, 2022	1/10/2022	2/21/2022	3/7/2022	3/31/2022	N/A	HYG
Tyler Junior College (HYG) Tyler, TX	April 22-24, 2022	1/10/2022	2/22/2022	3/8/2022	4/1/2022	N/A	HYG
Texas A & M HSC Baylor College (HYG) Dallas, TX	April 22-25, 2022	1/10/2022	2/22/2022	3/8/2022	4/1/2022	N/A	HYG
U of P Dugoni School of Dentistry (HYG) San Francisco, CA	April 23-25, 2022	1/10/2022	2/23/2022	3/9/2022	4/2/2022	N/A	HYG
Salt Lake Community College (ANE) Salt Lake City, UT	April 27, 2022	1/12/2022	2/27/2022	3/13/2022	4/6/2022	02/26/2022-04/12/2022	ANE
Eastern Washington University (ANE) Spokane, WA	April 28, 2022	1/12/2022	2/28/2022	3/14/2022	4/7/2022	02/27/2022-04/13/2022	ANE
Salt Lake Community College (HYG) Salt Lake City, UT	April 28-30, 2022	1/12/2022	2/27/2022	3/13/2022	4/6/2022	N/A	HYG
Midwestern State University (HYG) Wichita Falls, TX	April 28-30, 2022	1/12/2022	2/28/2022	3/14/2022	4/7/2022	N/A	HYG
Austin Community College (HYG) Austin, TX	April 28-30, 2022	1/12/2022	2/28/2022	3/14/2022	4/7/2022	N/A	HYG
Eastern Washington University (HYG) Spokane, WA	April 29-May 1, 2022	1/12/2022	2/28/2022	3/14/2022	4/7/2022	N/A	HYG
El Paso Community College (HYG) El Paso, TX	April 29-May 1, 2022	1/12/2022	3/1/2022	3/15/2022	4/8/2022	N/A	HYG
University of Texas-San Antonio (HYG) San Antonio TX	April 29-May 2, 2022	1/12/2022	3/1/2022	3/15/2022	4/8/2022	N/A	HYG
Eastern Washington University (RES) Spokane, WA	May 1-2, 2022	1/12/2022	2/28/2022	3/14/2022	4/7/2022	N/A	RES



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Local Anesthesia Written-Only		12/15/2021	NA	11/1/2022	TBA	Assigned after processing	ANE
University of Texas-Houston (HYG) Houston, TX	May 4-7, 2022	1/14/2022	3/6/2022	3/20/2022	4/13/2022	N/A	HYG
Texas State Technical College (HYG) Harlingen, TX	May 4-8, 2022	1/14/2022	3/6/2022	3/20/2022	4/13/2022	N/A	HYG
Phoenix College (ANE) Phoenix, AZ	May 6, 2022	1/14/2022	3/8/2022	3/22/2022	4/15/2022	03/07/2022-04/21/2022	ANE
Northern Arizona University (HYG) Flagstaff, AZ	May 12-14, 2022	1/14/2022	3/14/2022	3/28/2022	4/21/2022	N/A	HYG
Great Falls College (ANE) Great Falls, MT	May 13, 2022	1/14/2022	3/15/2022	3/29/2022	4/22/2022	3/14/2022-04/28/2022	ANE
Chabot College (HYG) Hayward, CA	May 13-15, 2022	1/14/2022	3/15/2022	3/29/2022	4/22/2022	N/A	HYG
Great Falls College (HYG) Great Falls, MT	May 14-15, 2022	1/14/2022	3/15/2022	3/29/2022	4/22/2022	N/A	HYG
Pima Community College (HYG) Tucson, AZ	May 19-22, 2022	1/18/2022	3/21/2022	4/4/2022	4/28/2022	N/A	HYG
Portland Community College (ANE) Portland, OR	May 20-21, 2022	1/18/2022	3/22/2022	4/5/2022	4/29/2022	03/21/2022-05/05/2022	ANE
Pacific University (RES) Hillsboro, OR	May 20-22, 2022	1/18/2022	3/22/2022	4/5/2022	4/29/2022	N/A	RES
Rose State College (HYG) Midwest City, OK	May 20-23, 2022	1/18/2022	3/22/2022	4/5/2022	4/29/2022	N/A	HYG
Santa Rosa College (HYG) Santa Rosa, CA	May 25-27, 2022	1/18/2022	3/27/2022	4/10/2022	5/4/2022	NA	HYG
Carrington College-BOISE (ANE) Boise, ID	June 1, 2022	1/18/2022	4/3/2022	4/17/2022	5/11/2022	04/02/2022-05/17/2022	ANE
Carrington College-BOISE (HYG) Boise, ID	June 2-4, 2022	1/18/2022	4/2/2022	4/17/2022	5/11/2022	N/A	HYG
Truckee Meadows Community College (HYG) Reno, NV	June 2-5, 2022	1/18/2022	4/2/2022	4/17/2022	5/11/2022	N/A	HYG
University of New Mexico (ANE) Albuquerque, NM	June 2, 2022	1/18/2022	4/2/2022	4/17/2022	5/11/2022	04/03/2022-05/18/2022	ANE
University of New Mexico (HYG) Albuquerque, NM	June 2-5, 2022	1/18/2022	4/2/2022	4/17/2022	5/11/2022	N/A	HYG
University of Alaska-Anchorage (ANE) Anchorage, AK	June 3, 2022	1/18/2022	4/3/2022	4/18/2022	5/12/2022	04/04/2022-05/19/2022	ANE



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Local Anesthesia Written-Only		12/15/2021	NA	11/1/2022	TBA	Assigned after processing	ANE
University of Alaska-Anchorage (HYG) Anchorage, AK	June 4-5, 2022	1/18/2022	4/3/2022	4/18/2022	5/12/2022	N/A	HYG
Seattle Central Community College (HYG) Seattle, WA	June 4-5, 2022	1/18/2022	4/6/2022	4/20/2022	5/14/2022	N/A	HYG
University of Alaska-Anchorage (RES) Anchorage, AK	June 6, 2022	1/18/2022	4/2/2022	4/18/2022	5/12/2022	N/A	RES
West Coast University (HYG) Anaheim, CA	June 8-10, 2022	1/20/2022	4/10/2021	4/24/2022	5/18/2022	N/A	HYG
Idaho State University (ANE) Pocatello, ID	June 9, 2022	1/20/2022	4/11/2022	4/25/2022	5/19/2022	04/10/2022-05/25/2022	ANE
College of Southern Nevada (ANE) Las Vegas, NV	June 9, 2022	1/20/2022	4/11/2022	4/25/2022	5/19/2022	04/10/2022-05/25/2022	ANE
Lake Washington Inst of Technology (ANE) Kirkland, WA	June 9, 2022	1/20/2022	4/11/2022	4/25/2022	5/19/2022	04/10/2022-05/25/2022	ANE
Oregon Tech @ Chemeketa (ANE) Salem, OR	June 10, 2022	1/20/2022	4/12/2022	4/26/2022	5/20/2022	04/11/2022-05/26/2022	ANE
Lake Washington Inst of Technology (HYG) Kirkland, WA	June 10-12, 2022	1/20/2022	4/11/2022	4/25/2022	5/19/2022	N/A	HYG
College of Southern Nevada (HYG) Las Vegas, NV	June 10-12, 2022	1/20/2022	4/11/2022	4/25/2022	5/19/2022	N/A	HYG
Idaho State University (HYG) Pocatello, ID	June 10-12, 2022	1/20/2022	4/11/2022	4/25/2022	5/19/2022	N/A	RES
Clark College (HYG) Vancouver, WA	June 10-12, 2022	1/21/2022	4/12/2022	4/26/2022	5/20/2022	N/A	HYG
Idaho State University (RES) Pocatello, ID	June 12-13, 2022	1/21/2022	4/15/2022	4/29/2022	5/23/2022	N/A	RES
Lake Washington Inst of Tech (RES) Kirkland, WA	June 16-17, 2022	1/20/2022	4/11/2022	4/25/2022	5/19/2022	N/A	RES
Foothill College (HYG) Los Altos Hills, CA	June 16-19, 2022	1/25/2022	4/18/2022	5/2/2022	5/26/2022	N/A	HYG
Southwestern College (HYG) National City, CA	June 16-19, 2022	1/25/2022	4/18/2022	5/2/2022	5/26/2022	N/A	HYG
San Joaquin Valley College-ONTARIO (HYG) Ontario, CA	June 16-20, 2022	1/25/2022	4/18/2022	5/2/2022	5/26/2022	N/A	HYG
Loma Linda University (HYG) Loma Linda, CA	June 19-21, 2022	1/25/2022	4/22/2022	5/5/2022	5/29/2022	N/A	HYG



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Local Anesthesia Written-Only		12/15/2021	NA	11/1/2022	TBA	Assigned after processing	ANE
Pierce College (HYG) Lakewood, WA	June 24-27, 2022	1/25/2022	4/26/2022	5/10/2022	6/3/2022	N/A	HYG
El Paso Community College (HYG) El Paso, TX	July 7-10, 2022	1/25/2022	5/9/2022	5/23/2022	6/16/2022	N/A	HYG
Carrington College-MESA (HYG) Mesa, AZ	July 28-31, 2022	1/25/2022	5/30/2022	6/13/2022	7/7/2022	N/A	HYG
Portland Community College (ANE) Portland, OR	August 25, 2022	1/27/2022	6/27/2022	7/11/2022	8/4/2022	06/26/2022-08/10/2022	ANE
Portland Community College (HYG) Portland, OR	August 26-29, 2022	1/27/2022	6/27/2022	7/11/2022	8/4/2022	N/A	HYG
Rio Salado College (ANE) Tempe, AZ	Augsut 27-28, 2022	1/27/2022	6/29/2022	7/13/2022	8/6/2022	06/28/2022-08/12/2022	ANE
Portland Community College (RES) Portland, OR	September 9-11, 2022	1/27/2022	7/12/2022	7/26/2022	8/19/2022	N/A	RES
Carrington College-BOISE (HYG) Boise, ID	September 22-24, 2022	1/27/2022	7/25/2022	8/8/2022	9/1/2022	N/A	HYG
Northern Arizona University (ANE) Flagstaff, AZ	September 23-24, 2022	1/27/2022	7/26/2022	8/9/2022	9/2/2022	7/25/2022-9/8/2022	ANE
Fortis College (ANE) Salt Lake City, UT	September 29, 2022	1/27/2022	8/1/2022	8/15/2022	9/8/2022	07/31/2022-09/14/2022	ANE
Fortis College (HYG) Salt Lake City, UT	Sept. 29-October 1, 2022	1/27/2022	8/1/2022	8/15/2022	9/8/2022	N/A	HYG
West Coast University (HYG) Anaheim, CA	October 26-28, 2022	1/27/2022	8/28/2022	9/11/2022	10/5/2022	N/A	HYG
Concorde Career College-Kansas City (HYG) Kansas City, MO	November 3-6, 2022	1/27/2022	9/5/2022	9/19/2022	10/13/2022	N/A	HYG
San Joaquin Valley College-VISALIA (HYG) Visalia, CA	November 3-6, 2022	1/27/2022	9/5/2022	9/19/2022	10/13/2022	N/A	HYG
Carrington College-SAN JOSE (HYG) San Jose, CA	November 18-20, 2022	1/27/2022	9/13/2022	10/4/2022	10/28/2022	N/A	HYG
Rio Salado College (HYG) Tempe, AZ	December 3-5, 2022	1/27/2022	10/5/2022	10/19/2022	11/12/2022	N/A	HYG
Fortis College (ANE) Salt Lake City, UT	December 15, 2022	1/27/2022	10/17/2022	10/31/2022	11/24/2022	10/16/2022-11/30/2022	ANE
Fortis College (HYG) Salt Lake City, UT	December 15-18, 2022	1/27/2022	10/17/2022	10/31/2022	11/24/2022	N/A	HYG



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Local Anesthesia Written-Only		12/15/2021	NA	11/1/2022	TBA	Assigned after processing	ANE
Carrington College-MESA (ANE) Mesa, AZ	December 16-17, 2022	1/27/2022	10/18/2022	11/1/2022	11/25/2022	10/17/2022- 12/1/2022	ANE
Pima Community College (ANE) Tucson, AZ	December 16-17,2022	1/27/2022	10/18/2022	11/1/2022	11/25/2022	10/17/2022- 12/1/2022	ANE

Search:

School	Date	Outside candidates allowed?	Additional Information
University of Michigan Ann Arbor, MI	August 11, 2021	NO	Register By: 6/23/21 Exam Type: Manikin Typodont: Acadental
Herzing University St. Louis Park, MN	August 19-20, 2021	YES	Register By: 6/30/21 Exam Type: Manikin Typodont: Acadental Site Info Sheet
Herzing University St. Louis Park, MN	August 19-20, 2021	YES	Register By: 6/30/21 Exam Type: Manikin Typodont: Acadental Site Info Sheet
South College Nashville, TN	August 27-28, 2021	YES	Register By: 7/7/21 Exam Type: Manikin Typodont: Acadental Site Info Sheet
Phoenix College Phoenix, AZ	August 6, 2021	YES	Register By: 6/16/21 Exam Type: Manikin Typodont: Acadental Site Info Sheet
NMSU – Doña Ana Community College Las Cruces, NM	August 6, 2021	YES	Register By: 6/16/21 Exam Type: Hybrid (Manikin or Patient) Site Info Sheet
Plaza College Forest Hills, NY	December 10, 2021	NO	Register By: 10/20/21 Exam Type: Manikin Typodont: Acadental
Community College of Philadelphia Philadelphia, PA	December 13-14, 2021	YES	Register By: 10/27/21 Exam Type: Manikin Typodont: Acadental Site Info Sheet
Hocking College New Lexington, OH	December 2, 2021	NO	Register By: 10/20/21 Exam Type: Manikin

Typodont: Acidental

Fortis Institute Scranton, PA	December 2, 2021	YES	Register By: 10/20/21 Exam Type: Hybrid (Manikin or Patient) Typodont: Acidental Site Info Sheet - Coming Soon
Howard University Washington, DC	December 3, 2021	YES	Register By: 10/20/21 Exam Type: Manikin Typodont: Acidental Site Info Sheet
Ohio State University Columbus, OH	December 4, 2021	NO	Register By: 10/20/21 Exam Type: Manikin Typodont: Acidental Site Info Sheet - Coming Soon
Lancaster College Willow Street, PA	July 14, 2021	NO	Register By: 6/16/21 Exam Type: Manikin Typodont: Acidental
University of Hawaii Maui College, Kahului, HI Maui, HI	July 17, 2021	YES	Register By: 5/26/21 Exam Type: Manikin Typodont: Acidental Site Info Sheet
University of Minnesota Minneapolis, MN	July 17-18, 2021	YES	Register By: 5/26/21 Exam Type: Hybrid (Manikin or Patient) Typodont: Acidental Site Info Sheet
York Technical College Rock Hill, SC	July 20, 2021	YES	Register By: 5/26/21 Exam Type: Manikin Typodont: Acidental Site Info Sheet - Coming Soon
College of Lake County Waukegan, IL	July 23, 2021	NO	Register By: 6/2/21 Exam Type: Manikin Typodont: Acidental
Lansing Community College Lansing, MI	July 29, 2021	NO	Register By: 6/9/21 Exam Type: Manikin Typodont: Acidental

Site Info Sheet - Coming Soon

University of Pittsburgh
Pittsburgh, PA
July 30, 2021
NO
Register By: 6/16/21
Exam Type: Manikin
Typodont: Acadental

New York University
New York, NY
July 31, 2021
NO
Register By: 6/6/21
Exam Type: Manikin
Typodont: Acadental

Rock Valley College
Rockford, IL
June 30, 2021
NO
Register By: 5/12/21
Exam Type: Manikin
Typodont: Acadental

NHTI Concord's Community College
Concord, NH
June 30, 2021
NO
Register By: 5/12/21
Exam Type: Manikin
Typodont: Acadental

University of Technology
Kingston, JM
November 12, 2021
TBD
Register By: 9/29/21
Exam Type: TBD
Typodont: Acadental

Indiana University School of Dentistry
Indianapolis, IN
November 13, 2021
YES
Register By: 9/29/21
Exam Type: Manikin
Typodont: Acadental
[Site Info Sheet](#)

Rio Salado College
Tempe, AZ
November 20-21, 2021
YES
Register By: 10/6/21
Exam Type: Hybrid (Manikin or Patient)
Typodont: Acadental
[Site Info Sheet](#)

MCPHS University
Worcester, MA
November 20-21, 2021
NO
Register By: 10/6/21
Exam Type: Manikin
Typodont: Acadental

Eastern International College
Jersey City, NJ
November 5, 2021
YES
Register By: 9/22/21
Exam Type: Manikin
Typodont: Acadental
[Site Info Sheet](#)

Indiana University School of Dentistry
Indianapolis, IN
October 23, 2021
YES
Register By: 9/8/21
Exam Type: Manikin
Typodont: Acadental
[Site Info Sheet](#)

Eastern International College Jersey City, NJ	September 1-2, 2021	NO	Register By: 7/14/2021 Exam Type: Manikin Typodont: Acadental Site Info Sheet
Broward State College Davie, FL	September 10, 2021	NO	Register By: 6/30/21 Exam Type: Manikin Typodont: Acadental
Fortis College – Landover Landover, MD	September 24, 2021	NO	Register By: 8/11/21 Exam Type: Manikin Typodont: Acadental Site Info Sheet

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Anthony Lum Executive Officer
SUBJECT	FULL 12: Update from the Alternative Pathways to Licensure Taskforce.

BACKGROUND

For several years, Board members have discussed potential possibilities in alternative pathways to obtain a dental hygiene license different than the current clinical examination pathway. There have been two options discussed in the past including a portfolio pathway where it would eliminate the requirement for a clinical examination and be based on the student's competencies as reported by the school, or to eliminate the need for a post-graduate clinical examination altogether as the schools graduate their students based upon their practice competencies and instead, utilize an exit exam completed while they are still in the dental hygiene educational program where they could correct any issues prior to graduation.

With the Office of Professional Examination Services opining that alternative pathways to licensure should be explored for dental hygienists, the Board voted to assemble a taskforce to address the issue.

At its March 20, 2021 Board meeting, it was voted for the Board to assemble a task force made up of two Board members, educators, and interested stakeholders to research alternative pathways to dental hygiene licensure for consideration by the Board at a future meeting. The taskforce members selected were: Lory Laughter from UOP, Melissa Fellman from SCC, Cindy Flickner from Santa Rosa JC, Brenda Serpa from SJVC, Dr. Michelle Hurlbutt from West Coast U., Carmen Dones from WLA and Board taskforce co-chair, and Noel Kelsch, Cabrillo College, Board taskforce co-chair. The taskforce has met four times on Thursday, May 20, 2021, Friday, June 4, 2021, Friday, July 2, 2021 and Friday, July 9, 2021. The taskforce co-chairs will provide an update on the taskforce's progress.

STAFF RECOMMENDATION:

Staff recommends continuing the taskforce meetings to work on alternative pathways until the taskforce can create and make their recommendation(s) to the Board's Licensing and Examination Committee for consideration.

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 13: Discussion and Possible Action on Request by Concord Career College – San Bernardino to Increase Enrollment.

Background:

On April 2, 2021, Concorde Career College – San Bernardino Dental Hygiene Educational Program (CCC-SB) submitted a “Report of Major Changes” which included a narrative explanation and supporting documentation for the change. CCC-SB requested the Board to review and approve a permanent increase in the maximum enrollment capacity from 24 students to 32 students for the CCC-SB program beginning with the November 8, 2021 cohort start.

CCC-SB stated: “In our metropolitan and surrounding areas, the need for registered dental hygienists has continued to increase and has been exacerbated by the COVID-19 pandemic. With the downsizing of existing programs and with many dental hygienists choosing not to return to the profession, the situation is likely to worsen.”

CCC-SB began construction in May 2021 to expand the clinical space. The campus will increase the number of patient operatories from 12 to 16 in the dental hygiene clinic to accommodate the increased enrollment. The dental materials lab will be equipped with 32 stations. Additionally, due to the increased enrollment, CCC-SB will add additional faculty and assignment hours in each lab and clinic session.

Staff Recommendation:

Staff recommends to the Board to consider and approve the permanent increase in the maximum enrollment capacity from 24 students to 32 students for the CCC-SB program beginning with the November 8, 2021 cohort start.

Pros: If the Board approves the permanent increase in the maximum enrollment capacity from 24 students to 32 students for the CCC-SB program, the increase in dental hygienists would increase access to care to the metropolitan and surrounding areas of CCC-SB.

Cons: If the Board does not approve the permanent increase in the maximum enrollment capacity from 24 students to 32 students for the CCC-SB program, there may be a decrease in access to care to the metropolitan and surrounding areas of CCC-SB.



April 2, 2021

Adina Pineschi-Petty, DDS
Education, Legislative, and Regulatory Specialist
2005 Evergreen Street, Ste 1350
Sacramento, CA 95815

Dear Dr. Pineschi-Petty,

Concorde Career College – San Bernardino would like to submit a Report of Major Changes for the Board's review at the July meeting. This report requests review for an increase in the maximum enrollment capacity from 24 students to 32 students.

We have included a narrative explanation and supporting documentation for the change.

If additional information is needed, I can be reached at 909.884.8891 extension 361 or via email at SSantucho@Concorde.edu.

Sincerely,

Sabrina Santucho, RDHAP, MHA

Sabrina Santucho, RDHAP, MHA
Dental Hygiene Program Director



Description of the Change:

Permanent Increase in Enrollment: Concorde Career College- San Bernardino is requesting a permanent increase in enrollment of 8 students beginning with the November 8, 2021 start. The program at Concorde Career College – San Bernardino is currently enrolling 24 students every 7-8 months and is asking for an increase of 8 students (32 total) to each cohort starting after November 8, 2021.

Relevant Documentation: Construction will begin May 2021 to expand the clinical space. The campus will increase the number of patient operatories from 12 to 16 in the dental hygiene clinic to accommodate the increased enrollment. The dental materials lab will be equipped with 32 stations.

Exhibit A: Dental Hygiene Clinic

The increased enrollment will require additional faculty and assignment hours in each lab and clinic session. The breakdown of how each lab and clinic class is currently organized and the changes that will occur to accommodate the additional students is described below:

- DHCA 1401 – Dental Radiography Lab is completed in 45 hours during a 10-week term (4.5 hours weekly) and is taught using 4 (radiology) rooms and panoramic radiograph designated for this lab. Currently, the students are split into 2 different lab groups of 12. Three instructors are assigned to each lab session providing a 1:4 student ratio; exceeding the required 1:5 ratio. An additional radiography bay will be added, totaling 2 labs sessions of 16 students each with 4 instructors (1:4 ratio). One additional instructor assignment to 2 sessions a week (90 hours per 10-week term)
- DHCA 1411 - Pre-clinic I lab is completed in 80 hours during a 10- week term. is taught with a 1:5 ratio. With the enrollment increase, we will move from 5 (24 students) to 7 instructors (32 students) in the lab in order to maintain 1:5 ratios. Two additional instructors' assignment (160 hours per 10-week term)
- DHCA 1405 - Pre-clinic II lab is completed in 80 hours during a 10- week term. Pre-clinic II lab is taught with a 1:5 ratio. With the enrollment increase, we will move from 5 (24 students) to 7 instructors (32 students) in the lab in order to maintain 1:5 ratios. Two additional instructors' assignment (160 hours per 10-week term)
- DH104 – Dental Materials lab is completed in 30 hours during a 10- week term. Currently we utilize 3 instructors in the lab session for 24 students, providing a 1:8 student/instructor. To maintain the required 1:10 ratio, an additional instructor will be added to the lab (1:8 ratio). One additional Instructor assignment (30 hours per 10- week term)
- DHCA 2502 – Dental Hygiene II Lab (Pain Control Management) is completed in 80 hours during a 10-week term. Lab taught with a 1:5 ratio. With the enrollment increase, we will move from 5 (24 students) to 7 instructors (32 students) in order to maintain 1:5 ratios. Two additional instructors' assignment (160 hours per 10-week term)
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- DHCA 2503 – Dental Hygiene III lab is completed in 30 hours during a 10- week term. We currently utilize 5 dental hygiene faculty in each lab session of 24 students. With the enrollment increase, we will move from 5 (24 students) to 7 (32 students) in order to maintain 1:5 ratio. Two additional Instructor assignment (60 hours per 10- week term)



- DHCA 2503 – Dental Hygiene III Clinic is completed in 135 hours during a 10- week term. We currently utilize one DDS and 3 dental hygiene faculty in each clinic session of 12 students. With the enrollment increase, 1 additional dental hygiene faculty will be added to each session (4 instructors per 16 students), exceeding the 1:5 standard. One additional Instructor assignment (135 hours per 10- week term)
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Concorde Career College – San Bernardino current curriculum is structured in 9 terms of 10 weeks each. We have rolling starts that occur approximately every 7 months. The first 3 terms consist of general education courses (completed by distance education) and Terms 4 through 9 consist of Dental Hygiene specific courses. To fill the additional 1,205 hours of instructor time per cohort assignment, 2 additional Full-Time instructors will be hired to maintain 1:5 ratio. In addition, we will continue to utilize Sub Clinical/Lab Faculty to maintain the 1:5 ratio as needed.

Exhibit B: Term Calendars with Instructor Assignments

In our metropolitan and surrounding areas, the need for registered dental hygienists has continued to increase and has been exacerbated by the COVID-19 pandemic. With the downsizing of existing programs and with many dental hygienists choosing not to return to the profession, the situation is likely to worsen.

Exhibit C is a third-party market analysis data that justifies the expansion of the program in the current job market. In 2019, there were 330 graduates from the dental hygiene programs in the San Bernardino Metropolitan area. From September 2019-August 2020 there were 812 open positions with an expected growth of over 14.8% in the next 10 years.

Exhibit C: Market Research Data

The Concorde Career College – Dental Hygiene Program will remain financially funded through student tuition. No outside sources of financial support are utilized.

Exhibit D: Proforma Financial Statement



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Education, Legislative, and Regulatory Specialist
2005 Evergreen Street, Ste 1350
Sacramento, CA 95815

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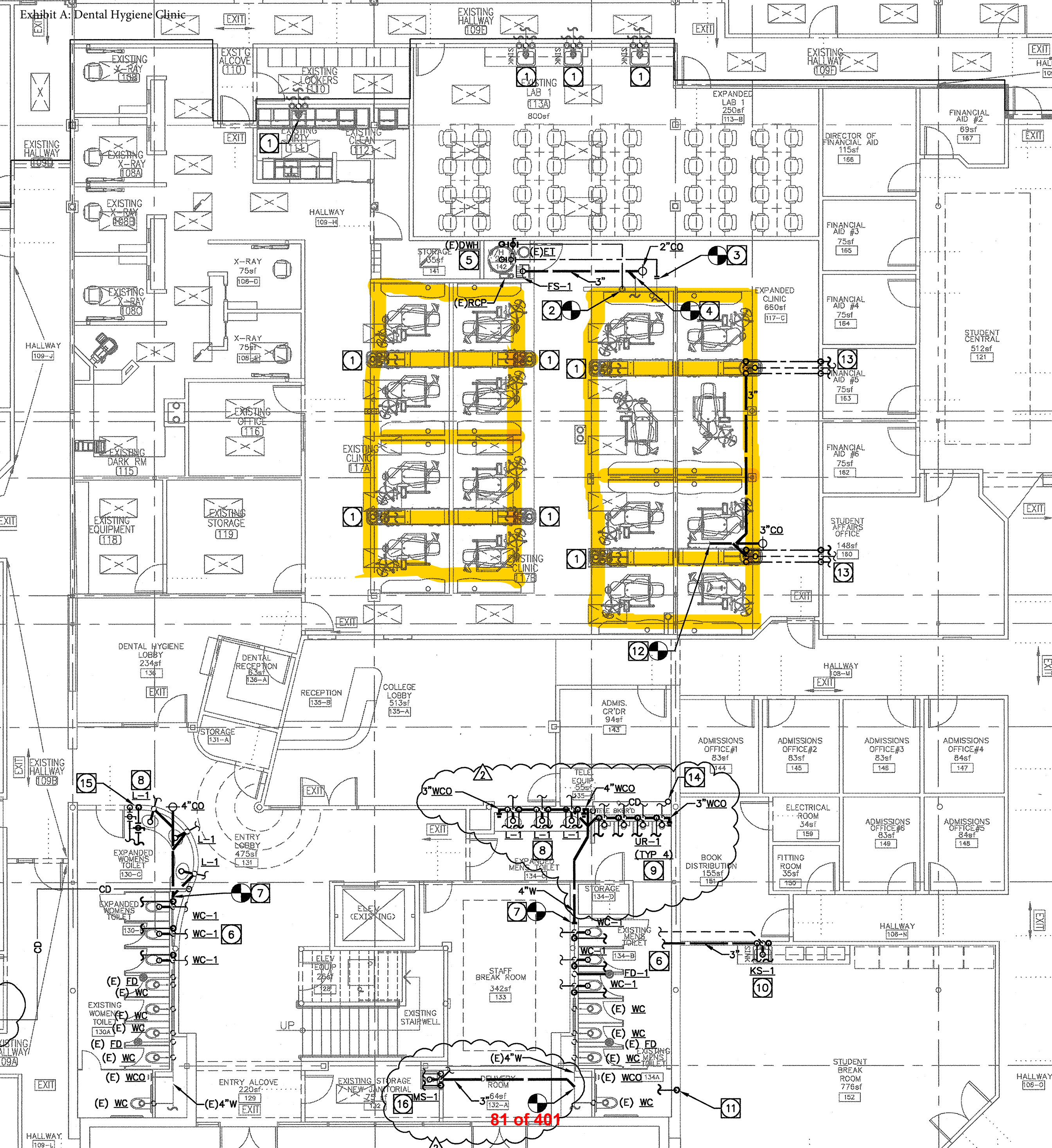
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Concore Career College - Dental Hygiene					
General Education - Term 1					
Hours	Monday	Tuesday	Wednesday	Thursday	Friday
	I	I	I	I	I
	Gen Ed	Gen Ed	Gen Ed	Gen Ed	Gen Ed
7:00					
7:30					
8:00	BIOL1431 Microbiology Lecture 8-12:30 pm Dr. KS Ratio 1:32	Math 1320 Algebra 8-12:30 pm Ratio 1:32 RS	Online Ed	Gen Ed PSYC1310	
8:30			M-F		
9:00					
9:30					
10:00					
10:30					
11:00					
11:30					
12:00					
12:30	Lunch 12:30-1:30 pm				
1:00					
1:30					
2:00	BIOL1431 Microbiology Wet Lab 1:30-4:30 pm Dr. KS Ratio 1:32				
2:30					
3:00					
3:30					
4:00					
4:30					
5:00					

Concorde Career College-Dental Hygiene					
General Education - Term 2					
Hours	Monday	Tuesday	Wednesday	Thursday	Friday
	II	II	II	II	II
	Gen Ed	Gen Ed	Gen Ed	Gen Ed	Gen Ed
7:00					
7:30					
8:00	BIOL1411 Anatomy & Physiology I Lecture 8-12:30 pm Dr. KS Ratio 1:32		Online Ed Gen Ed M-F SOCI 1310		
8:30					
9:00					
9:30					
10:00					
10:30					
11:00					
11:30					
12:00					
12:30					
1:00	Lunch 12:30-1:30 pm				
1:30	BIOL1411 Anatomy & Physiology I Wet Lab 1:30-4:30 pm Dr. KS Ratio 1:32	Lunch 1:30-2:30 pm			
2:00					
2:30					
3:00					
3:30					
4:00					
4:30					
5:00					

Concorde Career College-Dental Hygiene					
General Education - Term 3					
Hours	Monday	Tuesday	Wednesday	Thursday	Friday
	III	III	III	III	III
	Gen Ed	Gen Ed	Gen Ed	Gen Ed	Gen Ed
7:00					
7:30					
8:00	BIOL1421 Anat. & Physio II Lecture 8-12:30 pm Dr. KS Ratio 1:32	CHEM1421 OChem. & Biochem Lecture 8-12:30 pm Dr. SK Ratio 1:32	Online Ed Gen Ed M-F Gen Ed COMM 1310		
8:30					
9:00					
9:30					
10:00					
10:30					
11:00					
11:30					
12:00					
12:30	Lunch 12:30-1:30 pm	Lunch 12:30-1:30 pm			
1:00					
1:30	BIOL1421 Anat. & Physio II Wet Lab 1:30-4:30 pm Dr. KS Ratio 1:32	CHEM1421 OChem & Biochem Wet Lab 1:30-4:30 pm Dr.KS			
2:00					
2:30					
3:00					
3:30					
4:00					
4:30					
5:00					

Concorde Career College-Dental Hygiene

Term 4, 7

Hours	Monday	Monday	Tuesday	Tuesday	Wednesday	Wednesday	Thursday	Thursday	Friday	Friday
	Term VII	IV	Term VII	IV	Term VII	IV	Term VII	IV	Term VII	IV
	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior
7:00			DH224				DH224			
7:30	DHCA 2503 Clinic A 7:00-12:00		Public Health 9 am		DHCA 2503 Clinic B 7:00-12:00		Public Health 7-9:30 am		DHCA 2503 Clinic A 7:00-12:00	
8:00	5 Hours 1.		Hours 2		5 Hours 1.		2.5 Hours		5 Hours 1.	
8:30	Inst. 2.	DHCA1411 Pre-Clini I Lecture	Instructor Ratio 1:32	DHCA 1411 PreClin I Lab 8-12:00 pm	Inst. 2.	DH 110 Embryo & Histology	1 Instructor Ratio 1:32	DHCA 1411 PreClin I Lab 8-12:00 pm	Inst. 2.	
9:00	Inst. 3.	8-11am 3	30 Min	1. Inst.	Inst. 3.			1. Inst.	Inst. 3.	
9:30	Inst. 4.	Hours 1		2. Inst.	Inst. 4.	7:30-12:00 4.5 Hours 1	30 Min	2. Inst.	Inst. 4.	
10:00	Inst 1	Instructor	DHCA 2503 Lecture DH III 9:30-12:30pm	3. Inst.	Inst 1			3. Inst.	Inst 1	
10:30	DDS 16	Ratio 1:32		4. Inst.	DDS 16			4. Inst.	DDS 16	
11:00	Students Ratio 1:4		3 Hours 1	5. Inst 7. Inst students Ratio 1:5	Students Ratio 1:4	Instructor Ratio 1:32	DHCA 2503 DH III Lab 10:00-1:00 pm 3 Hours 7	5. Inst 7. Inst students Ratio 1:5	Students Ratio 1:4	
11:30		Lunch 11-12 pm	Instructor Ratio 1:32				Instructors 32			
12:00	30 Min. Break			Lunch 12-1:00 pm	30 Min. Break	Lunch 12-1:00 pm	Students	Lunch 12-1:00 pm	30 Min. Break	
12:30	DHCA 2503 Clinic B 12:30-5:30		Lunch 12:30-1:30		DHCA 2503 Clinic A 12:30-5:30				DHCA 2503 Clinic B 12:30-5:30	
1:00	5 Hours 1.	DHCA1401 Radiography Lecture 12-4:30pm 4.5 Hours 1	DHCA2301 Pharmacology 1:30-4 pm 2.5 Hours 1 Instructor Ratio 1:32	DHCA 1401 Radiography Lab A 1-5:30pm 4.5 Hours 1. Inst 2. Inst 3. Inst 4. Inst 16 Students Ratio 1:4	5 Hours 1.	DHCA 1203 Dental Ana/Tooth Morph 1:00-4:00 pm 3 Hours 1 Instructor Ratio 1:32	Lunch 2 pm	DHCA 1401 Radiography Lab B 1-5:30pm 4.5 Hours 1. Inst 2. Inst 3. Inst 4. Inst 16 Students Ratio 1:4	5 Hours 1.	
1:30	Inst. 2.				Inst. 2.		DHCA 2301 Pharmacology 4 pm 2 Hours 1		Inst. 2.	
2:00	Inst. 3.				Inst. 3.				Inst. 3.	
2:30	Inst. 4.				Inst. 4.				Inst. 4.	
3:00	Inst 1				Inst 1				Inst 1	
3:30	DDS 16				DDS 16				DDS 16	
4:00	Students Ratio 1:4				Students Ratio 1:4				Students Ratio 1:4	
4:30										
5:00										
5:30										

Concorde Career College-Dental Hygiene										
Term 5, 8										
Hours	Monday	Monday	Tuesday	Tuesday	Wednesday	Wednesday	Thursday	Thursday	Friday	Friday
	Term VIII	Term V	Term VIII	Term V	Term VIII	Term V	Term VIII	Term V	Term VIII	Term V
	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior
7:00										
7:30	DHCA 2604 Clinic B 7:00-12:00				DHCA 2604 Clinic A 7:00-12:00				DHCA 2604 Clinic B 7:00-12:00	
8:00	5 Hours 1.	DHCA1405 Pre-Clinic II	DHCA2604 Lecture	DHCA 1405 PreClin II Lab 8-12:00 pm	5 Hours 1.	DHCA 1208 Head & Neck	DH209 Nutrition	DHCA 1405 PreClin II Lab 8-12:00 pm	5 Hours 1.	
8:30	Inst. 2.	8-	7:30 - 12:00	1. Inst. 2.	Inst. 2.	Anatomy 8:00-	7:00-12:00 5	1. Inst. 2.	Inst. 2.	
9:00	Inst. 3.	Lecture 11:00 am 3	4.5 Hours 1	Inst. 3.	Inst. 3.	12:00 4	Hours 1	Inst. 3.	Inst. 3.	
9:30	Inst. 4.	Hours 1	Instructor Ratio 1:32	Inst. 4.	Inst. 4.	Hours 1	Instructor Ratio 1:32	Inst. 4.	Inst. 4.	
10:00	Inst. 1			Inst. 5.	Inst. 1			Inst. 5.	Inst. 1	
10:30	DDS 16			Inst. 6.	DDS 16			Inst. 6.	DDS 16	
11:00	Students Ratio 1:4	Lunch 11-		Inst. 7.	Students Ratio 1:4			Inst. 7.	Students Ratio 1:4	
11:30		12:00 pm		Inst. 32				Inst. 32		
12:00	30 Min. Break		Lunch 12:00-1:00	students Ratio 1:5	30 Min. Break	Lunch 12:1:00 pm	Lunch 12:00-1:00	students Ratio 1:5	30 Min. Break	
1:00	DHCA2604 Clinic A	DHCA1307 General & Maxillofacial	DHCA2604 - Lab 1-2:30	DH104 Den. Mat. Lecture, 1-2:30 1.5	DHCA 2604 Clinic B 7:00-12:00	DH140 Process of Care 2:30 1.5	DH226 Law & Ethics 4 pm 3		DHCA2604 Clinic A	
1:30	12:30-5:30 5	Pathology 12	1.5 Hours 7	H 1 Instructor Ratio 1:32	5 Hours 1.	Hours 1	Instructor Ratio 1:32		12:30-5:30 5	
2:00	Hours 1.	4:30 pm 4.5	Inst. Ratio 1:5	DH104 Dent. Materials Lab 2:30-5:30 3	Inst. 2.				Hours 1.	
2:30	Inst. 2.	Hours 1		Hours 4	Inst. 3.				Inst. 2.	
3:00	Inst. 3.	Instructor Ratio 1:32		Instructors Ratio 1:8	Inst. 4.				Inst. 3.	
3:30	Inst. 4.				Inst. 1				Inst. 4.	
4:00	Inst. 1				DDS 16				Inst. 1	
4:30	DDS 16				Students Ratio 1:4				DDS 16	
5:00	Students Ratio 1:4								Students Ratio 1:4	

Concorde Career College-Dental Hygiene											
Term 6, 9											
Hours	Monday	Monday	Tuesday	Tuesday	Wednesday	Wednesday	Thursday	Thursday	Friday	Friday	
	Term IX	Term Vi	Term IX	Term Vi	Term IX	Term Vi	Term IX	Term Vi	Term IX	Term Vi	
	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior	
7:00	DHCA 2505 Clinic A 7:00-12:00 5 Hours 1. Inst. 2.			DHCA2502 Clinic A							
7:30											
8:00											
8:30											
9:00											
9:30						30 min Break					
10:00											
10:30											
11:00						30 min Break					
11:30	Instructor Ratio 1:32	1:32	30 min Break								
12:00	30 Min. Break	Lunch 12:1:00 pm	Lunch 12:00-1:00	DHCA2502 DH II Lab	30 Min. Break	Lunch 12:1:00 pm	Lunch 11:30-12:30				
12:30	DHCA 2505 Clinic B 7:00-12:00 5 Hours 1. Inst. 2. Inst 3			Hours 7 Instrucors 1 DDS Ratio 1:5			DH207		Inst 3		
1:00											
1:30											
2:00											
2:30											
3:00											
3:30											30 min Break
4:00											
4:30											
5:00				4:00-8:00 4			4:00-8:00 4				
5:30				Hours 1.			Hours 1.				
6:00				Inst. 3.			Inst. 3.				
6:30				Inst. 4.			Inst. 4.				
7:00				Inst. 1			Inst. 1				
7:30				DDS 16			DDS 16				
				Students Ratio 1:4			Students Ratio 1:4				

Program Overview

Dental Hygiene/Hygienist

Emsi Q4 2020 Data Set

November 2020



5800 Foxridge Drive
Mission, Kansas 66202
509.744.3260

Parameters

Programs:

Code	Description
51.0602	Dental Hygiene/Hygienist

Regions:

Code	Description	Code	Description
6037	Los Angeles County, CA	6065	Riverside County, CA
6059	Orange County, CA	6071	San Bernardino County, CA

Education Level: Any

Tuition Type: Tuition & Fees

Graduate Status: Undergraduate

Residency: In-State

Completions Year: 2019

Jobs Timeframe: 2021 - 2030

Job Postings Timeframe: Sep 2019 - Aug 2020

Program Overview

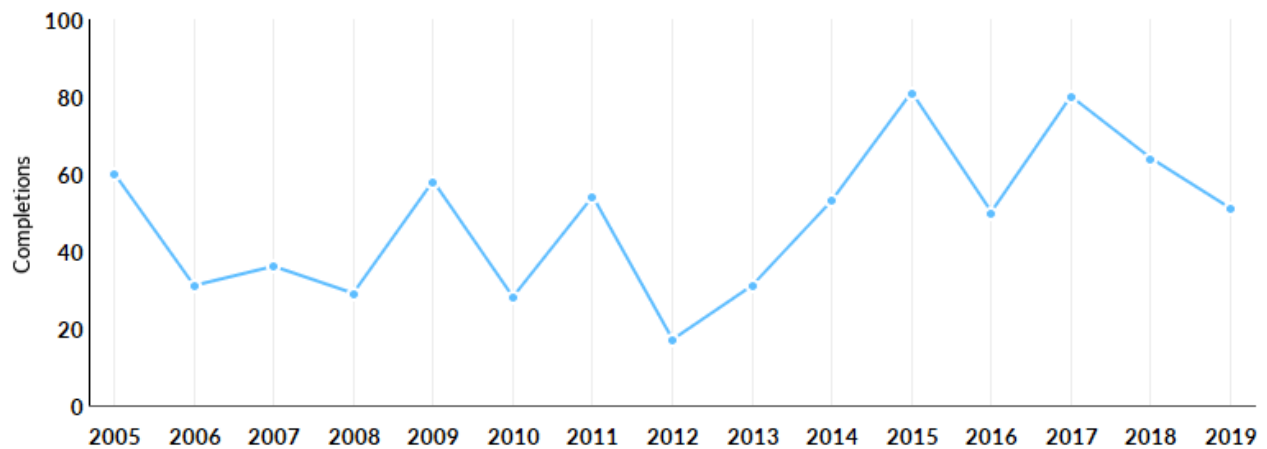


	Completions (2019)	% Completions	Institutions (2019)	% Institutions
● All Programs	330	100%	10	100%
● Distance Offered Programs	0	0%	0	0%
● Non-Distance Offered Programs	330	100%	10	100%

Completions by Institution

Institution	Completions (2019)	Growth % YOY (2019)	Market Share (2019)	IPEDS Tuition & Fees (2019)
West Coast University-Orange County	58	-21.6%	17.6%	\$26,645
West Los Angeles College	49	69.0%	14.8%	\$1,220
Concorde Career College-Garden Grove	47	88.0%	14.2%	N/A
University of Southern California	41	-52.9%	12.4%	\$58,133
Pasadena City College	32	45.5%	9.7%	\$1,168
Loma Linda University	29	-29.3%	8.8%	\$35,180
Concorde Career College-San Bernardino	23	-51.1%	7.0%	N/A
Cerritos College	20	-16.7%	6.1%	\$1,346
Moreno Valley College	17	30.8%	5.2%	\$1,420
Cypress College	14	40.0%	4.2%	\$1,142

San Joaquin Valley College-Visalia | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	60	31	36	29	58	28	54	17	31	53	81	50	80	64	51
Bachelor's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	60	31	36	29	58	28	54	17	31	53	81	50	80	64	51

Note: All completions are recorded under the Visalia, CA campus and encompass completions at the Ontario campus also.

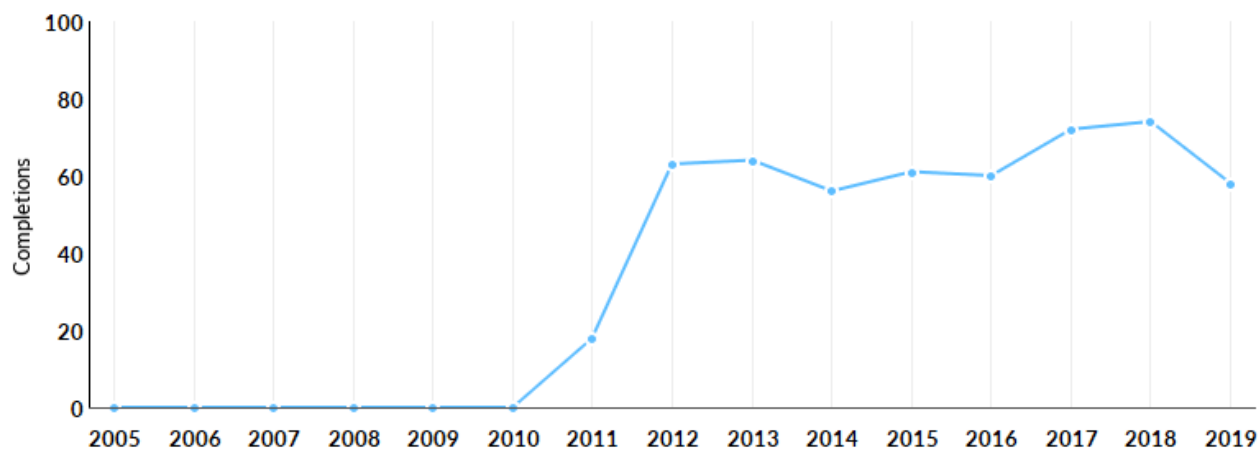
Institution Info

Address: 8344 W Mineral King Ave
Visalia, CA 93291

Website: www.sjvc.edu

Phone: 559-734-9000

West Coast University-Orange County | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bachelor's Degree	0	0	0	0	0	0	18	63	64	56	61	60	72	74	58
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	18	63	64	56	61	60	72	74	58

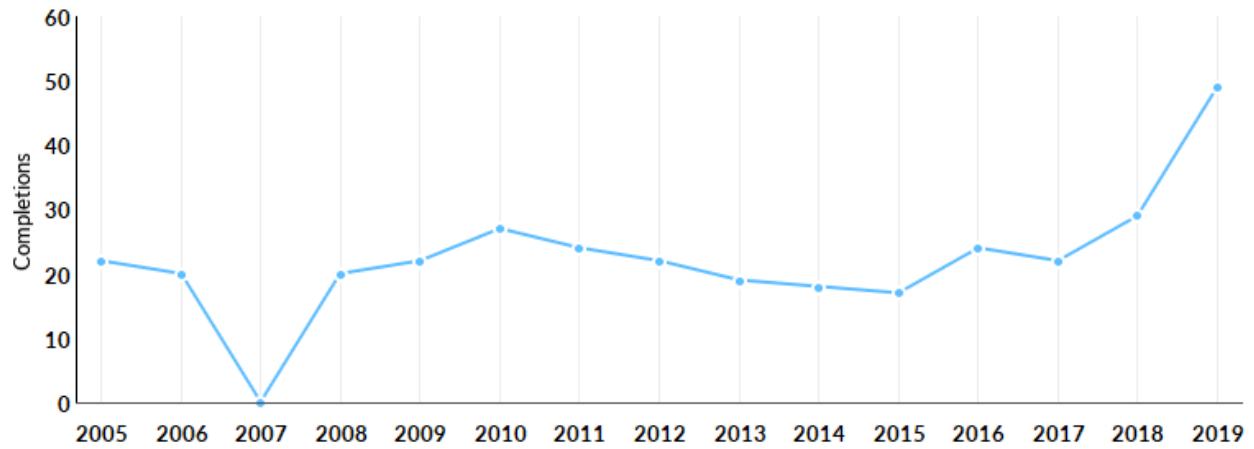
Institution Info

Address: 1477 S Manchester Ave
Anaheim, CA 92802

Website: westcoastuniversity.edu/

Phone: 714-782-1700

West Los Angeles College | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	22	20	0	20	22	27	24	22	19	18	17	24	22	1	1
Bachelor's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	28	48
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	22	20	0	20	22	27	24	22	19	18	17	24	22	29	49

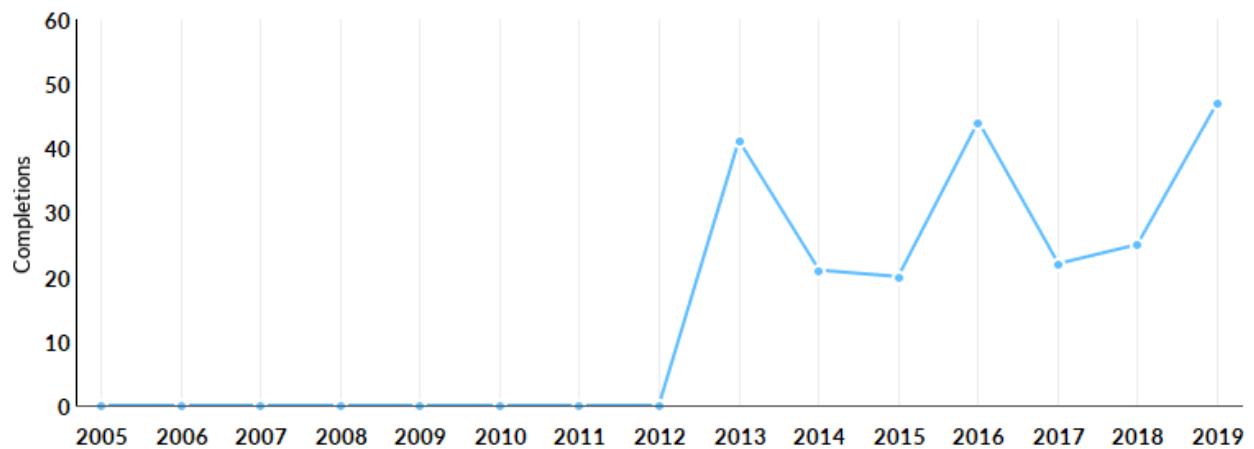
Institution Info

Address: 9000 Overland Avenue
Culver City, CA 90230

Website: www.wlac.edu

Phone: 310-287-4200

Concorde Career College-Garden Grove | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	0	0	0	0	0	0	0	0	41	21	20	44	22	25	47
Bachelor's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	41	21	20	44	22	25	47

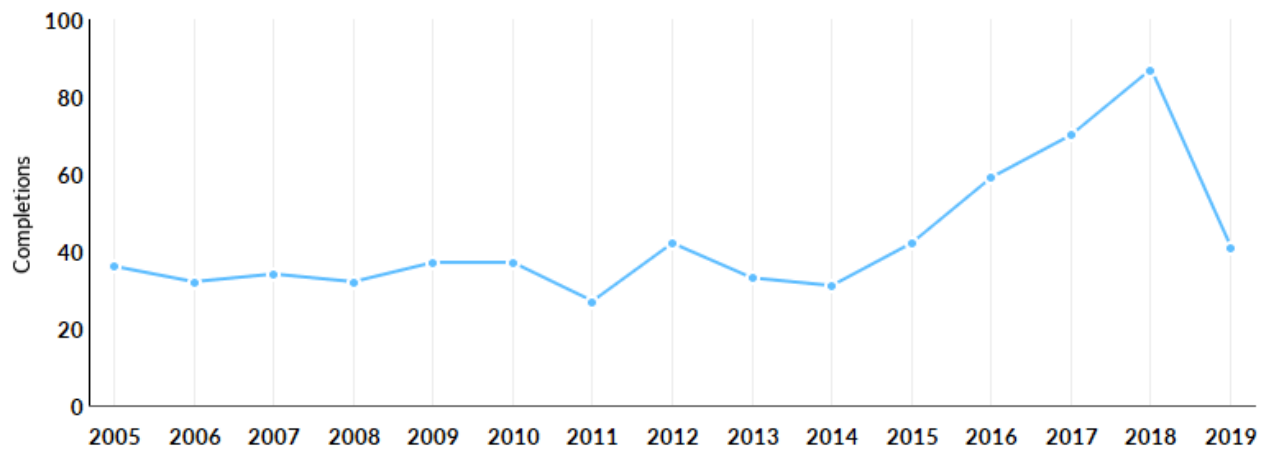
Institution Info

Address: 12951 Euclid Street, Suite 101
Garden Grove, CA 92840

Website: www.concorde.edu

Phone: 714-703-1900

University of Southern California | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bachelor's Degree	36	32	34	32	37	37	27	42	33	31	37	55	68	81	41
Master's Degree	0	0	0	0	0	0	0	0	0	0	5	4	2	6	0
Total	36	32	34	32	37	37	27	42	33	31	42	59	70	87	41

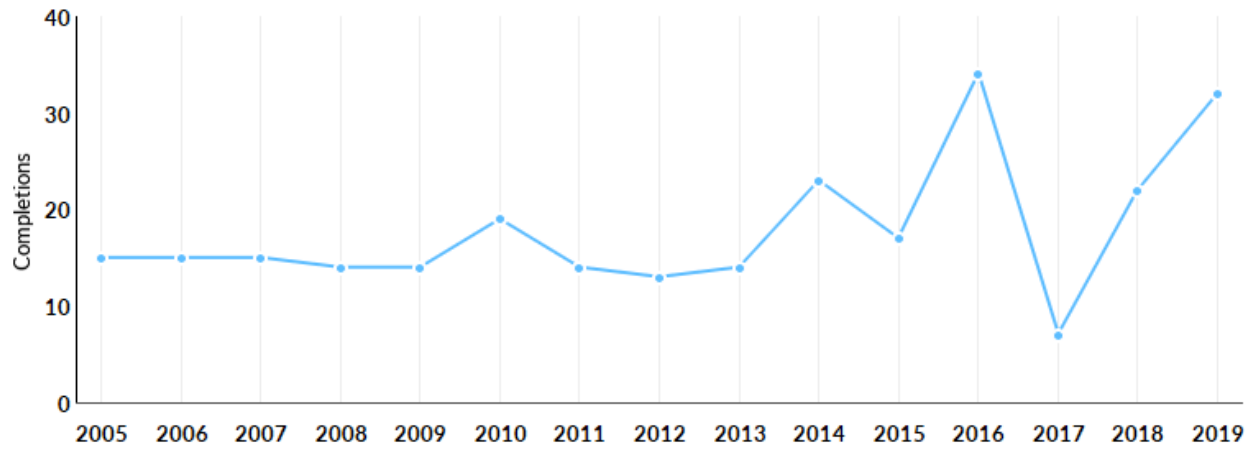
Institution Info

Address: University Park
Los Angeles, CA 90089

Website: www.usc.edu/

Phone: 213-740-2311

Pasadena City College | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	0	0	0	0	0	0	0	0	0	9	5	20	4	11	16
Bachelor's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	15	15	15	14	14	19	14	13	14	23	17	34	7	22	32

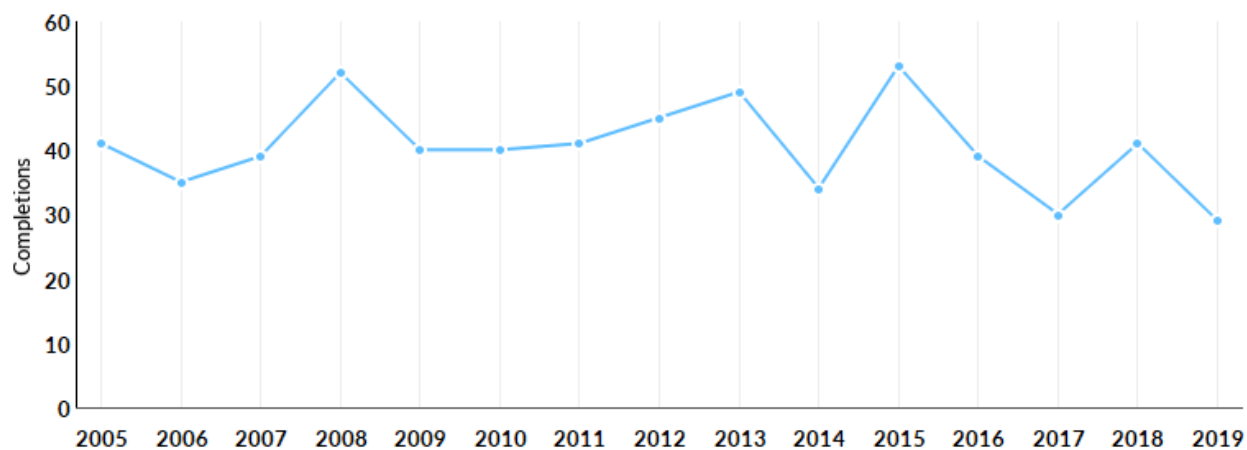
Institution Info

Address: 1570 E Colorado Blvd.
Pasadena, CA 91106

Website: pasadena.edu/

Phone: 626-585-7123

Loma Linda University | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	0	0	0	0	0	0	0	0	8	0	6	10	10	1	0
Bachelor's Degree	41	35	39	52	40	40	41	45	41	34	47	29	20	40	29
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	41	35	39	52	40	40	41	45	49	34	53	39	30	41	29

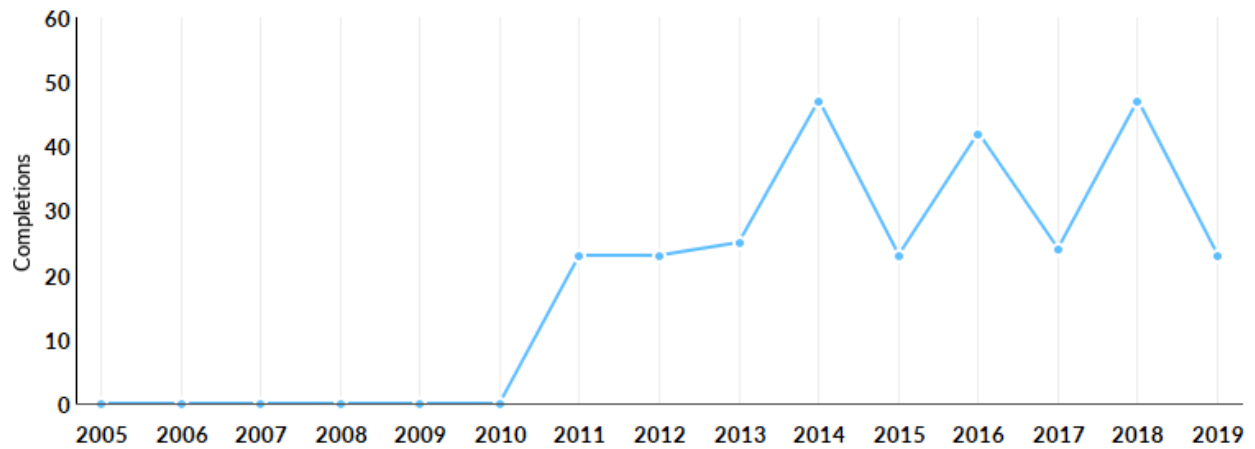
Institution Info

Address: 11139 Anderson Street
Loma Linda, CA 92350

Website: www.llu.edu/index.html

Phone: 909-558-1000

Concorde Career College-San Bernardino | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	0	0	0	0	0	0	23	23	25	47	23	42	24	47	23
Bachelor's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	23	23	25	47	23	42	24	47	23

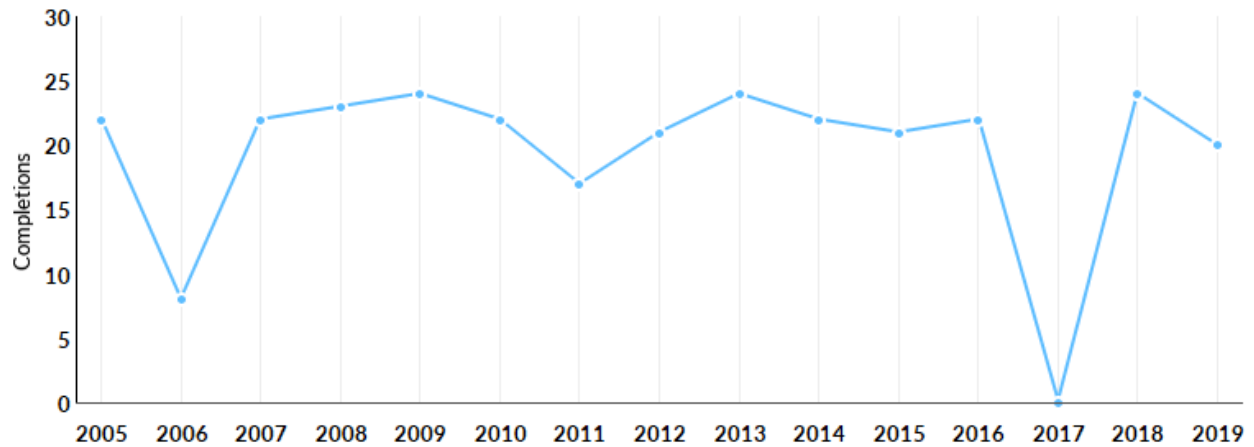
Institution Info

Address: 201 East Airport Drive, Suite A
San Bernardino, CA 92408

Website: www.concorde.edu

Phone: 909-884-8891

Cerritos College | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	22	8	22	23	24	22	17	21	24	22	21	22	0	24	20
Bachelor's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	22	8	22	23	24	22	17	21	24	22	21	22	0	24	20

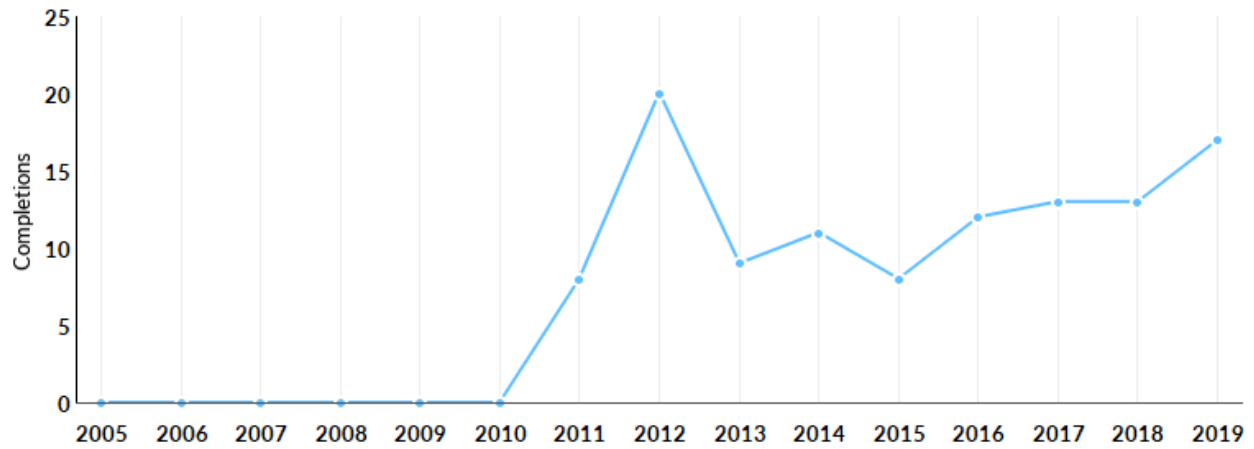
Institution Info

Address: 11110 Alondra Blvd
Norwalk, CA 90650

Website: www.cerritos.edu

Phone: 562-860-2451

Moreno Valley College | Completions in Dental Hygiene/Hygienist (51.0602)



Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	0	0	0	0	0	0	8	20	9	11	8	12	13	13	17
Bachelor's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	8	20	9	11	8	12	13	13	17

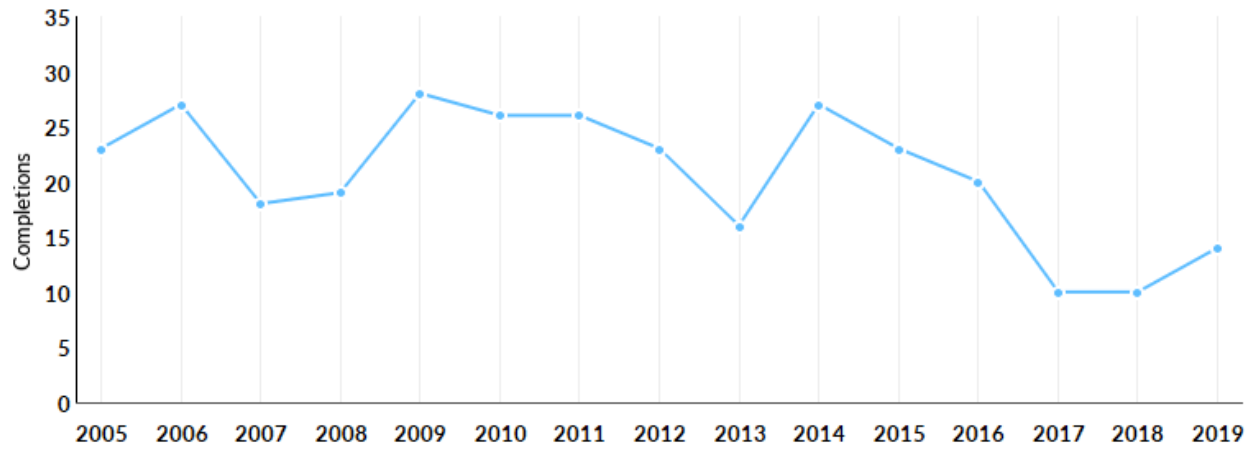
Institution Info

Address: 16130 Lasselle St
Moreno Valley, CA 92551

Website: www.mvc.edu/

Phone: 951-571-6100

Cypress College | Completions in Dental Hygiene/Hygienist (51.0602)

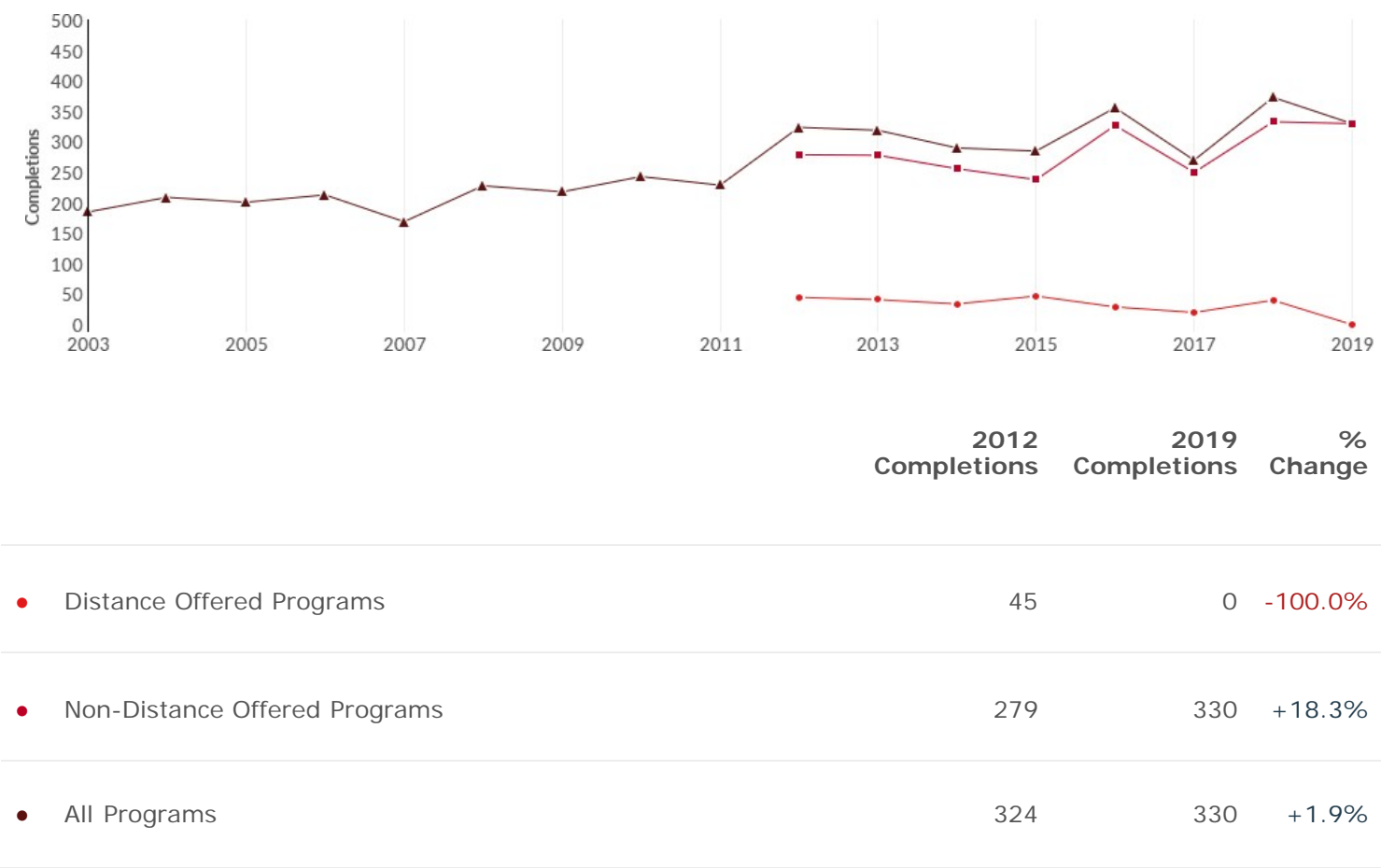


Award Level	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Associate's Degree	8	11	7	7	12	11	12	9	8	13	12	13	10	10	14
Bachelor's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Master's Degree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	23	27	18	19	28	26	26	23	16	27	23	20	10	10	14

Institution Info

Address: 9200 Valley View
 Cypress, CA 90630
Website: www.cypresscollege.edu
Phone: 714-484-7000

Regional Trends



Regional Completions by Award Level



Award Level	Completions (2019)	Percent
<div></div> Award of at least 1 but less than 2 academic years	16	4.8% <div></div>
<div></div> Associate's Degree	138	41.8% <div></div>
<div></div> Bachelor's Degree	176	53.3% <div></div>
Award of less than 1 academic year	0	0.0%
Award of at least 2 but less than 4 academic years	0	0.0%
Postbaccalaureate certificate	0	0.0%
Master's Degree	0	0.0%
Post-masters certificate	0	0.0%
Doctor's Degree	0	0.0%

Similar Programs

3 Programs	1,852 Completions
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CIP Code	Program	Completions (2019)
51.0000	Health Services/Allied Health/Health Sciences, General	1,852
51.0699	Dental Services and Allied Professions, Other	0
51.1101	Pre-Dentistry Studies	0

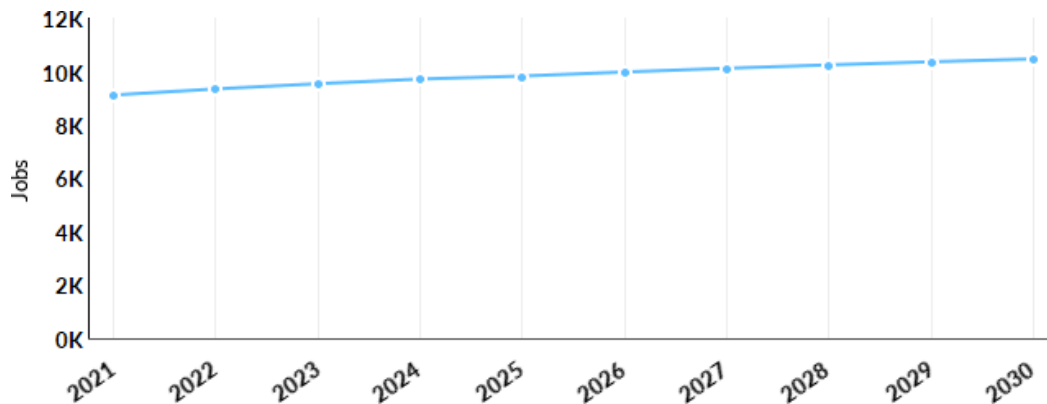
Target Occupations

9,102 Jobs (2021) 26% below National average	+14.8% % Change (2021- 2030) Nation: +9.8%	\$49.62/hr \$103.2K/yr Median Earnings Nation: \$36.66/hr; \$76.3K/yr	806 Annual Openings
--	---	---	------------------------


Occupation	2021 Job	Annual Openings	Median Earnings	Growth (2021 - 2030)	Location Quotient (2021)
Dental Hygienists	9,102	806	\$49.62/hr	+14.83%	0.74

Growth for Dental Hygienists (29-1292)

9,102 2021 Jobs	10,452 2030 Jobs	1,350 Change (2021-2030)	14.8% % Change (2021-2030)
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Job Postings Summary

812 Unique Postings 2,260 Total Postings	3 : 1 Posting Intensity  Regional Average: 5 : 1	23 days Median Posting Duration Regional Average: 33 days
--	--	---

There were **2,260** total job postings for your selection from September 2019 to August 2020, of which **812** were unique. These numbers give us a Posting Intensity of **3-to-1**, meaning that for every 3 postings there is 1 unique job posting.

This is lower than the Posting Intensity for all other occupations and companies in the region (5-to-1), indicating that they may not be trying as hard to hire for this position.

Job Postings vs. Hires

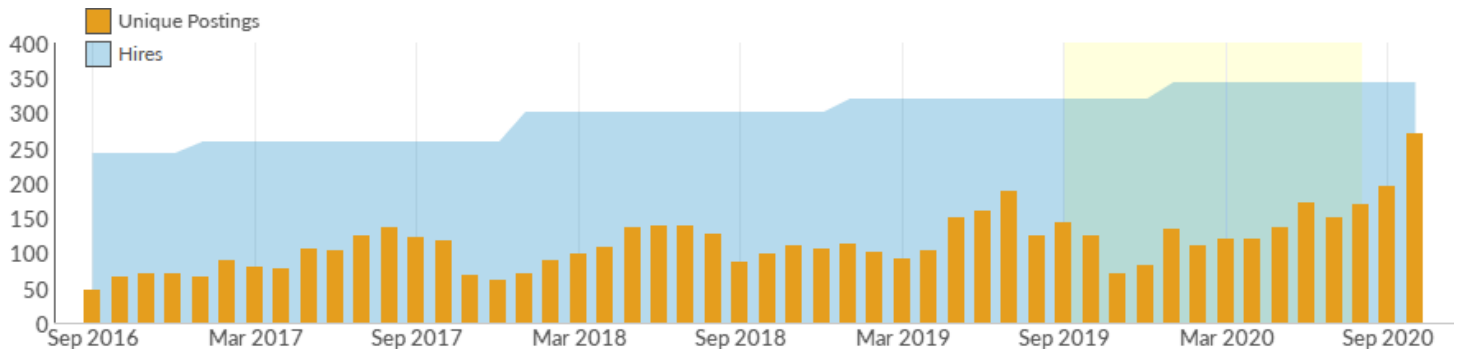
128

Avg. Monthly Postings (Sep 2019 - Aug 2020)

336

Avg. Monthly Hires (Sep 2019 - Aug 2020)

In an average month, there were **128** active job postings for Dental Hygienists, and **336** actually hired. This means there were approximately 3 hires for Dental Hygienists for every 1 unique job posting.



Occupation	Avg Monthly Postings (Sep 2019 - Aug 2020)	Avg Monthly Hires (Sep 2019 - Aug 2020)
Dental Hygienists	128	336

Top Companies Posting

Company Aug	Total/Unique (Sep 2019 - 2020)	Posting Intensity	Median Posting Duration
Western Dental Services, Inc.	366 / 111	3 : 1	49 days
Pacific Dental Services, Inc.	285 / 87	3 : 1	28 days
Gentle Dental Inc	288 / 29	10 : 1	68 days
Smile Brands Inc.	90 / 27	3 : 1	20 days
West Coast Dental, Inc.	67 / 13	5 : 1	30 days
Interdent Service Corporation	122 / 11	11 : 1	50 days
Princess Dental Staffing	16 / 11	1 : 1	5 days
P D S Inc	11 / 8	1 : 1	34 days
Aspen Dental Management, Inc.	21 / 6	4 : 1	6 days
Vista Community Clinic	9 / 6	2 : 1	18 days

Top Posted Job Titles

Job Title Aug	Total/Unique (Sep 2019 - 2020)	Posting Intensity	Median Posting Duration
Dental Hygienists	726 / 337	2 : 1	17 days
Registered Dental Hygienists	832 / 334	2 : 1	23 days
Hygienists	603 / 90	7 : 1	45 days
Dental Hygienists and Dental Assistant	49 / 26	2 : 1	27 days
Hygiene Coordinators	14 / 7	2 : 1	29 days
Call Time Managers	2 / 2	1 : 1	4 days
Dental Assistants/Hygienists	2 / 2	1 : 1	5 days
Dental Hygienists and Office Manager	15 / 2	8 : 1	11 days
Ays Agents	1 / 1	1 : 1	20 days
Dental Nurses	3 / 1	3 : 1	22 days

Appendix A - Data Sources and Calculations

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates also affected by county-level Emsi earnings by industry.

Emsi Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

State Data Sources

This report uses state data from the following agencies: California Labor Market Information Department

Proforma Financial Statement

Dental Hygiene

San Bernardino

Cohort Increase November 2021

	FY 2021	FY 2022	FY 2023
Beginning	42	80	55
Starts(#)	64	32	64
Grads	20	47	27
Attrition %	1.0%	1.0%	1.0%
Ending	80	55	83
Tuition	2,946,720	3,455,306	3,213,813
Textbooks and Supplies	147,200	73,600	147,200
Uniforms	19,200	9,600	19,200
Health Screens	12,800	6,400	12,800
Interest from Student Notes			
Total Revenue	3,125,920	3,544,906	3,393,013
Faculty Payroll	926,875	1,085,250	1,125,338
Materials and Supplies	80,000	86,000	94,000
Textbooks & Uniforms	108,160	54,080	108,160
Health Screens	12,800	6,400	12,800
Student Costs (Testing)	12,000	28,200	16,200
Direct Cost	1,139,835	1,259,930	1,356,498
CM\$	1,986,085	2,284,976	2,036,516
CM%	64%	64%	60%
Payroll	-	-	-
Total Occupancy	-	-	-
Total Advertising	-	-	-
Total General & Admin	89,200	79,600	89,200
Provision for Bad Debt	58,934	69,106	64,276
Indirect Cost*	148,134	148,706	153,476
Campus EBITDA	1,837,951	2,136,270	1,883,039
Capital Expenditures			
Construction	150,000	-	-
Equipment Purchases	125,000	-	-
Total	275,000	-	-



Commission on Dental Accreditation

Via Email Transmission: twest@concorde.edu

March 2, 2021

Dr. Tracy West
Campus President
Concorde Career College
201 E. Airport Drive
San Bernardino, CA 92408

RE: Concorde Career College-San Bernardino, San Bernardino, California
Dental Hygiene Program
Status: Approval without Reporting Requirements

Dear Dr. West,

At its February 11, 2021 meeting, the Commission on Dental Accreditation (CODA) granted the dental hygiene program the accreditation status of “approval without reporting requirements”. The definitions of accreditation classifications are linked below. Below is a summary of actions and additional information.

Dental Hygiene Program Request for Enrollment Increase

At its February 11, 2021 meeting, the Commission on Dental Accreditation (CODA) considered a request for a permanent increase in enrollment of 32 students per year, effective November 8, 2021 for the dental hygiene education program. The program enrolls students every seven (7) to eight (8) months and is requesting an increase of eight (8) students per cohort for a total of 32 students, beginning November 8, 2021.

In doing so the Commission considered correspondence dated November 25, 2020 which indicated that the request was due to an increase in demand for dental hygienists in the metropolitan and surrounding areas. After careful review of all pertinent information, the Commission adopted a resolution approving the program’s request and maintaining the program’s accreditation status of “approval without reporting requirements.”

General Information

All institutions offering programs accredited by the Commission are expected to adhere to deadlines for requests for program information. If an institution fails to comply with the Commission's request, or a prescribed deadline, it will be assumed that the institution no longer wishes to participate in the accreditation program. In this event, the Commission will immediately notify the chief executive officer of the institution of its intent to withdraw the accreditation of the program(s) at its next scheduled meeting.

Institutions/Programs are expected to follow Commission policy and procedure on privacy and data security related to compliance with the Health Insurance Portability and Accountability Act (HIPAA). The Commission's statement on HIPAA, as well as the Privacy and Data Security Summary for Institutions/Programs (PDF), are found in the Policies/Guidelines section of the Commission's website at <http://www.ada.org/en/coda/policies-and-guidelines/hipaa/>. Programs that fail to comply with CODA's policy will be assessed an administrative fee of \$4000.

The Commission expects institutions to keep the Commission informed as soon as possible of anticipated changes in any approved educational program offered, particularly in the areas of administration, enrollment, faculty, facilities and curriculum. The Commission's policy and guidelines for reporting program changes are linked below. Guidelines for specific program changes, including reporting enrollment changes, adding sites where educational activity occurs, and developing a teach-out report are found on the Commission's website.

The Commission has authorized use of the following statement by institutions or programs that wish to announce their programmatic accreditation by the Commission. Programs that wish to advertise the specific programmatic accreditation status granted by the Commission may include that information as indicated in italics below (see text inside square brackets); that portion of the statement is optional but, if used, must be complete and current.

The program in dental hygiene is accredited by the Commission on Dental Accreditation *[and has been granted the accreditation status of "approval without reporting requirements"]*. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. The Commission's web address is: <http://www.ada.org/en/coda>.

The staff of the Commission on Dental Accreditation is available for consultation to all educational programs which fall within the Commission's accreditation purview. Educational institutions sponsoring dental education programs are encouraged to obtain such staff counsel and guidance by written or telephone request. Consultation is provided on request prior to, as well as subsequent to, the Commission's granting accreditation to specific programs. The Commission expects to be reimbursed if substantial costs are incurred.

If this office can be of any assistance to you or members of your staff, please contact me at 312-440-4660 or by e-mail, at smithmi@ada.org.

Dr. Tracy West
March 2, 2021
page 3

Sincerely,



Michelle Smith, RDH, MS
Manager, Allied Dental Education
Commission on Dental Accreditation

MS/ds

Web Links [CODA Accreditation Status Definitions](#)
[Guidelines for Reporting Program Changes in Accredited Programs](#)
[Electronic Submission Guidelines for General Correspondence](#)

cc: Dr. Kimberly Bradshaw, academic dean, Concorde Career College San Bernardino,
kbradshaw@concorde.edu
Ms. Sabrina Santucho, program director, Dental Hygiene Program, Concorde Career
College San Bernardino, ssantucho@concorde.edu
Mr. Herman Bounds, Jr., director, Accreditation Division, U.S. Department of
Education (via CODA website)
State Boards of Dentistry (via CODA website)
Institutional Accreditors (via CODA website)
Dr. Jeffery Hicks, chair, CODA
Dr. Sherin Took, director, CODA

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 14: Discussion and Possible Action on Request by Concord Career College – Garden Grove to Increase Enrollment.

Background:

On June 1, 2021, Concorde Career College – Garden Grove Dental Hygiene Educational Program (CCC-GG) submitted a “Report of Major Changes” which included a narrative explanation and supporting documentation for the change. CCC-GG requested the Board to review and approve a permanent increase in the maximum enrollment capacity from 24 students to 34 students for the CCC-GG program beginning with the November 1, 2021 cohort start.

CCC-GG stated: “In our metropolitan and surrounding areas, the need for registered dental hygienists has continued to increase and has been exacerbated by the COVID-19 pandemic. With the closure or downsizing of existing programs and with many dental hygienists choosing not to return to the profession, the situation is likely to worsen.”

CCC-GG will begin construction in November 2021 to expand the clinical space. The campus will increase the number of patient operatories from 12 to 17 and add an additional radiology bay in the dental hygiene clinic to accommodate the increased enrollment. The dental materials lab will be equipped with 34 stations. Construction will end by February 1, 2022 prior to the November 2021 cohort clinic and dental hygiene lab start in July 2022. Additionally, due to the increased enrollment, CCC-SB will add additional faculty and assignment hours in each lab and clinic session.

Staff Recommendation:

Staff recommends to the Board to consider and approve the permanent increase in the maximum enrollment capacity from 24 students to 34 students for the CCC-GG program beginning with the November 8, 2021 cohort start.

Pros: If the Board approves the permanent increase in the maximum enrollment capacity from 24 students to 34 students for the CCC-GG program, the increase in dental hygienists would increase access to care to the metropolitan and surrounding areas of CCC-GG.

Cons: If the Board does not approve the permanent increase in the maximum enrollment capacity from 24 students to 34 students for the CCC-GG program, there may be a decrease in access to care to the metropolitan and surrounding areas of CCC-GG.



**Report of Major Changes
Increase in Maximum Enrollment Capacity**

Concorde Career College, Garden Grove
Dental Hygiene Program
12951 Euclid Street, Suite 101
Garden Grove, CA 92840

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Arezou Goshtasbi, DDS
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June 1, 2021

Adina Pineschi-Petty, DDS
Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California
2005 Evergreen Street, Ste 2050
Sacramento, CA 95815

Dear Dr. Petty,

Concorde Career College - Garden Grove would like to submit a request of Major changes for the Board's review. This report requests review for an increase in the maximum enrollment capacity.

We have included a narrative explanation and supporting documentation for each change as directed in the Policy and Procedures for reporting a major program change.

If you require additional information, please contact me at 714-620-1039 or via my email at AGoshtasbi@concorde.edu.

Sincerely,

Arezou Goshtasbi, DDS
Dental Hygiene Program Director



Description of the Change:

Permanent Increase in Enrollment: Concorde Career College- Garden Grove is requesting a permanent increase in enrollment of 10 students beginning with the November 2021 start. The program at Concorde Career College – Garden Grove is currently enrolling 24 students every 7-8 months and is asking for an increase of 10 students (34 total) to each cohort starting after November 1, 2021.

Relevant Documentation: Construction is scheduled to begin on November 1, 2021 to expand the clinical and Dental Materials Lab spaces. The campus will increase the number of operatories from 12 to 17 in the dental hygiene clinic to accommodate the increased enrollment. The dental hygiene lab will increase in size and will be equipped with 34 stations. Construction will end by February 1, 2022 prior to the November 2021 cohort clinic and dental hygiene lab start in July 2022.

Exhibit A: Dental Hygiene Clinic and Dental Hygiene Lab Blueprint

The increased enrollment will require additional faculty and assignment hours in each lab and clinic session. The breakdown of how each lab and clinic class is currently organized and the changes that will occur to accommodate the additional students is described below:

- **DHCA 1401 – Dental Radiography lab** is completed in 45 hours during a 10-week term (4.5 hours weekly) and is taught using 4 radiography bay rooms designated for this lab. Currently, the students are divided into 2 different lab groups of 12. Three faculty are assigned to each lab session providing a 1:4 faculty to student ratio; exceeding the required 1:5 ratio. With the additional 10 students the 2 labs will have 17 students with 4 instructors, which maintains the 1:5 ratio. This will add two additional 4.5 hours of instructor assignment time per week (90 hours per 10-week term).
- **DHCA1411 - Pre-clinic I lab** is completed in 80 hours during a 10-week term. It is taught utilizing 5 faculty with a 1:5 ratio. With the enrollment increase, we will move from 5 (24 students) to 7 faculty (34 students) in the lab to maintain the 1:5 ratios. This will add two additional instructor assignments of 8 hours per week (160 hours per 10-week term).
- **DHCA1405 - Pre-clinic II lab** is completed in 80 hours during a 10-week term. Pre-clinic II lab is taught with a 5:1 ratio. With the enrollment increase, we will move from 5 (24 students) to 7 faculty (34 students) in the lab to maintain the 1:5 ratios. This will add two instructor assignments of 8 hours per week (160 hours per 10-week term).
- **DH104 – Dental Materials lab** is completed in 30 hours during a 10-week term. Currently we utilize 3 instructors in the lab session for 24 students, providing a 1:8 faculty/student ratio. To maintain the required 1:10 ratio, an additional instructor will be added to the lab for a 1:9 ratio. This will add one instructor assignment of 3 hours per week hours (30hours per 10-week term).



- **DHCA2502 – Dental Hygiene II Lab** (Anesthesia/ Pain Management) is completed in 80 hours during a 10-week term with a 1:5 ratio. We currently utilize one DDS and 3 dental hygiene faculty in each clinic session of 12 students. With the increase, 1 additional dental hygiene faculty will be added to each session (4 instructors per 17 students), maintaining the 1:5 standard. This will increase the instructor assignment by 16 hours weekly (160 hours per 10-week term).
- **DHCA2502 – Dental Hygiene II Clinic** is completed in 80 hours for Clinic A and Clinic B, each in a 10-week term. We currently utilize one dentist and 3 dental hygienist faculty in each clinic session of 12 students. With the enrollment increase, one additional hygienist faculty will be added to each clinic session making it 4 dental hygienist faculty for 17 students with a 1:5 ratio. This will increase the instructor assignment by 16 hours weekly (160 hours per 10-week term).
- **DHCA2503 – Dental Hygiene III lab** is completed in 30 hours during a 10-week term. We currently have 5 faculty in each lab session of 24 students. With the enrollment increase, we will move from 5 (24 students) faculty to 7 (34students) in order to maintain the 1:5 ratio. This will increase the instructor assignment by 6 hours weekly (60 hours per a 10-week term).
- **DHCA2503 – Dental Hygiene III clinic** is completed in 135 hours for Clinics A and Clinic B, each during a 10-week term. We currently utilize one DDS and 3 dental hygiene faculty in each clinic session of 12 students. With the enrollment increase, 1 additional dental hygiene faculty will be added to each session (4 instructors per 17 students), which maintains the required 1:5 standard. This will increase the instructor assignment by 27 hours weekly (270 hours per a 10-week term).
- **DHCA2604 – Dental Hygiene IV lab** is completed in 15 hours in a 10-week term. We currently utilize 5 dental instructors in a 24-student lab with a 1:5 ratio. With the increase in enrollment, we will move from 5 faculty to 7 faculty to maintain the 1:5 ratio. This will increase the instructor assignment by 3 hours per week (30 hours per a 10-week term).
- **DHCA2604 – Dental Hygiene IV Clinic** is completed in 150 hours for Clinic A and Clinic B, each in a 10-week term. We currently utilize one DDS and 3 dental hygiene faculty in each clinic session of 12 students. With the enrollment increase, 1 additional dental hygiene faculty will be added to each session (4 instructors per 17 students), maintaining the 1:5 standard. This will increase the instructor assignment by 30 hours weekly (300 hours per a 10-week term).
- **DHCA2505 – Dental Hygiene V Clinic** is completed in 150 hours for Clinic A and Clinic B, each in a 10-week term. We currently utilize one DDS and 3 dental hygiene faculty in each clinic session of 12 students. With the enrollment increase, 1 additional dental hygiene faculty will be



added to each session (4 instructors per 17 students), maintaining the 1:5 standard. This will increase the instructor assignment by 30 hours weekly (300 hours per 10-week term).

Concorde Career College – Garden Grove’s curriculum is structured in 9 terms of 10-week sessions. We have rolling starts that occur approximately every 7 months. The first 3 terms of the program consist of General Education courses that are mostly completed via online distance education venue. Terms 4 through 9 consist of the Dental Hygiene courses.

To fill the additional 1,720 hours of instructor time per cohort assignment, 2 additional Full-Time instructors or equivalent to it will be hired to maintain 1:5 ratio. In addition, we will continue to utilize Part-Time Clinical/Lab Faculty to maintain the 1:5 ratio as needed.

Exhibit B: Term Calendars with Instructor Assignments

In our metropolitan and surrounding areas, the need for registered dental hygienists has continued to increase and has been exacerbated by the COVID-19 pandemic. With the closure or downsizing of existing programs and with many dental hygienists choosing not to return to the profession, the situation is likely to worsen.

Exhibit C is a third-party market analysis data by EMSI that justifies the expansion of the program in the current job market. In 2019 there were 261 graduates from the dental hygiene programs in this area. Workforce estimated job openings for the area is 352 per year through 2030 (based on new job creation and replacement of those who retire or leave the profession/area). Current graduates do not meet the projected employment needs. There are currently 5,204 hygienists working in the area, which is 41% lower than you would expect to see based on the population of the market.

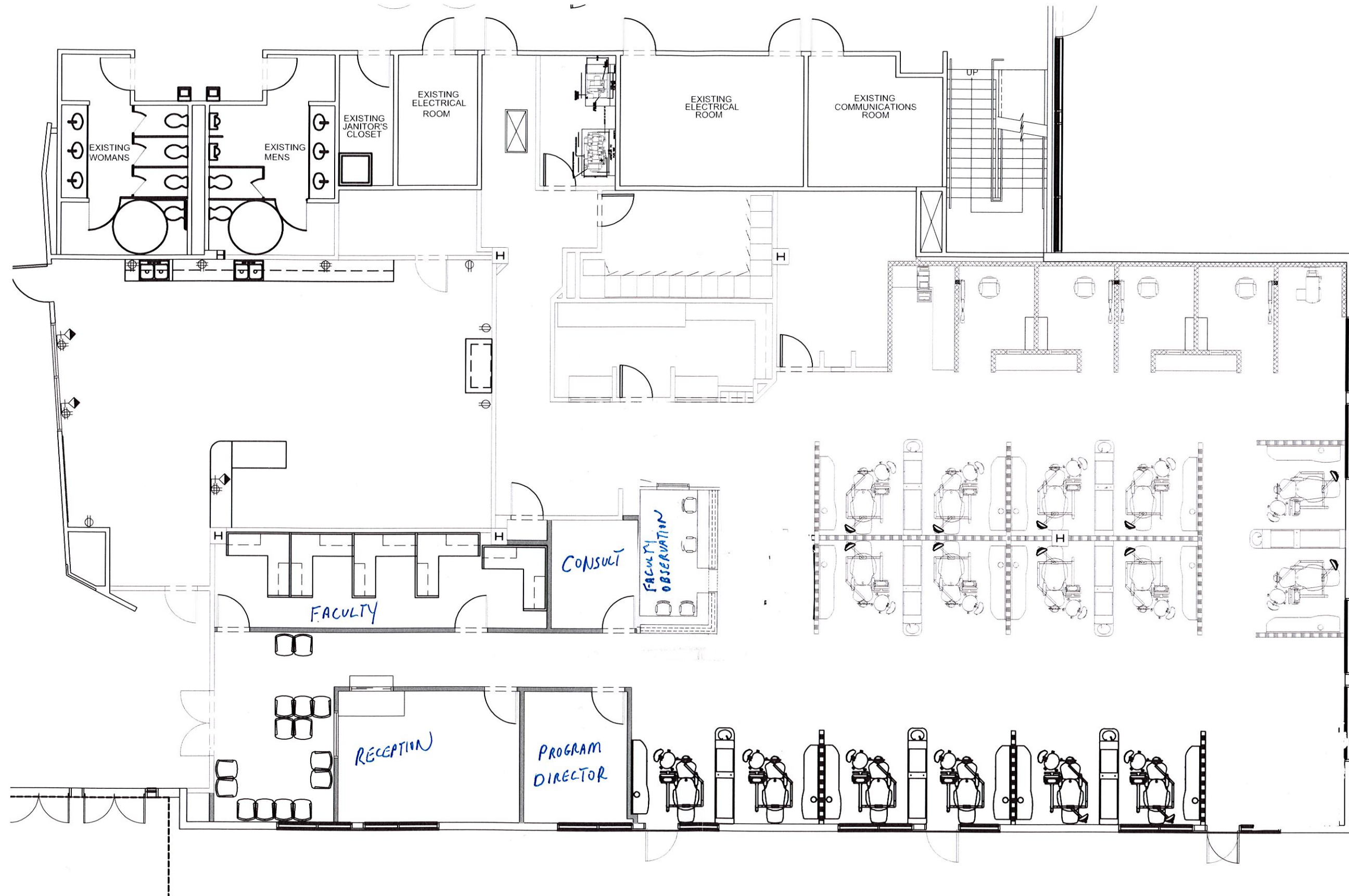
Exhibit C: Market Research

Program Advisory Committee supported the expansion of the program.

Exhibit D: PAC Meeting Minutes

The Concorde Career College – Dental Hygiene Program will remain financially funded through student tuition. No outside sources of financial support are utilized.

Exhibit E: Proforma Financial Statement



Concorde Career College-Dental Hygiene

General Educaiton Term 1

Hour	Monday Term 1	Tue Term 1	Wed Term 1	Thur Term 1	Friday Term 1	Hour
7:00						7:00
7:30						7:30
8:00		BIOL 1431 Microbiology Lecture 8-12:30-pm 4.5 hours Instructor 1 Ratio 1:34	MATH 1320 Algebra Lecture 4.5 hours Instructor 1 Ratio 1:34 ONLINE	PSYC 1310 Lecture 4.5 hours Instructor 1 Ratio 1:34 ONLINE		8:00
8:30						8:30
9:00						9:00
9:30						9:30
10:00						10:00
10:30						10:30
11:00						11:00
11:30						11:30
12:00						12:00
12:30						12:30
1:00						1:00
1:30		BIOL 1431 Microbiology Wet Lab 1:30-4:30-pm 3 hours Instructor 1 Ratio 1:34				1:30
2:00						2:00
2:30						2:30
3:00						3:00
3:30						3:30
4:00						4:00
4:30						4:30
5:00						5:00

Concorde Career College-Dental Hygiene

General Educaiton Term 2

Hour	Monday Term 2	Tue Term 2	Wed Term 2	Thur Term 2	Friday Term 2	Hour
7:00						7:00
7:30						7:30
8:00		BIOL 1411 Anatomy & Physiology I Lecture 8-12:30-pm 4.5 hours Instructor 1 Ratio 1:34	SOCI 1310 Lecture Instructor 1 Ratio 1:34 ONLINE	CHEM 1411 General & Inorganic Chemistry Lecture 8-12:30-pm 4.5 hours Instructor 1 Ratio 1:34		8:00
8:30						8:30
9:00						9:00
9:30						9:30
10:00						10:00
10:30						10:30
11:00						11:00
11:30						11:30
12:00						12:00
12:30						12:30
1:00						1:00
1:30		BIOL 1411 Anatomy & Physiology I Wet Lab 1:30-4:30-pm 3 hours Instructor 1 Ratio 1:34		CHEM 1411 General & Inorganic Chemistry Wet Lab 1:30- 4:30-pm 3 hours Instructor 1 Ratio 1:34		1:30
2:00						2:00
2:30						2:30
3:00						3:00
3:30						3:30
4:00						4:00
4:30						4:30
5:00						5:00

Concorde Career College-Dental Hygiene

General Educaiton Term 3

Hour	Monday Term 3	Tue Term 3	Wed Term 3	Thur Term 3	Friday Term 3	Hour
7:00						7:00
7:30						7:30
8:00		BIOL 1421 Anatomy & Physiology II Lecture 8-12:30-pm 4.5 hours Instructor 1 Ratio 1:34	COMM 1310 Lecture Instructor 1 Ratio 1:34 ONLINE	CHEM 1421 Organic Chemistry & Biochemistry Lecture 8-12:30-pm 4.5 hours Instructor 1 Ratio 1:34		8:00
8:30						8:30
9:00						9:00
9:30						9:30
10:00						10:00
10:30						10:30
11:00						11:00
11:30						11:30
12:00						12:00
12:30						12:30
1:00						1:00
1:30		BIOL 1421 Anatomy & Physiology II Wet Lab 1:30-4:30-pm 3 hours Instructor 1 Ratio 1:34		CHEM 1421 Organic Chemistry & Biochemistry Wet Lab 1:30- 4:30-pm 3 hours Instructor 1 Ratio 1:34		1:30
2:00						2:00
2:30						2:30
3:00						3:00
3:30						3:30
4:00						4:00
4:30						4:30
5:00						5:00

Concorde Career College-Dental Hygiene
Term 4, 7

Hour	Monday		Tue		Wed		Thur		Friday		Hour
	Term 7	Term 4	Term 7	Term 4	Term 7	Term 4	Term 7	Term 4	Term 7	Term 4	
	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior	
7:00											7:00
7:30	DHCA 2503 Dent Hyg III		DHCA 2503 Dent Hyg III		DHCA 2503 Dent Hyg III			DH CA1401 LAB A		DH CA1401 LAB A	7:30
8:00	Clinic A/B 7:30-1:30 6 Hours	DHCA1401 Radiography Lecture 8-12:30pm	Clinic A 7:30-1:30 6 Hours		Clinic B 7:30-1:30 6 Hours		DH 224 PUBLIC HEALTH Lecture 8-11 am 3 Hours Instructor 1 Ratio 1:34	Radiography 7:30- 12:00 4.5 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Students 17 Ratio 1:5	DH 224 PUBLIC HEALTH 8-9:30 1.5 Hours Instructor 1 Ratio 1:34	Radiography 7:30- 12:00 4.5 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Students 17 Ratio 1:5	8:00
8:30											8:30
9:00	Inst. 1		Inst. 1		Inst. 1						9:00
9:30	Inst. 2	4.5 Hours Instructor 1 Ratio 1:34	Inst. 2		Inst. 2						9:30
10:00	Inst. 3		Inst. 3	DHCA1203 Tooth Morph Lecture 10- 1 pm 3 Hours Instructor 1 Ratio 1:34	Inst. 3						10:00
10:30	Inst. 4		Inst. 4		Inst. 4	DH1411 PreClinic I Lecture 10-1pm 3 Hours Instructor 1 Ratio 1:34					10:30
11:00	DDS 1		DDS 1		DDS 1				DH 206 Pharmacology Lecture 10-12pm 2 Hours Instructor 1 Ratio 1:34		11:00
11:30	Students 17 Ratio 1:5		Students 17 Ratio 1:5		Students 17 Ratio 1:5		DH 206 Pharmacology Lecture 11:30 - 2:00 2.5 Hours Instructor 1 Ratio 1:34				11:30
12:00											12:00
12:30											12:30
1:00											1:00
1:30											1:30
2:00	DHCA 2503 Lab 2-5pm 3 hours Inst. 1		DHCA 2503 Dent Hyg III Clinic B 2-8pm 6 Hours	DH 110 Embryo/Hist Lecture 2-4:30 2.5 Hours Instructor 1 Ratio 1:34	DHCA 2503 Dent Hyg III Clinic A 2-8pm 6 Hours	DH 110 Embryo/Hist Lecture 2-4:30 2 Hours Instructor 1 Ratio 1:34	DHCA 2503 Lecture 2:30-5:30 3 Hours Instructor 1 Ratio 1:34	DHCA1411 Pre-Clinic I Lab 12:30-4:30 4 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Inst. 5 Inst. 6 Inst. 7 Students 34 Ratio 1:5		DHCA1411 Pre-Clinic I Lab 12:30-4:30 4 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Inst. 5 Inst. 6 Inst. 7 Students 34 Ratio 1:5	2:00
2:30	Inst. 2										2:30
3:00	Inst. 3										3:00
3:30	Inst. 4		Inst. 1		Inst. 1						3:30
4:00	Inst. 5		Inst. 2		Inst. 2						4:00
4:30	Inst. 6		Inst. 3		Inst. 3						4:30
5:00	Inst. 7		Inst. 4		Inst. 4						5:00
5:30	Students 34 Ratio 1:5		DDS 1		DDS 1						5:30
6:00			Students 17 Ratio 1:5		Students 17 Ratio 1:5						6:00
6:30											6:30
7:00											7:00
7:30											7:30
8:00											8:00
8:30											8:30

Concorde Career College-Dental Hygiene

Term 5, 8

Hour	Monday		Tue		Wed		Thur		Friday		Hour				
	Cohort 13	Choort 14	Choort 13	Choort 14	Choort 13	Choort 14	Choort 13	Choort 14	Choort 13	Cohort 14					
7:00											7:00				
7:30	DHCA 2604 Dent Hyg IV Clinic A/B 7:30-1:30 6 Hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1 Students 17 Ratio 1:5		DHCA 2604 Dent Hyg IV Clinic B 7:30-1:30 6 Hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1 Students 17 Ratio 1:5				DHCA 2604 Dent Hyg IV Clinic A 7:30-1:30 6 Hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1 Students 17 Ratio 1:5				7:30				
8:00					DHCA 2604 DH IV Lecture 8:00 - 10:30 2.5 Hours Instructor 1 Ratio 1:34	DHCA 1405 Pre-Clinic II Lab 8-12pm 4 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Inst. 5 Inst. 6 Inst. 7 Students 34 Ratio 1:5		DH 140 Process of Care Lecture 8:00 - 9:30 1.5 Hours Instructor 1 Ratio 1:34	DHCA 2604 DH V Lecture 8:00 - 10:00 2 Hours Instructor 1	DHCA 1405 Pre-Clinic II Lab 8-12pm 4 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Inst. 5 Inst. 6 Inst. 7 Students 34 Ratio 1:5	8:00				
8:30															8:30
9:00															9:00
9:30															9:30
10:00															10:00
10:30		DHCA 1307 Pathology Lecture 10:30-1:00 2.5 Hours Instructor 1 Ratio 1:34		DHCA 1405 Pre- ClinicII lecture 10:00- 1:00 3 Hours Instructor 1 Ratio 1:34						10:30					
11:00											11:00				
11:30					DH 209 Nutrition Lecture 11:30-2:00 2.5 Hours Instructor 1 Ratio 1:34						11:30				
12:00											12:00				
12:30									12:30						
1:00										1:00					
1:30						DH 104 Den Mat Lecture,1.5 Hours 1-2:30pm Instructor 1			DH 226 Law and Ethics Lecture 1:30- 4:30pm 3 Hours Instructor 1 Ratio 1:34	DH 104 Den Mat Lab 1:00-4:00 3 Hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Ratio 1:10	1:30				
2:00	DHCA 2604 Lab 1.5hrs 2:30- 4 0pm Inst. 1 Inst. 2 Inst. 3 Inst. 4 Inst. 5 Inst. 6 Inst. 7 Students; 34 ratio1:5	DHCA 1208 H &N Anatomy Lecture 2:00-4:00 2 Hours Instructor 1	DHCA 2604 Dent Hyg IV Clinic A 2- 8pm 6 Hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1 Students 17 Ratio 1:5	DHCA 1208 H &N Anatomy Lecture 2:00-4:00 2 Hours Instructor 1									2:00		
2:30													2:30		
3:00														3:00	
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8:30											8:30				

Concorde Career College-Dental Hygiene
Term 6, 9

Hour	Monday		Tue		Wed		Thur		Friday		Hour
	Term 9	Term 6	Term 9	Term 6	Term 9	Term 6	Term 9	Term 6	Term 9	Term 6	
	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior	Senior	Junior	
7:00											7:00
7:30	DHCA 2505 Clinic A 7:30-1:30 6 Hours			DHCA 2502 Clinic A 7:30-11:30 4 Hours	DHCA 2505 Clinic B 7:30-1:30 6 Hours			DHCA 2502 Clinic B 7:30-11:30 4 Hours	DHCA 2505 Clinic A/B 7:30-1:30 6 Hours		7:30
8:00			DH 103 Dent Off Mang. 8-9:30 1.5 hours Instructor 1	Inst. 1	Inst. 1					DHCA 1101 Med Emerg. Lecture 8-9:30 1.5 hours Instructor 1	8:00
8:30				Inst. 2	Inst. 2		DHCA 2505 DH V Lecture 8:30 -11 2.5 hours Instructor 1 Ratio 1:34	Inst. 1	Inst. 1		8:30
9:00	Inst. 1			Inst. 3	Inst. 3			Inst. 2	Inst. 2		9:00
9:30	Inst. 2			Inst. 4	Inst. 4			Inst. 3	Inst. 3		9:30
10:00	Inst. 3			Inst. 1	Inst. 1			Inst. 4	Inst. 4		10:00
10:30	Inst. 4		DHCA 2505 DH V Lecture 10-12 2 hours Instructor 1 Ratio 1:34	DDS 1	DDS 1			DDS 1	DDS 1	DH 206 Cultural Div. Lecture 10-11:30 2 hours Instructor 1	10:30
11:00	Students 17 Ratio 1:5			Students 17 Ratio 1:5	Students 17 Ratio 1:5	DHCA 2502 Anesthesia Lecture 11-1 2 hours Instructor 1 Ratio 1:34		Students 17 Ratio 1:5	Students 17 Ratio 1:5		11:00
11:30		DHCA 2502 Anesthesia Lecture 11-1 2 hours Instructor 1 Ratio 1:34									11:30
12:00				DHCA 2502 DH II LAB 12-4pm 4 Hours							12:00
12:30			DH 277 Board Rev. Lecture 12:30-3:30 3 hours Instructor 1 Ratio 1:34	Inst. 1			DH 207 Seminar Lecture 12- 3 3 hours Instructor 1 Ratio 1:34	DHCA 2502 DH II LAB 12-4pm 4 Hours			12:30
1:00				Inst. 2				Inst. 1			1:00
1:30				Inst. 3				Inst. 2			1:30
2:00	DHCA 2505 Clinic B 2:00-8:00pm 6 Hours	DH 203 Periodontology Lecture 2-4:30 2.5 hours Instructor 1 Ratio 1:34		Inst. 4	DHCA 2505 Clinic A 2:00-8:00pm 6 Hours	DH 203 Periodontology Lecture 2-4:30 2 hours Instructor 1 Ratio 1:34		Inst. 3			2:00
2:30				Inst. 5				Inst. 4			2:30
3:00				Inst. 6				Inst. 5			3:00
3:30	Inst. 1			Inst. 7 / DDS 1 Students 34 Ratio 1:5	Inst. 1			Inst. 6	Inst. 7 / DDS 1 Students 34 Ratio 1:5		3:30
4:00	Inst. 2				Inst. 2		DH 277 Board Rev. Lecture 3:30-6:30 3 hours Instructor 1 Ratio 1:34				4:00
4:30	Inst. 3				Inst. 3						4:30
5:00	Inst. 4				Inst. 4						5:00
5:30	DDS 1				DDS 1						5:30
6:00	Students 17 Ratio 1:5			DHCA 2502 Clinic B 4:30-8:30 4 Hours	Students 17 Ratio 1:5			DHCA 2502 Clinic A 4:30-8:30 4 Hours			6:00
6:30				Inst. 1				Inst. 1			6:30
7:00				Inst. 2				Inst. 2			7:00
7:30				Inst. 3				Inst. 3			7:30
8:00				Inst. 4				Inst. 4			8:00
8:30				DDS 1				DDS 1			8:30
				Students 17 Ratio 1:5				Students 17 Ratio 1:5			

Program Overview

Dental Hygiene/Hygienist

Emsi Q2 2021 Data Set

May 2021



5800 Foxridge Drive
Mission, Kansas 66202
509.744.3260

Parameters

Programs:

Code	Description
51.0602	Dental Hygiene/Hygienist

Regions:

Code	Description
31080	Los Angeles-Long Beach-Anaheim, CA

Education Level: Any

Tuition Type: Tuition & Fees

Graduate Status: Undergraduate

Residency: In-State

Completions Year: 2019

Jobs Timeframe: 2021 - 2030

Job Postings Timeframe: Jan 2020 - Dec 2020

Program Overview

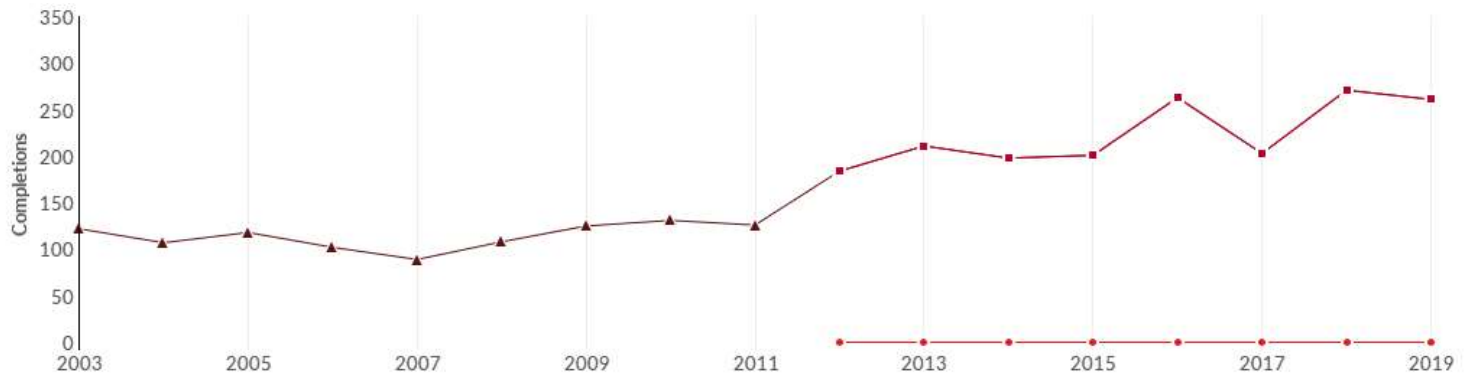


	Completions (2019)	% Completions	Institutions (2019)	% Institutions
● All Programs	261	100%	7	100%
● Distance Offered Programs	0	0%	0	0%
● Non-Distance Offered Programs	261	100%	7	100%

Completions by Institution

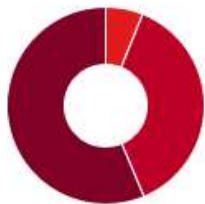
Institution	Completions (2019)	Growth % YOY (2019)	Market Share (2019)	IPEDS Tuition & Fees (2019)
West Coast University-Orange County	58	-21.6%	22.2%	\$26,645
West Los Angeles College	49	69.0%	18.8%	\$1,220
Concorde Career College-Garden Grove	47	88.0%	18.0%	N/A
University of Southern California	41	-52.9%	15.7%	\$58,133
Pasadena City College	32	45.5%	12.3%	\$1,168
Cerritos College	20	-16.7%	7.7%	\$1,346
Cypress College	14	40.0%	5.4%	\$1,142

Regional Trends



	2012 Completions	2019 Completions	% Change
Distance Offered Programs	0	0	0.0%
Non-Distance Offered Programs	184	261	+41.8%
All Programs	184	261	+41.8%

Regional Completions by Award Level



Award Level	Completions (2019)	Percent
Award of at least 1 but less than 2 academic years	16	6.1%
Associate's Degree	98	37.5%
Bachelor's Degree	147	56.3%
Award of less than 1 academic year	0	0.0%
Award of at least 2 but less than 4 academic years	0	0.0%
Postbaccalaureate certificate	0	0.0%
Master's Degree	0	0.0%
Post-masters certificate	0	0.0%
Doctor's Degree	0	0.0%

Similar Programs

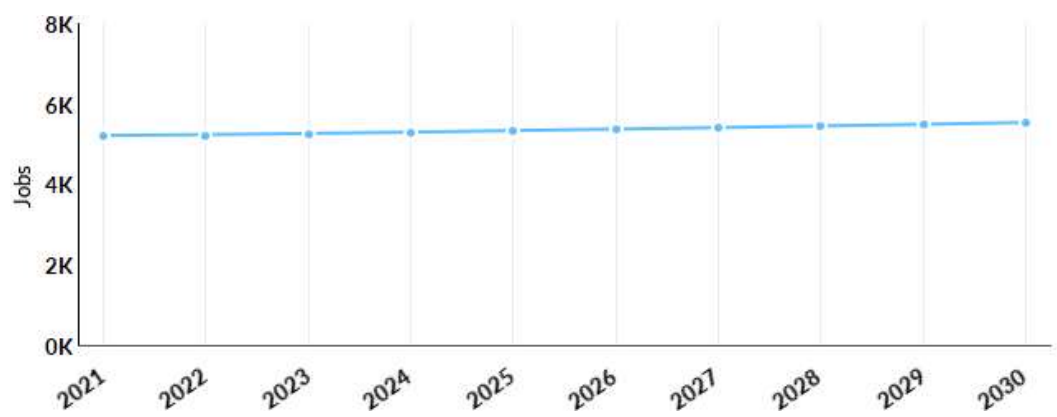
1 Programs (2019)		0 Completions (2019)
CIP Code	Program	Completions (2019)
51.0699	Dental Services and Allied Professions, Other	0

Target Occupations

5,204 Jobs (2021) 41% below National average	+6.2% % Change (2021-2030) Nation: +6.6%	\$52.53/hr \$109.3K/yr Median Earnings Nation: \$37.05/hr; \$77.1K/yr	352 Annual Openings		
Occupation	2021 Jobs	Annual Openings	Median Earnings	Growth (2021 - 2030)	Location Quotient (2021)
Dental Hygienists	5,204	352	\$52.53/hr	+6.17%	0.59

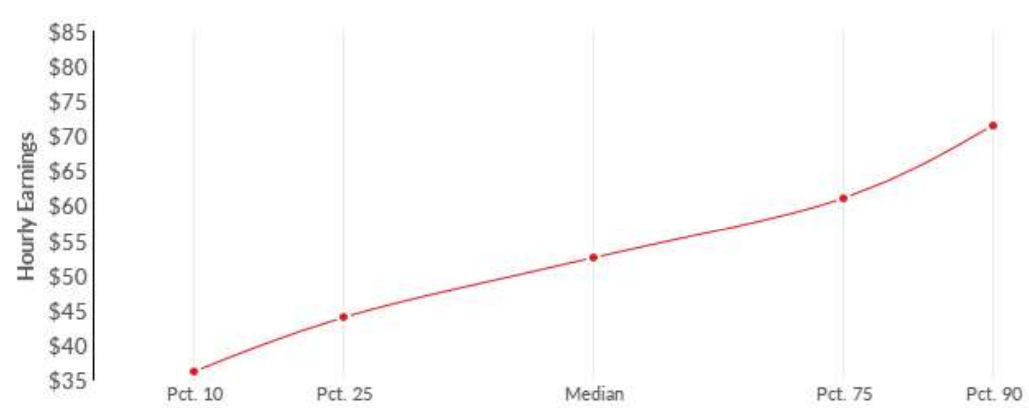
Growth for Dental Hygienists (29-1292)

5,204	5,525	321	6.2%
2021 Jobs	2030 Jobs	Change (2021-2030)	% Change (2021-2030)




Percentile Earnings for Dental Hygienists (29-1292)

\$43.95/hr	\$52.53/hr	\$61.08/hr
25th Percentile Earnings	Median Earnings	75th Percentile Earnings



Job Postings Summary

<p>804</p> <p>Unique Postings</p> <p>2,144 Total Postings</p>	<p>3 : 1</p> <p>Posting Intensity</p>  <p>Regional Average: 5 : 1</p>	<p>17 days</p> <p>Median Posting Duration</p> <p>Regional Average: 33 days</p>
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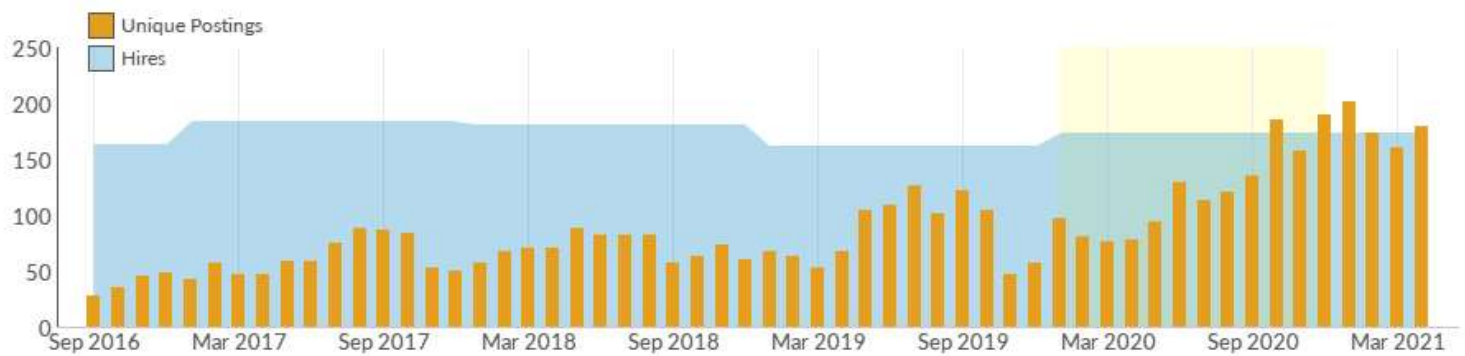
There were 2,144 total job postings for your selection from January 2020 to December 2020, of which 804 were unique. These numbers give us a Posting Intensity of 3-to-1, meaning that for every 3 postings there is 1 unique job posting.

This is lower than the Posting Intensity for all other occupations and companies in the region (5-to-1), indicating that they may not be trying as hard to hire for this position.

Job Postings vs. Hires

<p>121</p> <p>Avg. Monthly Postings (Jan 2020 - Dec 2020)</p>	<p>173</p> <p>Avg. Monthly Hires (Jan 2020 - Dec 2020)</p>
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In an average month, there were 121 active job postings for *Dental Hygienists*, and 173 actually hired. This means there was approximately 1 hire for *Dental Hygienists* for every 1 unique job posting.



Occupation	Avg Monthly Postings (Jan 2020 - Dec 2020)	Avg Monthly Hires (Jan 2020 - Dec 2020)
Dental Hygienists	121	173

Top Companies Posting

Company	Total/Unique (Jan 2020 - Dec 2020)	Posting Intensity	Median Posting Duration
Western Dental Services, Inc.	221 / 84	3 : 1	70 days
Pacific Dental Services, Inc.	222 / 65	3 : 1	39 days
Advantage Dental, Inc	75 / 48	2 : 1	8 days
Smile Brands Inc.	129 / 29	4 : 1	31 days
Styn, LLC	139 / 19	7 : 1	18 days
West Coast Dental, Inc.	76 / 11	7 : 1	70 days
Gentle Dental Inc	105 / 10	11 : 1	49 days
Bright Now Dental Inc	29 / 9	3 : 1	7 days
P D S Inc	8 / 7	1 : 1	34 days
Newport Dental LLC	12 / 5	2 : 1	4 days

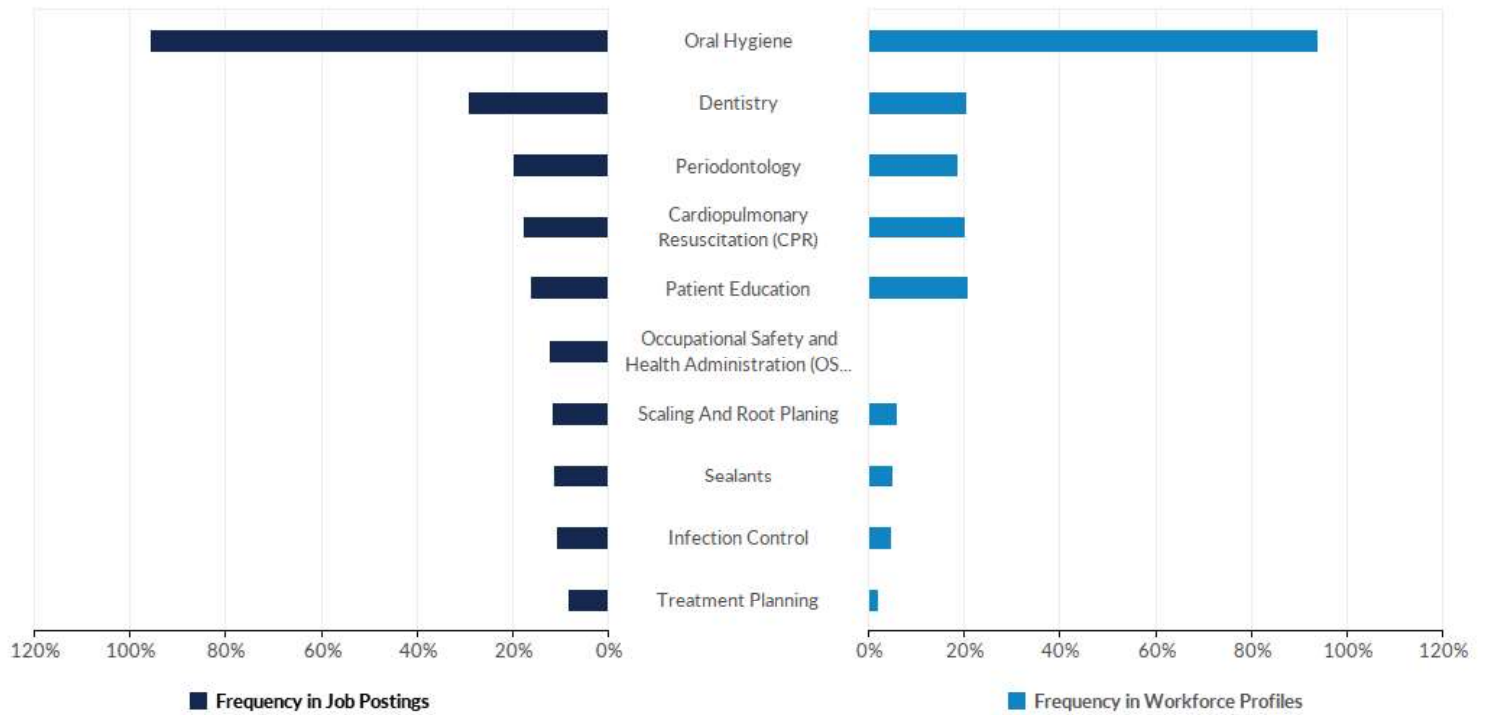
Top Posted Job Titles

Job Title	Total/Unique (Jan 2020 - Dec 2020)	Posting Intensity	Median Posting Duration
Dental Hygienists	909 / 396	2 : 1	11 days
Registered Dental Hygienists	928 / 317	3 : 1	29 days
Hygienists	253 / 49	5 : 1	26 days
Dental Hygienists and Dental Assistant	25 / 21	1 : 1	8 days
Hygiene Coordinators	7 / 4	2 : 1	20 days
Dental Assistants/Hygienists	2 / 2	1 : 1	5 days
AYS Agents	1 / 1	1 : 1	20 days
Cosmeticians	1 / 1	1 : 1	12 days
Dental Hygiene Assistants	1 / 1	1 : 1	4 days
Dental Hygienists and Office Manager	1 / 1	1 : 1	11 days

The following provides insight into the supply and demand of relevant skills by comparing the frequency of skills present in job postings against skills present in today's workforce. Along with Emsi's job posting analytics, this comparison leverages Emsi's dataset of more than 100M online resumés and profiles. All resumés and profiles used in these comparisons have been updated within the last three years.

**The skills associated with workforce profiles represent workers of all education and experience levels.*

Top Hard Skills

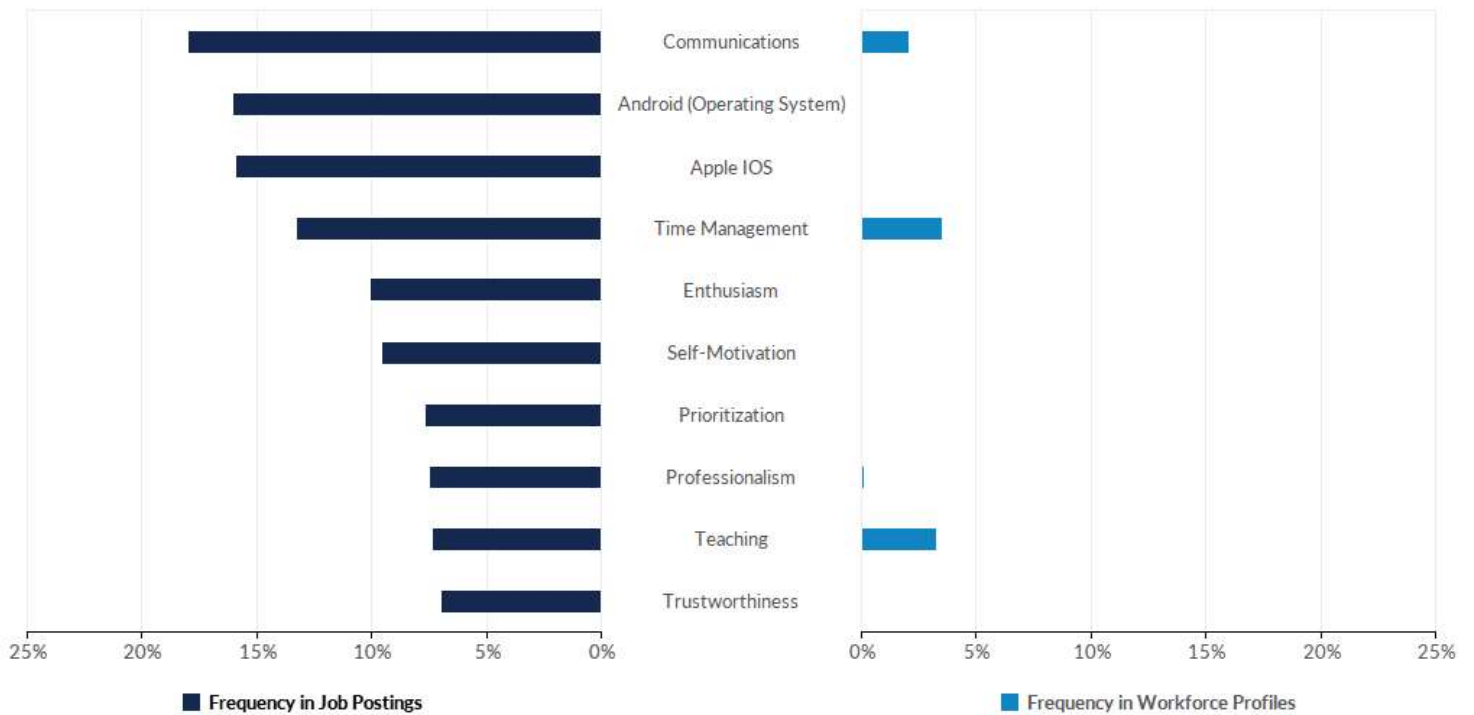


Top Hard Skills

Skill	Frequency in Postings	Postings with Skill / Total Postings (Jan 2020 - Dec 2020)	Frequency in Profiles	Profiles with Skill / Total Profiles (2019 - 2021)
Oral Hygiene	96%	770 / 804	94%	1,455 / 1,549
Dentistry	29%	235 / 804	21%	319 / 1,549
Periodontology	20%	161 / 804	19%	288 / 1,549
Cardiopulmonary Resuscitation (CPR)	18%	144 / 804	20%	312 / 1,549
Patient Education	16%	132 / 804	21%	321 / 1,549
Occupational Safety and Health Administration (OSHA)	12%	99 / 804	0%	3 / 1,549
Scaling And Root Planing	12%	94 / 804	6%	95 / 1,549

Sealants	12%	93 / 804	5%	81 / 1,549
Infection Control	11%	87 / 804	5%	75 / 1,549
Treatment Planning	8%	67 / 804	2%	33 / 1,549

Top Common Skills



Top Common Skills

Skill	Frequency in Postings	Postings with Skill / Total Postings (Jan 2020 - Dec 2020)	Frequency in Profiles	Profiles with Skill / Total Profiles (2019 - 2021)
Communications	18%	145 / 804	2%	32 / 1,549
Android (Operating System)	16%	129 / 804	0%	0 / 1,549
Apple iOS	16%	128 / 804	0%	0 / 1,549
Time Management	13%	107 / 804	4%	55 / 1,549
Enthusiasm	10%	81 / 804	0%	1 / 1,549
Self-Motivation	10%	77 / 804	0%	1 / 1,549
Prioritization	8%	62 / 804	0%	1 / 1,549
Professionalism	7%	60 / 804	0%	2 / 1,549
Teaching	7%	59 / 804	3%	51 / 1,549
Trustworthiness	7%	56 / 804	0%	0 / 1,549

Top Qualifications

Qualification	Postings with Qualification
Doctor Of Dental Surgery (DDS)	13
Doctor of Dental Medicine (DMD)	2
Radiology Certification	2
CDL Class C License	2
Registered Dental Assistant	2
Coronal Polishing Certificate	1
Licensed Practical Nurse	1

Appendix A - Data Sources and Calculations

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates also affected by county-level Emsi earnings by industry.

Emsi Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

State Data Sources

This report uses state data from the following agencies: California Labor Market Information Department

Program Advisory Committee Meeting Minutes

Program: Dental Hygiene	Date/Time: 5/18/2021 6:30 pm
Director/Committee Chair: Arezou Goshtasbi, DDS	Location: Virtual Meeting

Attendees: Bahar Ghafouri, DDS, Petra-Wilder Smith, DDS, Researcher, Jo Jass, DH, Susana Pollak, DDS, Thair Takesh, DDS, Researcher, Betsy Wilson, RDH, Angela Martin, RDH, Ria De Campo, RDH, Joleen Dallas, RDH, Rose Olague, RDH, Patricia Soto, RDA, Arianne Trias, RDA, BA, Lori Liebman, MBA, Omid Parto, PharmD, Arezou Goshtasbi, DDS

I. Introductions and Opening Comments – Dr. Goshtasbi welcomed Concorde Career College Dental Hygiene Department Program Advisory Committee Members and share appreciation to the PAC members for their time and valuable input. I appreciate your time. To ensure that we continue to provide quality education we look for industry professionals for feedback and suggestions about our curriculum, facilities, equipment, and our student outcomes. Thank you for being here and supporting us in making our program better.

II. Review of Minutes from Last Meeting on 12/17/2020

A. Updates from recent meetings: ACCSC visit took place in early March virtually. The visit went very well. They were impressed by our program. Student surveys was administered for each program and our DH students had shared how satisfied they are with the level of protection we have provided for them during COVID- 19 pandemic with our supply of PPE, N-95 mask and fit testing, clinic infection control, and health screening software and more. There will be a ground visit sometime in the future. We expect to receive our full approval without recommendations soon.

B. Follow-up on previous recommendations and action plans: Dr. Susana pollack shared with us the UCLA is using Halyard N95 masks in case of 3M N-95 shortage. Fortunately, we were supported by Campus Support Center and the department with the support of Campus Support Center was able to get enough 3M masks for our students.

C. Approving the Minutes: Dr. Goshtasbi: Has the PAC read over the minutes and do we have any changes? If there are no changes, may I request motion to approve the minutes?

Dr. Wilder-Smith: (1st) Motion to approve the minutes-.

Dr. Goshtasbi: Will anyone second please?

Mrs. Betsy Wilson: (2nd) Motion to approve the minutes.

III. Review of Mission Statements & Values

- A. Institutional: Concorde prepares committed students for successful employment in a rewarding healthcare profession through high-caliber training, real-world experiences, and student-centered support. Concorde's Values are Teamwork, respect of the individual, achievement, customer service, integrity.
- B. Program: To provide a supportive learning environment in which the student acquires through theoretical knowledge, technical skills, and professional attributes necessary to qualify for licensure as a registered dental hygienist and entry level employment as a dental hygienist. The program strives to instill the importance of personal growth, professional commitment, community involvement, and continued research.

IV. Program Goals

A. Objectives/Goals of program:

1. Review the program's goals
 - a. Concorde Career College Dental Hygiene program will prepare our students to serve their community ethically and competently as registered dental hygienists.
 - b. Concorde Career College Dental Hygiene Program will prepare our students to understand that treating those in our community involves respecting the individual regardless of race, color national origin, socio-economic level and medical and/or dental condition.
 - c. Concorde Career College Dental Hygiene Program will prepare our students to understand the importance of research and will involve themselves accordingly.
 - d. Concorde Career College Dental Hygiene Program will prepare our students to participate in community service projects
2. Is the program meeting these goals?
 - a. Our graduates won the ADHA 2020 Scientific poster research session. Thanks to our collaboration with UCI and Dr. Wilder-Smith.
 - b. Our Students get hired right away after graduation. New graduates are reporting they have interviews lined up prior to even taking their Law and Ethics examination. One of our students reported that she accepted a job in south Orange county for \$75 per hour.
 - c. After the pandemic the goal is to participate in community service projects-Children's Health Fair, Lestonnac Health Fair and City of Garden Grove Health Fair as we did every year.
 - d. PAC members agreed that the DH program is meeting these goals mentioned.

B. Program Effectiveness Plan updates:

1. We have a weekly RAM (Retention Accountability Meeting) meeting which is intended as a method to share information and provide efficient and effective support for our At-Risk Students.
2. We have a monthly Department Meetings, End of Term and Annual Curriculum Review Meetings.
3. We have calibration meetings as needed. This month we did a calibration on CAMBRA: Caries Management by Risk Assessment and the new AAP classification.

C. Analysis of Student Learning Outcomes:

1. Pass rate for the WREB examination, NBDHE, and Board licensures are the basis of our curriculum success and how we evaluate our students' success.
2. We use the HESI exams offered by Elsevier Evolve to evaluate our students' didactic readiness for the NBDHE. I am very happy to report that Concorde Garden Grove Dental Hygiene department has done well in all these parameters.

V. Curriculum Review: Blended Program approved ready to start next term starting in June

A. Content and length of curriculum:

1. There is no Curriculum change or any changes of the hours of the program or courses.
2. Blended Learning: It was reported to CODA that the Dental Hygiene program plans to utilize distance education on a permeant basis through a blended delivery format for all courses in the Dental Hygiene curriculum. A portion of each course will be taught online.
3. Blended learning combines online educational materials and interactions with traditional face-to face, on-ground, and hands-on teaching and learning methods.
4. All Clinical and Preclinical courses will be 100% on-ground, but additional resources and online interactive learning materials are provided to students through Canvas in these courses.

5. The hours online and on ground will vary course to course.
6. F. Transition to Blended learning start next term, June 7th, 2021
7. Additional resources include the Success Coach available 24hours 7 days a week available to assist students and faculty; Academic Quality Assurance administrator: a second line of support for students and faculty; Online classroom observation Matrix and form

B. Equipment / Supplies

1. Equipment: We purchased some Piezo scalers through our CapEx. We also have approval for purchase of new autoclave and washer by the end of the year and printers for the clinic. We have the Pelton and Crane autoclave and Miele instrument Washer. Does the PAC have any suggestions for these two products?
2. Supplies have had no issues with our supplies this year. We received many of our delayed orders/back orders from last year this year, so we have plenty of supplies available for use in our clinic.

C. Textbooks and resources used in the program

3. New Periodontology book: We are now using The Foundations of Periodontics for the Dental Hygienists by Jill Gehrig which has the new 2017 AAP Classification. The previous book did not cover the classification. This is a detailed book about 800 pages and is the only book that has the new AAP Classification at this time suitable for dental hygiene education.

VI. Professionalism

- A. Professionalism is graded in our clinical courses and didactic courses (e.g. Students showing up on time, students will notify if they will be late or absent). Overall, student's behavior is part of the overall grade- In didactic classes professionalism makes up for (5%) of student's grades.
- B. Rose Olgue, RDH of Pacific Dental Services shared that, "We love your graduates." They hire many of our graduates.

VII. Facility/Resource Review

- A. Are the Library resources sufficient in both quality and quantity? We believe our Library resources are sufficient. During the ACCSC accreditation visit our accreditors were gave us a score of 96-97%.
- B. Are current facilities, equipment, and inventory adequate for program? We have two copies of every textbook in the LRC (Learning Resource Center), various resources, several journals. Every year we purchase the Lexicomp: Drug Reference textbook for our clinic and the LRC.

VIII. Market Analysis and Local Community Need for the Program

- A. Is there still a need in the community for graduates of this program?
 1. Per a report from EMSI a labor market analysis company in 2019 in Los Angeles, Long Beach and Anaheim, there were 261 Dental Hygiene graduates but posting for Dental hygiene jobs was over 2000 per year.
 2. Concorde is only 18% of Market share, USC is 15.7% of market share, and West Coast 22.2% of market share.
 3. At least one Dental hygiene school is closing in the area and many dental hygienists are retiring due to COVID.
 4. We have a large interest pool of 900 for the new cohort in November 2021 and we still have 5 more months to go.
 5. Our graduates get placed quicky and there seems to be a need for more Dental hygienist in this area.
 6. A proposal has been made to expand the DH clinic to add 4 more operatories increasing our Cohorts from 24 to 32 students.

- B. Dr. Goshtasbi asked The PAC what they think about the job Market for Dental Hygienists and expanding our program to 32 students per cohort?
1. Dr. Petra Wilder-Smith: Two things come to mind when expanding the program: (1). Does the school have space and the capability? Is there enough demand? I know that you have a huge pool of applicants in the DH program, clearly the demand is there. (2). Are there enough jobs for these students when they graduate? Based on the placement report, earlier in the meeting, the answer to that is an astonishing, "yes". That is impressive in terms of the dentist perspective. I think that it is a reasonable proposition.
 2. Rose Olague, RDH/ Employer: We are definitely hiring a lot of hygienist right now! We have quite a few job requisitions in the state of California and in all other states. We love your graduates and love to hire them.
 3. The PAC believes expanding the program from 24 students to 32 students is a logical proposal and they are pleased of the news. The PAC support the proposal.

IX. Clinical Review

- A. Are students gaining sufficient experience? Students are gaining sufficient experience as they have 100% pass rates in clinical examinations. Students in Cohort 11- 100% pass rate clinical. Cohort 12 students who just graduated- March 100% pass rate.
- B. Are students demonstrating sufficient prior didactic training? Students are doing well didactically and are getting great training here at Concorde. For the new graduates from Cohort 12 from March 2021 100% of our students passed the WREB Clinical exam and 20/22 (91%) passed NBDHE, one student is waiting for her results.

X. Outcomes

- A. Student Satisfaction Survey Results: SSS for the DH program overall satisfaction increased by 5% and referral like-hood increased by 4%. Our Composite score is 85.71% and our goal is to increase these numbers to at least 87%. We had mostly positive reviews for the student satisfaction survey.
- B. For the new graduates from Cohort 12 in March 2021:
1. 100% passed the WREB Clinical exam
 2. 91% (20/22) passed the NBDHE, one pending. This was the first time our students had taken the shorten version of the NBDHE which was 3 hours vs 9 hours. The two students that did not pass will take the NBDHE again in 3 months.

Dr. Goshtasbi: Does the PAC have any suggestions in how we can get improvements in both our student satisfaction of the program and of the students referring others to us?

Dr. Petra Wilder-Smith: How do you rate the student satisfaction surveys and what do you rate lowest in?

Dr. Goshtasbi shared the categories and scores of the most recent Student Satisfaction Surveys for 2021 Quarter 1: Faculty: 94%, Learning Resource Center, facilities, and equipment: 91%; Admissions/Academic Department (includes Dean, PD: 94%, Student Affairs- 98%, referral rate: ~70%

The PAC was surprised why there would be a low score for the questions in the survey regarding referrals. Possibly the students read the question wrong, thinking they are required to give a name for the referral.

Ria Ocampo: Regarding admissions: A prospective student called the office for a break down on how to get into the DH program and admissions did not call back. Another prospective student had a government approval for a loan and needed additional funds and could not get into the program.

Dr. Goshtasbi: We have a new Director of Admissions who has many years of experience and is training our admissions representatives. We have many applicants applying to the program, but I hope you continue to refer your friends to us and we will continue to make improvements with our admissions process.

Dr. Goshtasbi: The SSS is reviewed by the campus support system. I can get more information and feedback about the survey. We at the campus level take the SSS seriously and take action to make improvements as needed.

XI. Graduate and Employer Survey Results

Lori Lieberman (Director of Student Affairs):

“Graduate employment for the year 2020: Statistically 23 of the 24 students got jobs. For 2021, 27 out of 27 students got jobs (100%). Dental Hygiene graduates are in high demand. It is a pleasure to work with the students because they are ready to work! The fact that the students are here until seven to eight at night prepares the students for real world experiences. Our graduates are in great demand that they do not have enough of them to fill jobs that are in need. If you need a hygienist, please reach out to Monica Carlos (714) 620-1017. Sometimes some students work at one facility two days a week and they would like to add another facility.” Students have interviews lined up prior to even taking their law and ethics examination for licensure.

A. Graduation rates (recent annual report): 100% for Cohort 11

B. Placement rates (recent annual report): 100% for Cohort 11

C. Licensing/Certification exam pass rates:

a. 100% Cohort 11

b. Cohort 12 just graduated and have not received licensure yet.

Dr. Goshtasbi asked the PAC if they have any suggestions or comments. PAC members were appreciated for their time and participation.

XII. Set Date for Next Meeting: November 2021

Meeting adjourned at 7:30 pm

Proforma Financial Statement

Dental Hygiene

Garden Grove

Cohort Increase November 2021

	FY 2021	FY 2022	FY 2023
Beginning	42	74	59
Starts(#)	58	34	68
Grads	20	40	29
Attrition %	1.0%	1.0%	1.0%
Ending	74	59	89
Tuition	2,694,881	3,287,572	3,436,763
Textbooks and Supplies	133,400	78,200	156,400
Uniforms	17,400	10,200	20,400
Health Screens	11,600	6,800	13,600
Interest from Student Notes			
Total Revenue	2,857,281	3,382,772	3,627,163
Faculty Payroll	926,875	1,085,250	1,125,338
Materials and Supplies	80,000	86,000	94,000
Textbooks & Uniforms	98,020	57,460	114,920
Health Screens	11,600	6,800	13,600
Student Costs (Testing)	12,000	24,000	17,400
Direct Cost	1,128,495	1,259,510	1,365,258
CM\$	1,728,786	2,123,262	2,261,906
CM%	61%	63%	62%
Payroll	-	-	-
Total Occupancy	-	-	-
Total Advertising	-	-	-
Total General & Admin	87,400	80,200	90,400
Provision for Bad Debt	53,898	65,751	68,735
Indirect Cost*	141,298	145,951	159,135
Campus EBITDA	1,587,488	1,977,310	2,102,771
Capital Expenditures			
Construction	400,000	-	-
Equipment Purchases	400,000	-	-
Total	800,000	-	-



July 2, 2021

Adina Pineschi-Petty, DDS
Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California
2005 Evergreen Street, Suite 2050
Sacramento, CA 95815

Dr. Petty:

Thank you for taking the time to speak with me regarding Concorde Career College – Garden Grove's request to increase our maximum enrollment capacity. At your suggestion, we would like to submit an addendum to our initial request for review at the July 17, 2021 Board meeting.

We look forward to a continued partnership with the DHBC to help guide us with our Dental Hygiene program. Please do not hesitate to contact me with any questions or should you require additional information: 714-620-1039 or agoshtasbi@concorde.edu

Sincerely,

Arezou Goshtasbi, DDS
Program Director



General Education Wet Lab Courses

Concorde Career College – Garden Grove’s curriculum is structured in 9 terms of 10-week sessions. We have rolling starts that occur approximately every 7 months. The first 3 terms of the program consist of General Education courses that are mostly completed via online distance education venue. To accommodate the increase of enrollment from 24 to 34 students, the program will schedule two sections of each lab courses. Terms 4 through 9 consist of the Dental Hygiene courses.

Dental Radiography Lab

DHCA 1401 – Dental Radiography lab is completed in 45 hours during a 10-week term (4.5 hours weekly) and is taught using 4 radiography bay rooms designated for this lab. Currently, the students are divided into 2 different lab groups of 12. Three faculty are assigned to each lab session providing a 1:4 faculty to student ratio; exceeding the required 1:5 ratio. With the additional 10 students the 2 labs will have 17 students with 4 instructors, which maintains the 1:5 ratio. This will add two additional 4.5 hours of instructor assignment time per week (90 hours per 10-week term). Furthermore, the program will expand the clinic to include an additional radiography bay.

Dental Materials Lab

Dental Materials lab is completed in 30 hours during a 10-week term. Currently we utilize 3 instructors in the lab session for 24 students, providing a 1:8 faculty/student ratio. To maintain the required 1:10 ratio, an additional instructor will be added to the lab for a 1:9 ratio. This will add one instructor assignment of 3 hours per week hours (30hours per 10-week term). The dental materials lab will be expanded to add an additional 10 chairs and accommodate the increase from 24 to 34 students.

Faculty Office Space

To fill the additional 1,720 hours of instructor time per cohort assignment, 2 additional Full-Time instructors or equivalent to it will be hired to maintain 1:5 ratio. In addition, we will continue to utilize Part-Time Clinical/Lab Faculty to maintain the 1:5 ratio as needed. The faculty office has been increased to accommodate ten desks for the 2 additional full-time instructors and will include all necessary office equipment.

Exhibit 1: Updated Floor Plan to show increase in faculty office space and radiography bay

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 15: Discussion and Possible Action on Request by West Los Angeles College to Increase Enrollment.

Background:

On June 1, 2021, West Los Angeles College Dental Hygiene Educational Program (WLAC) submitted a “Report of Major Changes” which included a narrative explanation and supporting documentation for the change. WLAC requested the Board to review and approve a permanent increase in the maximum enrollment capacity from 42 students in 2019 to 70 students, accepting 2 cohorts of 35 students, one cohort in the Fall and one in the Spring.

WLAC stated: “There are four community colleges in the Los Angeles/Orange County region that issues awards related to dental hygienists, conferring an average of 87 awards annually between 2016 and 2019. Between 2014 and 2017, there was an average of 146 awards conferred annually in related training programs by non-community college institutions including Herman Ostrow School of Dentistry (USC). In February 2021, USC announced that it will no longer be matriculating new dental hygiene students, making the class of 2021 the last to graduate with a bachelor degree in dental hygiene. One of the stated reasons for closing by the school is that “new programs that offer both a bachelor’s degree and certificate in dental hygiene opened in recent years at a significantly lower cost.” This demonstrates a need to supply the industry with qualified graduates, and thus, West Los Angeles College (WLAC) is proposing an increase in class size.”

WLAC maintains 22 patient operatories, six radiology bays, and two NOMAD mobile radiology units. WLAC will add two additional clinical external sites for student-patient experiences and will hire additional faculty to accommodate the additional students and to maintain required faculty to student ratios. Additionally, WLAC classrooms currently provides space for up to 50 students along with a dental material laboratory with 40 stations.

Staff Recommendation:

Staff recommends to the Board to consider and approve the permanent increase in the maximum enrollment capacity from 43 students to 70 students (two cohorts of 35 students) for the WLAC program.

Pros: If the Board approves the permanent increase in the maximum enrollment capacity from 43 students to 70 students (two cohorts of 35 students) for the WLAC

program, the increase in dental hygienists would increase access to care to the metropolitan and surrounding areas of WLAC.

Cons: If the Board does not approve the permanent increase in the maximum enrollment capacity from 43 students to 70 students (two cohorts of 35 students) for the WLAC program, there may be a decrease in access to care to the metropolitan and surrounding areas of WLAC.



June 13, 2021

Dr. Adina Pineschi-Petty
Educational Program Specialist
Dental Hygiene Board of California
2005 Evergreen Street, Suite 1350
Sacramento, CA 95815

Dear Dr. Petty,

This letter is to report to the DHBC that West Los Angeles College submitted the application to the Commission on Dental Accreditation (CODA) to request the enrollment increase from 42 to 70 students per year, effective Spring 2022. The program plans to admit 35 students in the Fall semester and 35 students in the Spring semester. Additionally, two external clinical sites will be incorporated as major sites. The CODA will review the report at its August 5, 2021 meeting.

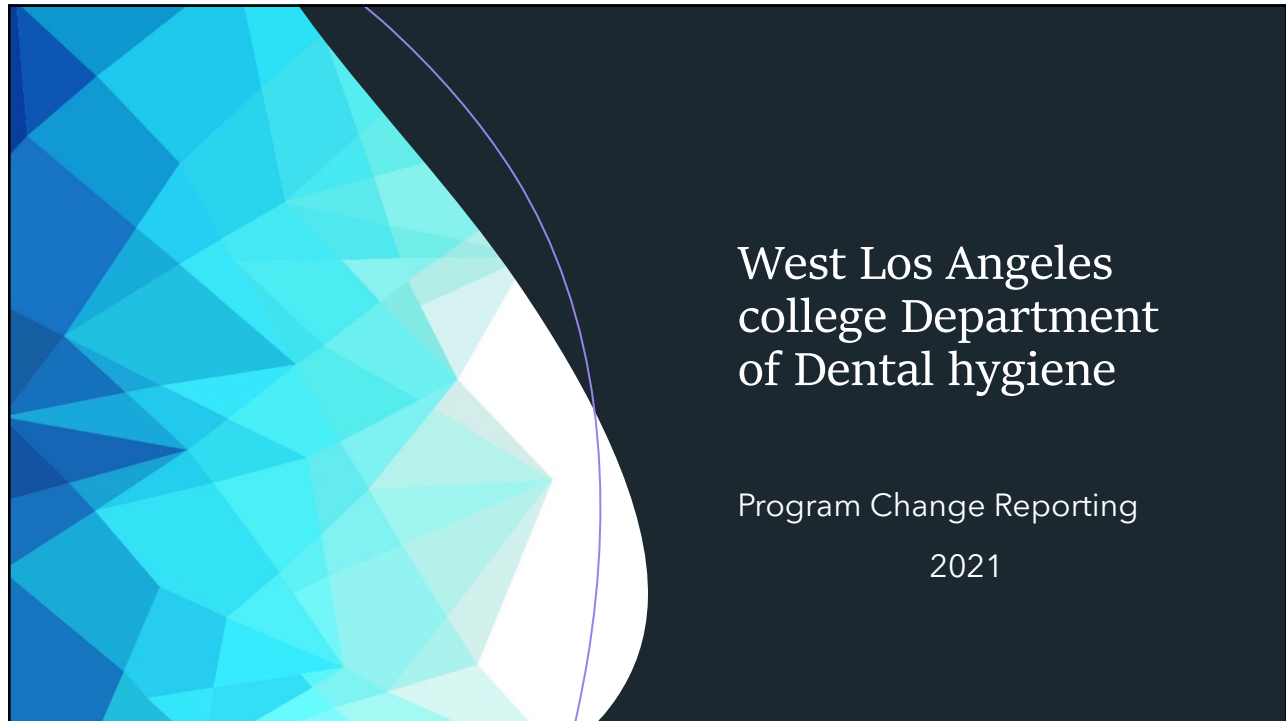
Please review the attached report submitted to the CODA and the presentation slides preprepared for the DHBC's next meeting on July 17, 2021.

Best regards,

A handwritten signature in black ink, appearing to read "Lisa Kamibayashi", written in a cursive style.

Lisa Kamibayashi, RDH, MSDH
Dental Hygiene Program Director
West Los Angeles College
Kamibalt@laccd.edu
(310)287-4457

Enclosure:
The Program Change Report to CODA



1

Describe the Change

West Los Angeles College Department of DH is proposing to increase student admittance from 42 students to 70 into its B.S. DH program by adding a 2nd Cohort.

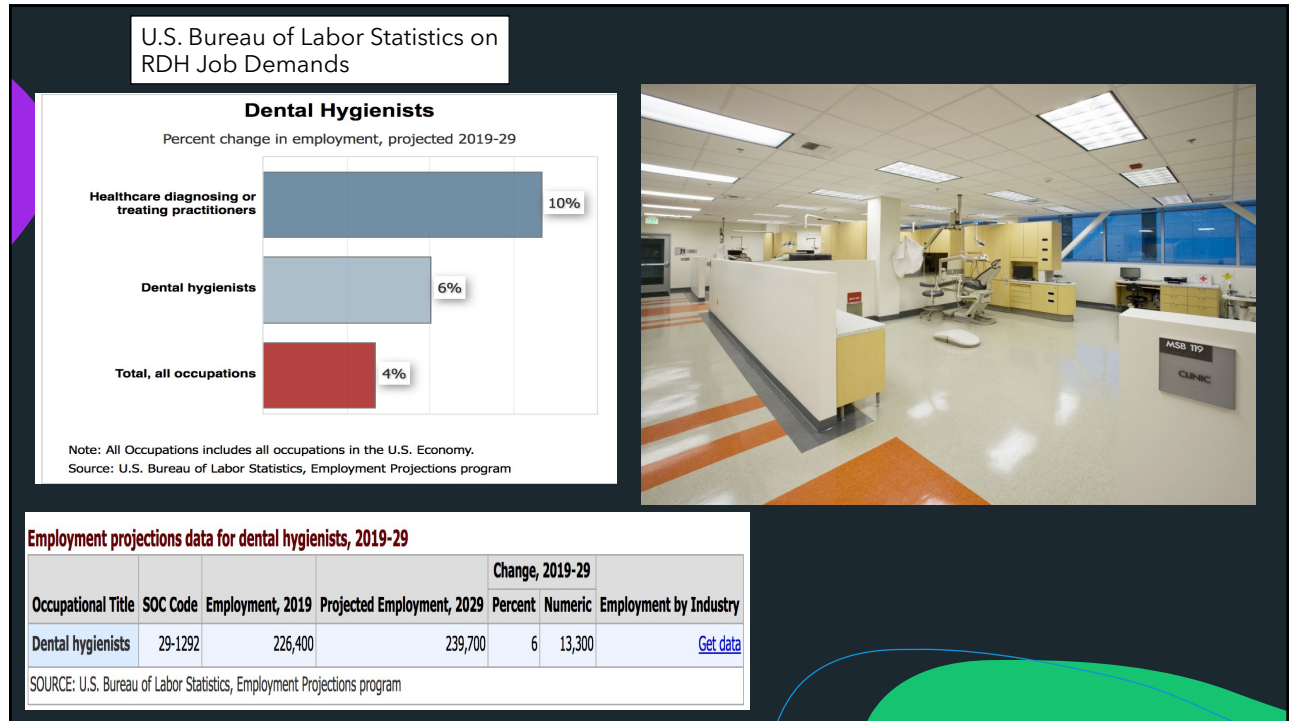
First Cohort: Spring 2022

Second Cohort: Fall 2022

35 students in each Cohort

Total: 70 students accepted per year

2



3

Class of 2023 Statistics

- Total # of Applicants: 125
- Total # of students accepted: 42
- Total # of students on wait list: 15 alternates
- Total # of students on wait list: 89

4

Program Interest Survey 2021

Increase in Student Applicants

- High level of interest due to affordability and offering a B. S. Degree
- High level of applicants 125 applicants for fall 2021
- The majority of applicants are well qualified candidates
- Due to the closure of USC's Dental Hygiene Program 2021

Survey data - 76 responses

- 98% High interest in the program
- 80% interested in applying Fall 2021
- 91% of applicants currently hold no B.S. degree
- 48% have NO preference which semester they begin the program (Fall or Spring)

5

Clinical Rotation Sites

New Facilities

- Free Clinic of Simi Valley Dental Clinic &
- South Bay Children's Health Center

Existing Facilities

- West Los Angeles College Dental Clinic
- **Veterans Affairs Greater Los Angeles Healthcare System**
- Sepulveda VA Medical Center
- Veterans Affairs West Los Angeles Medical Center
- Veterans Affairs Downtown Los Angeles
- UCLA School of Dentistry (Westwood)
- UCLA Venice Dental Center

6

DH Faculty

- Currently the DH program has the following faculty
 - 5 General Dentists
 - 13 Adjunct Faculty
 - 5 Full time Faculty
 - Planning to hire additional clinical adjunct faculty

7

Clinical Rotation Opportunities for 2 Cohorts

Clinic Schedule Rotations 4th Year Dental Hygiene Students for 35 students Per Cohort (70 students total with 180 clinical rotation opportunities)

Monday and Wednesdays are designated as lecture-only days.

	Tuesday	Thursday	Friday	Saturday
Morning Clinic	5 students at Simi Valley Clinic 5 students at Venice UCLA Dental Clinic 5 students at VALA clinic 5 students at WLAC clinic	5 students at VA Sepulveda 5 students at VA 500 5 students at UCLA/ AEGD 5 students at WLAC	5 students at Southbay Clinic 5 students at Simi Valley Clinic 5 students at Venice UCLA clinic 10 students at UCLA Main Campus 5 students at VALA clinic	10 students at WLA clinic
Afternoon Clinic	5 students at Simi Valley Clinic 5 students at Venice UCLA Dental Clinic 5 students at VALA clinic 5 students at WLAC clinic	5 students at VA sepulveda 5 students at VA 500 5 students at UCLA/AEGD 5 students at WLAC	5 students at Southbay Clinic 5 students at Simi Valley Clinic 5 students at Venice UCLA clinic 10 students at UCLA main campus 5 students at VALA clinic	10 students at WLA clinic
Evening Clinic	10 students at WLA clinic 5 at UCLA clinic	10 students at WLA clinic 5 student UCLA clinic		

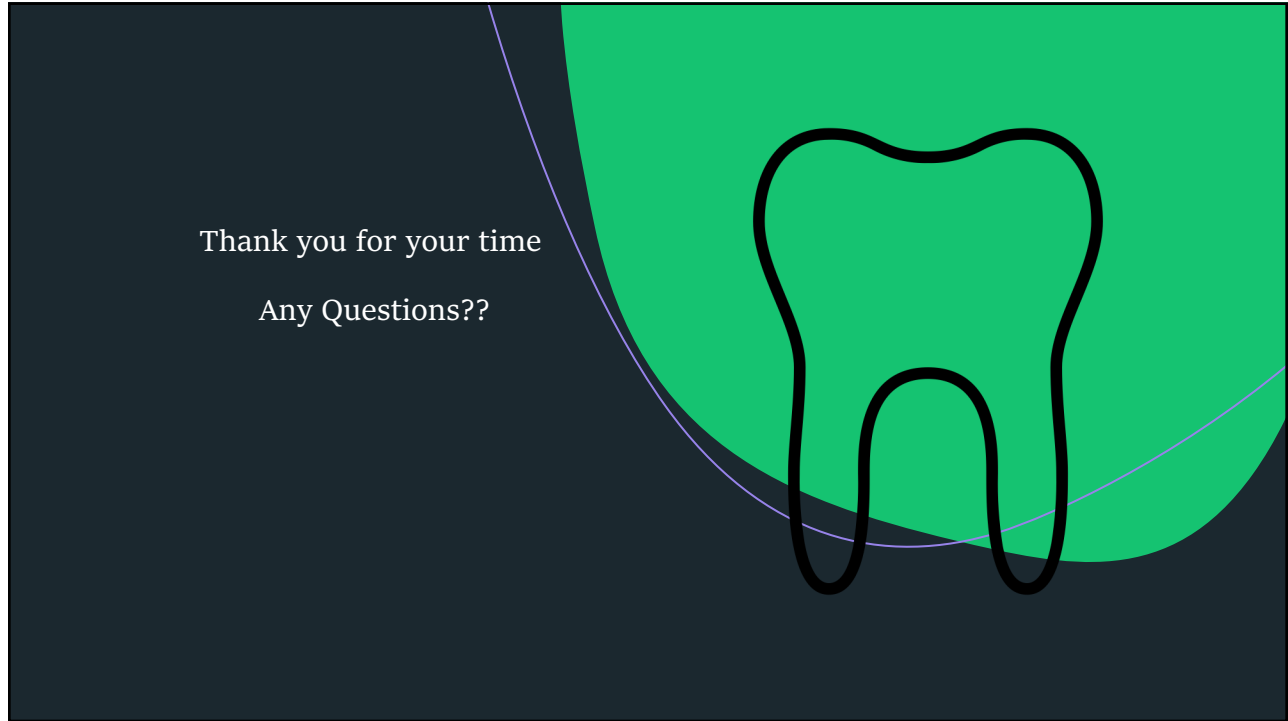
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SPRING Semester Junior & Senior Students (Two Cohorts)																								
Time	Monday				Tuesday				Wednesday				Thursday				Friday				Saturday			
	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program
8:00																								
8:30																								
9:00																								
9:30		351 - Local Anesthetics and Sedation techniques 45 min to 10:00am Lectures 30 students				451 - Clinical Dental Hygiene IV 2.5 hours R&L sites and External sites (15 students)				451 - Clinical Dental Hygiene IV 2.5 hours R&L sites and External sites (15 students)														
10:00																								
10:30		352 - Care for Patients with Special Needs 45 min to 11:00am Lectures 30 students																						
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13:30		452 - Inpatient Procedures 10:00am - 1:00pm Lectures 30 students																						
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Fall Semester Junior & Senior Students (With Two Cohorts)																								
Time	Monday				Tuesday				Wednesday				Thursday				Friday				Saturday			
	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program
8:00																								
8:30	DH 303 - Infection Control 8:30 - 10:00 a.m. (15 students)									DH 304/DH 64 Opioids 9:30 a.m. - 11:30 a.m. (15 students)														
9:00		DH 408 Pathophysiology 9:00 a.m. - 10:00 a.m. (15 students)																						
9:30																								
10:00																								
10:30		DH 403 Cardiology 10:15 a.m. to 12:15 p.m. (15 students)																						
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13:00	DH 306 - Pathology of the Head and Neck 1:00 - 2:00 p.m. (15 students)																							
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14:00		DH 416 Dent Med 1:30 pm to 3:00 pm (15 students)																						
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15:00																								
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16:00	DH 312 - Radiology 1:30 pm - 4:20 p.m. (15 students)																							
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ADMINISTRATOR VERIFICATION

SUBMISSION OF AN APPLICATION FOR ACCREDITATION OF A DENTAL EDUCATION PROGRAM BY THE COMMISSION ON DENTAL ACCREDITATION

Dental Hygiene

I have reviewed this document and verify that the information in it is accurate and complete, and that it complies with the Commission on Dental Accreditation's Privacy and Data Security Requirements for Institutions.

I understand the application process is generally 12 to 18 months following the Commission's acknowledgment of receipt of the application and initiation of the review process.

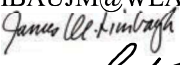
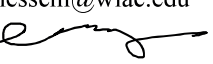

SPONSORING INSTITUTION <i>(If the program is co-sponsored, a verification page from each sponsor must be submitted)</i>	
Institution Name:	West Los Angeles College
Street Address (do not list P.O. Boxes)	9000 Overland Avenue
City, State, Zip	Culver City, CA 90230
Chief Executive Officer (CEO) (Univ. Pres, Chancellor, Hospital President) Name: James Limbaugh, Ph.D. Title: President Phone: (310) 287-4325 E-Mail: LIMBAUJM@WLAC.EDU Signature:  Date: 6/ /	
Chief Administrative Officer (CAO) (Dental Dean/Chair/Chief of Dental Service) Name: Carmen Dones, Ed. D. Title: Dean, Academic Affairs Phone: (310)287-4522 Fax: E-Mail: Donesscm@wlaac.edu Signature:  Date: 6/ /	
Program Director Name: Lisa Kamibayashi, MSDH Title: Dental Hygiene Program Director Phone: ((310)287-4457 Fax: E-Mail: Kamibalt@wlaac.edu Signature:  Date: 6/ /	

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Description of Program Changes

The purpose of this substantive change report is to request an increase in enrollment from 42 students to 70, as well as to add two external clinics sites to the clinical rotations for West LA College (WLAC).

Increase in Student Enrollment

There are four community colleges in the Los Angeles/Orange County region that issues awards related to dental hygienists, conferring an average of 87 awards annually between 2016 and 2019. Between 2014 and 2017, there was an average of 146 awards conferred annually in related training programs by non-community college institutions including Herman Ostrow School of Dentistry (USC). In February 2021, USC announced that it will no longer be matriculating new dental hygiene students, making the class of 2021 the last to graduate with a bachelor degree in dental hygiene. One of the stated reasons for closing the school is that “new programs that offer both a bachelor’s degree and certificate in dental hygiene opened in recent years at a significantly lower cost.” This demonstrates a need to supply the industry with qualified graduates, and thus, West Los Angeles College (WLAC) is proposing an increase in class size.

Labor market information from March 2021 shows that dental hygiene is a high growth career field in the Los Angeles county. Based on available data, there appears to be a supply gap for this occupation in the region. Over the next five years (2020-2025), there is projected to be 422 jobs available annually in the region due to retirements and workers leaving the field (**Exhibit 1**). This is more than the 233 awards conferred annually by educational institutions in the region.

For the past 3 years, 100% of graduates from WLAC Dental Hygiene baccalaureate degree program have gained employment upon graduation. The program has grown the cohort size from 30 students to 42 in 2016, with approval from the Commission on Dental Accreditation (CODA) (**Exhibit 2**). WLAC dental hygiene program is proposing an increase to allow for acceptance of 70 students per year; one cohort of 35 students accepted each Spring semester, starting Spring 2022, and another 35 students accepted each Fall semester, thereafter.

The laboratory, classrooms, equipment, clinical sites, faculty, and college infrastructure are well positioned to support the increase of the cohort. Increasing student enrollment into two cohorts will maximize facility usage. To determine a student demand for the additional cohort, a student interest survey for the bachelor program was administered (**Exhibit 3**). The interest survey was embedded in the Dental Hygiene webpage as well as sent to participants that attended the information sessions held during the past year. The survey was open for 30 days, and of the 75 respondents, 98.5 percent indicated an interest in the program, with 80 percent planning to apply in Fall 2021. Other pertinent information from the survey indicated a desire for a day program, and the majority of the respondents, 86 percent, do not already hold a baccalaureate degree.

The increase in the number of students into the bachelor program aligns with increased opportunities beyond the traditional clinical practice. Graduates from WLAC are obtaining employment in research, education, public health, management, private industry, marketing/consulting and other career options. In addition, many graduates are pursuing a higher degree.

Extended Campus Facilities

WLAC has recently re-established a contract with the Free Clinic Simi Valley Dental Clinic, as well as a new contract with the South Bay Children's Health Center. The sites will serve as additional external clinic rotation sites for students to accomplish competencies in underrepresented children, adolescents, and adult populations. In addition to the above community clinics, WLAC is continuing the close affiliation with UCLA School of Dentistry in both Westwood location and Wilson-Jennings-Bloomfield UCLA Venice Dental Center, as well as the multiple Veterans Affairs healthcare locations in the Greater Los Angeles area and North Hills.

Appraisal and Analysis: Impact of Changes on Accreditation Standards Compliance

Standard 1- Institutional Effectiveness

This section addresses only those accreditation standards that will be impacted by program changes, along with evidence of the program's continued ability to meet those standards.

Planning and Assessment

Standard 1-1:

The program must demonstrate its effectiveness using a formal and ongoing planning and assessment process that is systematically documented.

The bachelor's degree in dental hygiene supports the mission of the college, which is to provide a transformative educational experience to all students. The mission statement further states, "A West education enriches students with the knowledge and skills needed to earn certificates and undergraduate degrees, to build careers and to pursue life-long learning." The bachelor degree program goals were developed based on the college's educational philosophy, Vision, Values, and Mission Statements. Both the college and the dental hygiene program goals are primarily focused on students' success in their future employment. Developing leaders is another common focus of the college and the program's goals. The program goals for the 1st and 2nd entering cohorts will be identical. (Exhibit 4)

Financial Support

Standard 1-2:

The institution must have a strategic plan which identifies stable financial resources sufficient to support the program's stated mission, goals, and objectives. A financial statement document must be submitted providing revenue and expense data for the dental hygiene program.

The Los Angeles Community College District (LACCD) and WLAC have had a positive ending balance annually for the past five years, and are financially supportive of the bachelor degree program and the addition of a second cohort class. The LACCD budget is developed each year in extensive consultation with the District Budget Committee. The program receives funding from Cal Perkins and The Strong Workforce Initiative to purchase supplies and equipment, to enhance the program's enrollment and retention, faculty development and travel, and advisory board committee meetings. To further support the program, SB850 required that an additional enrollment fee of \$84 per unit be charged to the current \$46 per unit enrollment fee for upper division classes. This \$84 per unit upper division enrollment fee provides support to the dental hygiene program for implementation of the bachelor degree programs. The financial document is attached ([Exhibit 5](#)).

Institutional Accreditation

Standard 1-3:

Programs must be sponsored by institutions of higher education that are accredited by an institutional accrediting agency (i.e. a regional or appropriate national accrediting agency) recognized by the United States Department of Education for offering college-level programs.

West Los Angeles College is accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges. The dental hygiene program has been granted approval from the California Board of Governors, The California Community Colleges Chancellor, and the Accrediting Commission for Community and Junior Colleges to offer a four-year Bachelor of Science Degree in Dental Hygiene. The College Self Evaluation Reports and college accreditation letter from ACCJC ([Exhibit 6](#)) are available on the WLAC website and will be available onsite.

Community Resources

Standard 1-4:

There must be an active liaison mechanism between the program and the dental and allied dental professions in the community. The authority and final responsibility for curriculum development and approval, student selection, faculty selection and administrative matters must rest with the educational institution.

The dental hygiene program hosts annual advisory board meetings. The most recent meeting was held on January 14, 2021. The advisory board, consisting of community private practice dentists, UCLA School of Dentistry faculty/dentists, Veteran's Affairs dental faculty, WLAC dental hygiene alumni and faculty, have been instrumental in the implementation process of the bachelor program. The agenda and minutes are attached ([Exhibit 7](#)). The authority and final responsibility for curriculum development and approval, student selection, faculty selection and administrative matters rests with the WLAC Dental Hygiene program.

Standard 2- Educational Program

Admissions

Standard 2-1:

Admission of students must be based on specific written criteria, procedures and policies. Previous academic performance and/or performance on standardized national tests of scholastic aptitude or other predictors of scholastic aptitude and ability must be utilized as criteria in selecting students who have the potential for successfully completing the program. Applicants must be informed of the criteria and procedures for selection, goals, of the program, curricular content, course transferability and the scope of practice of and employment opportunities for dental hygienists.

Admissions criteria to the bachelor program for both cohorts (Fall and Spring) will include the addition of the written essay requirement and credit will be given for dental assisting licensure. These criteria are outlined on the college website and in the application packet ([Exhibit 8](#)). The admissions ranking form used to evaluate applications is included in [Exhibit 9](#).

Standard 2-2:

The number of students enrolled in the program must be proportionate to the resources available.

To accommodate the increase in student enrollment, WLAC re-established their contract with Simi Valley Dental Clinic, as well as established a new contract with the South Bay Children's

Dental Clinic. The 14 questions in the guidelines for approval of sites are included for each clinical sites separately, starting with the Free Clinic of Simi Valley:

I. Free Clinic of Simi Valley Dental Clinic

- II. *A description of the type of institution in which the training will occur. (e.g. hospital, community health center, ambulatory care center). Please note whether the new site is owned by the dental education program's sponsoring institution, or owned by a different entity.*

The new clinical rotation site is the Free Clinic of Simi Valley Dental Clinic and is a community dental center. The site is owned by the Free Clinic of Simi Valley Dental Clinic, not the dental education program's sponsoring institution.

- III. *Signed written agreement with the site(s) outlining the responsibilities of each party involved*

The contract between the Los Angeles Community College District/WLAC and the Free Clinic of Simi Valley Dental Clinic is attached as **Exhibit 10** and includes the responsibilities of each party involved.

- IV. *The rationale behind choosing this site.*

The site was chosen due to the vast opportunity to increase clinical experiences of providing care for underserved populations.

- V. *A description of the availability of adequate patient experiences to ensure the goals and objectives or competencies for student/resident training will be achieved.*

The Free Clinic of Simi Valley will provide additional advanced periodontally involved cases due to the low socioeconomic population in the community in which it resides. The opportunities include prophys, pit and fissure sealants, radiography, fluoride treatments, nitrous oxide, and local anesthesia, and scaling and root planning.

- VI. *The anticipated enrollment at the training site. If appropriate, indicate what level of students/residents will be using the site (e.g. fourth year only students, PGY-1 residents)*

Five random fourth-year dental hygiene students will attend the clinic facility two times per week to provide patient care. Two random, third-year students will attend the clinic two days a week to observe the fourth-year students.

- VII. *The amount of time the students/residents will spend at this site. Provide the following:*

- 1) number of days in total the site will be used by the program, and 2) the amount of time anyone (1) student/resident will spend at the site. Include rotation schedule (**excluding** student/resident names).

The program will assign five students with one faculty member to the site two days a week. Each student will attend the clinic site from 7:30 a.m. to 3:30 p.m, 8 hours. The sample clinic rotation schedule is attached as an **Exhibit 11**.

- VIII. *A description of how the students/residents will be provided instruction.*

A faculty of the dental hygiene program will travel to the Free Clinic of Simi Valley Dental Clinic with the students and will use the standard program assessment forms to assess and evaluate students.

- IX. A description of how student/resident performance will be assessed at the site (e.g. competency assessment, general evaluation without competency, daily grading).*

The students competency will be evaluated using rubrics assessment forms developed by the program to assess competency and for general evaluations. Each student has been given the assessment forms and they are also available online.

- X. The ratio of attendings/teaching staff to students/residents at this site. Also identify if these individuals are site-specific faculty or program faculty traveling with students/residents to the site.*

A faculty of the West Los Angeles College dental hygiene program will travel to the Simi Valley clinic with the students. The site will maintain the one faculty to five student ratio.

- XI. The name and qualifications of the on-site clinical supervisor/director who will supervise the educational experience. Provide a completed BioSketch for each supervisor/director.*

Sara Coppola is a registered dental hygienist and a registered dental hygienist in alternative practice, a full-time tenured faculty at West LA College, and has a Masters degree. She will be traveling with the students to supervise, instruct and evaluate them. Her Biosketch is included as **Exhibit 12**.

- XII. A description of how faculty at this site will be calibrated.*

All faculty at West LA College participate in scheduled calibration sessions. Sara attends the calibrations session on campus and will continue to participate in them.

- XIII. The number of and types of allied support staff available to students/residents.*

One dental program coordinator and a dental assistant is on site to support the dental facility and program. The dental assistant will be available at the site when the students and faculty from West Los Angeles College are at the site. There are also volunteer dental assistants who may also be available at this community service site to support the students.

- XIV. A description of the clinical facility/resources: operatories, resident work/study area, computer access, etc.*

The clinic is located in a 14,000 square foot building and the dental facility occupies roughly half of that space. The dental facility has five fully equipped dental operatories that are available to the students. There is a private office space available to the program faculty, and several meeting rooms that can be available on request. There is also a break room with a kitchen, as well as bathrooms located in the dental facility. The facility is equipped with computers

and tablets with internet access.

- XV. *Please complete and submit the table found at the end of these Guidelines for each site being added.*

The table that includes Sites Where Educational Activity Occurs is included as **Exhibit 13**.

II. South Bay Children's Health Center

1. *A description of the type of institution in which the training will occur. (e.g. hospital, community health center, ambulatory care center). Please note whether the new site is owned by the dental education program's sponsoring institution, or owned by a different entity.*
South bay Children Health Center is a community health center. The site is not owned by the West Los Angeles College. It is owned by the South Bay Children's Health Center.
2. *Signed written agreement with site(s) outlining the responsibilities of each party involved*
The contract between the Los Angeles Community College District/West Los Angeles College and the South Bay Children's Health Center is attached as **Exhibit 14**.
3. *The rationale behind choosing this site.*
The site is a non-profit, public health clinic and serves children that are from a low socio-economic community. The site will provide students with experiences in providing dental services to children and adolescents.
4. *A description of the availability of adequate patient experiences to ensure the goals and objectives or competencies for student/resident training will be achieved.*
The site will provide pediatric and adolescent case experiences to patients from a low socioeconomic status. The opportunities include prophies, pit and fissure sealants, radiography, fluoride treatments, nitrous oxide, and oxygen sedation, anesthesia, and scaling and root planing.
5. *The anticipated enrollment at the training site. If appropriate, indicate what level of students/residents will be using the site (e.g. fourth year only students, PGY-1 residents)*
Mainly the fourth-year dental hygiene students will randomly be assigned to this clinical rotation. The third-year dental hygiene students may also be randomly assigned to observe procedures at the clinic site.
6. *The amount of time the students/residents will spend at this site. Provide the following: 1) number of days in total the site will be used by the program, and 2) the amount of time anyone (1) student/resident will spend at the site. Include rotation schedule (excluding student/resident names).*
The program will assign five students one day a week. Each student will spend time from 8:00 a.m. to 4:00 p.m; 8 hours. The sample rotation schedule is attached as **Exhibit 11**.

7. *A description of how the students/residents will be provided instruction.*
The students will be evaluated by the program faculty on competency assessments and general evaluations using rubrics assessment forms that were provided to each student and are available online.
8. *A description of how student/resident performance will be assessed at the site (e.g. competency assessment, general evaluation without competency, daily grading).*
A faculty of the dental hygiene program will travel to Southbay Children's Health Center with the students and will use the standard program assessment forms to assess and evaluate students.
9. *The ratio of attendings/teaching staff to students/residents at this site. Also, identify if these individuals are site-specific faculty or program faculty traveling with students/residents to the site.*
A faculty of the dental hygiene program will travel to the Southbay Children's Health Center with the students. The site will maintain the one faculty to five student ratios during clinical care.
10. *The name and qualifications of the on-site clinical supervisor/director who will supervise the educational experience. Provide a completed BioSketch for each supervisor/director.*
Dr. Magha Sata, DDS is a faculty at West LA College, as well as the clinical director of the Southbay Children's Health Center. Dr. Sata's biosketch is attached as **Exhibit 15**.
11. *A description of how faculty at this site will be calibrated.*
The faculty will be calibrated through scheduled calibration sessions hosted by the program director and conducted at the college campus facility.
12. *The number of and types of allied support staff available to students/residents.*
There will be one office manager, one treatment coordinator, one registered dental assistant, and one dental assistant available to the dental hygiene program students.
13. *A description of the clinical facility/resources: operatories, resident work/study area, computer access, etc.*
There facility consists of four operatories and two restrooms. There is one lab/sterilization room with a workstation. Each operatory is equipped with a computer, intraoral camera, and radiation unit. One operatory is equipped with a nitrous oxide/sedation unit.
14. Please complete and submit the table found at the end of these Guidelines for each site being added.
The table that includes Sites Where Educational Activity Occurs is included as **Exhibit 16**.

The class schedules are included to show additional sections for lecture, laboratory and clinical rotations (**Exhibit 17**).

Standard 2-3:

The dental hygiene program must have an established mechanism to ensure a sufficient number of patient experiences that afford all students the opportunity to achieve stated competencies.

Our new contract with Simi Valley Dental Clinic (signed on 5/27/2021) is the latest addition to the multitude of external clinical rotation sites. Furthermore, the program will be increasing the number of clinical rotation days at the current rotational sites, and expanding hours to include evening and weekend at the West Los Angeles College dental clinic as needed. The WLAC Dental Clinic will be operational daily including Saturdays until 10pm. In addition to the above clinical sites, our students will continue to experience patient care at the three Veterans Affairs Clinical sites, UCLA School of Dentistry-Westwood and Wilson-Jennings-Bloomfield UCLA Venice Dental Center.

Standard 3 - Administration, Faculty and Staff

Standard 3-1: Administrative Structure

The program must be a recognized entity within the institution's administrative structure which supports the attainment of program goals.

The college has an active Dean of Health Sciences that oversees the dental hygiene program. The Health Sciences department also has Chairperson who works closely with the dean and faculty in the department, including dental hygiene, to schedule classes, evaluate faculty and order supplies and materials. The department also has a director of the dental hygiene program that assists the Division Chair. The full organizational chart is included for reference ([Exhibit 18](#))

Faculty

Standard 3-2:

The number and distribution of faculty and staff must be sufficient to meet the dental hygiene program's stated purpose, goals, and objectives.

In addition to five full-time faculty, 15 adjunct faculty and 3 general Dentists, the dental hygiene program is in the process of hiring additional adjunct clinical faculty to continue to meet the program's stated purpose, goals and objectives. This will meet the required faculty-student ratio necessitated by the increase in student enrollment.

Standard 3-3:

The faculty to student ratios must be sufficient to ensure the development of competence and ensure the health and safety of the public. The faculty to student ratios for pre-clinical, clinical and radiographic clinical and laboratory sessions must not be less than one to six. Faculty to student ratios for laboratory sessions in dental materials courses must not be less than one to twelve to ensure the development of clinical competence and maximum protection of the patient, faculty and students.

With the addition of at least four new adjunct faculty, the faculty-student ratios will continue to be sufficient to ensure the development of competencies and ensure the health and safety of the public. Faculty-student ratios for preclinical, clinical and radiographic clinical and laboratory will not be less than a one to six ratio and one to five accordingly, to meet the DHBC requirements. Faculty to student ratios for laboratory sessions in dental material courses will not be less than a one to twelve ratio. The faculty to student ratio will continue to meet the standards.

Standard 4 - Educational Support Services

Facilities

Standard 4-1:

The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations.

The WLAC dental hygiene classrooms and clinical facilities are sufficient and appropriately maintained to support academic and clinical purposes of the program that conform to applicable regulations. Built in 2010, the MSA building is equipped with an elevator and access ramps to accommodate disabled persons. The dental hygiene program director is responsible for assessing program facilities and equipment in relation to current concepts in dentistry. The WLAC clinic consists of 22 fully operational dental operatories equipped with computer stations, and dental hygiene classrooms can accommodate up to 50 students. Moreover, off-campus clinical sites also consist of equipped operatories for patient treatment and have computer access. West Los Angeles College's dental hygiene program faculty attend off- campus clinical rotations to ensure equivalent clinical experiences. The college and department of dental hygiene are currently following all Covid-19 protocols and screenings per Los Angeles county, California Department of Health and CDC Guidelines for in person clinical experiences.

Standard 4-2:

Radiography facilities must be sufficient for student practice and the development of clinical competence.

The existing radiology facility will accommodate the increase in student enrollment. The clinical facility includes six radiology operatories. In addition, the program has two NOMAD mobile radiology units to accommodate for flexibility in usage in additional clinic operatories. The

facility is equipped with computer stations that ensure sufficient student practice and the development of clinical competence. Included in the report is the blue print for the dental hygiene clinic at West LA College ([Exhibit 19](#)). In addition to the college facility, students also have the opportunity to practice radiographic techniques on patients at the UCLA School Dentistry as well as their satellite dental clinic Wilson-Jennings-Bloomfield UCLA Venice Dental Center.

Standard 4-3:

A multipurpose laboratory facility must be provided for effective instruction and allow for required laboratory activities. If the laboratory capacity requires that two or more sections be scheduled, time for all students to obtain required laboratory experience must be provided.

The number of clinical and laboratory course sections will be increased to accommodate the increase in student enrollment, ensuring sufficient time for all students to obtain required laboratory experience. The program changes do not impact the accreditation requirements related to space, sterilization, equipment, materials, patient reception or patient records.

Extended Campus Facilities

Standard 4-4:

The educational institution must provide physical facilities and equipment which are sufficient to permit achievement of program objectives.

To accommodate the increase in student enrollment, WLAC re-established their contract with the Free Clinic of Simi Valley Dental Clinic signed on 5/27/2021 ([Exhibit 10](#)), as well as with the South Bay Children's Health Center (SBCHC), signed on 11/25/20. The South Bay Health/Dental clinic facility provides educational and dental services to children of low-income families ([Exhibit 14](#)). The Free Clinic of Simi Valley Dental Clinic provides educational and dental services to underserved children, adult and geriatric populations. Faculty will be assigned to the clinical facilities, students will be evaluated by faculty of WLAC, and the schedule will be created by the WLAC program director.

Standard 5 - Health and Safety Provisions

The primary goal of West Los Angeles College Department of Dental hygiene has always been to ensure safe practices for both faculty and students. Patient and personnel safety and preventing the transmission of infections are at the core of our dental hygiene program. Thus, WLAC is currently in the process of hiring a full time Lab technician (Infection Control Coordinator) ([Exhibit 20](#)). This knowledgeable lab technician will play a vital role in ensuring that our onsite clinic is both compliant and effective in the Center of Disease guidelines and OSHA standards including all Covid-19 protocols. This will ensure continued focus on mandating policies and standard operating procedures that are consistent with CDC guidelines, OSHA regulations, state and local regulations and relevant standards.

This employee will be responsible for all equipment and supplies, such as ensuring hand hygiene products and personal protective equipment supplies are well stocked. The lab technician will also have the responsibility of communicating all information and concerns regarding infection control to students and faculty. Education and training will also be provided to all personnel including new hires and when new tasks or procedures are introduced, at a minimum, annually.

The lab technician will also be in charge of providing on-site education and training to ensure personnel understand and follow the clinic site infection prevention and control policies and procedures. Other associated responsibilities will include documentation of the training and maintenance of training records.

Standard 6 - Patient Care Services

West LA College is currently is contracted with the following clinical rotation sites to provide a variety of oral healthcare services to various populations:

Veterans Affairs Dental Clinics serve disabled Veterans, patients with PTSD and/or other mental health disabilities:

Veterans Affairs Dental Clinic (VA Los Angeles): Downtown Los Angeles

Veterans Affairs Dental Clinic (VA Sepulveda): Mission Hills, CA

Veterans Affairs Dental/Hospital (VA 500-Wilshire): Los Angeles, CA

*South Bay Children's Dental Clinic- serves the dental needs of low-income or at-risk children, teens and young adults (pending CODA approval).

*Simi Valley Dental Clinic- Underserved children, adult and geriatric patients (pending CODA approval).

UCLA Westwood Dental Clinic- Treat periodontally involved cases adults and geriatric patients.

Wilson-Jennings-Bloomfield UCLA Venice Dental Center- Treat periodontally involved cases, experience private practice-like environment, work in conjunction with the dental residents (adult and geriatric patients).

West Los Angeles College Dental Clinic- serving the underserved patient population in Culver City, Los Angeles and West Los Angeles communities.

Exhibits - Program Changes

Exhibit 1- Labor Market Data:



Program Endorsement Brief: 1240.20/ Dental Hygienist Dental Hygienist

Los Angeles/Orange County Center of Excellence, March 2021

Summary Analysis

Program Endorsement:	Endorsed: All Criteria Met <input checked="" type="checkbox"/>	Endorsed: Some Criteria Met <input type="checkbox"/>	Not Endorsed <input type="checkbox"/>
Program Endorsement Criteria			
Supply Gap:	Yes <input checked="" type="checkbox"/>		No <input type="checkbox"/>
Living Wage: (Entry-Level, 25th)	Yes <input checked="" type="checkbox"/>		No <input type="checkbox"/>
Education:	Yes <input checked="" type="checkbox"/>		No <input type="checkbox"/>
Emerging Occupation(s)			
	Yes <input type="checkbox"/>		No <input checked="" type="checkbox"/>

The Los Angeles/Orange County Center of Excellence for Labor Market Research (COE) prepared this report to provide Los Angeles/Orange County regional labor market supply and demand data related to the middle-skill occupation: *dental hygienists* (29-1292). Middle-skill occupations typically require some postsecondary education, but less than a bachelor's degree.¹ This report is intended to help determine whether there is demand in the local labor market that is not being met by the supply from community college programs that align with the relevant occupation.

Based on the available data, there appears to be a supply gap for this occupation in the region. Furthermore, the entry-level wages greatly exceed the living wage in both Los Angeles and Orange counties. **Therefore, the COE endorses this proposed program.** Detailed reasons include:

Demand:

- **Supply Gap Criteria** – Over the next five years, there is projected to be **422 jobs available annually** in the region due to retirements and workers leaving the field, **which is more than the 233 awards conferred annually** by educational institutions in the region.
- **Living Wage Criteria:** Within Los Angeles County/Orange County, typical entry-level hourly wages for occupation(s) are **\$41.20, which is higher than the California Family Needs Calculator** hourly wage (living wage) for one adult in Los Angeles County (\$15.04).²

¹ The COE classifies middle-skill jobs as the following:

- All occupations that require an educational requirement of some college, associate degree or apprenticeship;
- All occupations that require a bachelor's degree, but also have more than one-third of their existing labor force with an educational attainment of some college or associate degree; or
- All occupations that require a high school diploma or equivalent or no formal education, but also require short- to long-term on-the-job training where multiple community colleges have existing programs.

² Living wage data was pulled from California Family Needs Calculator on 3/2/2021. For more information, visit the California Family Needs Calculator website: <https://insightcced.org/2018-family-needs-calculator/>.

- **Educational Criteria:** The Bureau of Labor Statistics (BLS) lists an associate degree as the typical entry-level education for dental hygienists.
 - Furthermore, the national-level educational attainment data indicates **60% of workers in the field have completed some college or an associate degree.**

Supply:

- There are **four community colleges** in the LA/OC region that issue awards related to dental hygienist, conferring an average of **87 awards annually** between 2016 and 2019.
- Between 2014 and 2017, there was an average of **146 awards conferred annually** in related training programs by non-community college institutions.

Occupational Demand

Exhibit 1 shows the five-year occupational demand projections for dental hygienists. In Los Angeles/Orange County, the number of jobs related to this occupation is projected to decrease by 4% through 2024. However, there will be more than 420 job openings per year through 2024 due to retirements and workers leaving the field.

This report includes employment projection data by Emsi, which uses EDD information. Emsi's projections are modeled on recorded (historical) employment figures and incorporate several underlying assumptions, including the assumption that the economy, during the projection period, will be at approximately full employment. To the extent that a recession or labor shock, such as the economic effects of COVID-19, can cause long-term structural change, it may impact the projections. At this time, it is not possible to quantify the impact of COVID-19 on projections of industry and occupational employment. Therefore, the projections included in this report do not take the impacts of COVID-19 into account.

Exhibit 1: Occupational demand in Los Angeles and Orange Counties³

Geography	2019 Jobs	2024 Jobs	2019-2024 Change	2019-2024 % Change	Annual Openings
Los Angeles	4,778	4,591	(188)	(4%)	289
Orange	2,193	2,110	(83)	(4%)	133
Total	6,971	6,701	(270)	(4%)	422

³ Five-year change represents new job additions to the workforce. Annual openings include new jobs and replacement jobs that result from retirements and separations.

Wages

The labor market endorsement in this report considers the entry-level hourly wages for dental hygienists in Los Angeles County as they relate to the county's living wage. Orange County wages are included below in order to provide a complete analysis of the LA/OC region. Detailed wage information, by county, is included in Appendix A.

Los Angeles County: The typical entry-level hourly wages for dental hygienists are \$41.20, which is above the living wage for one adult (\$15.04 in Los Angeles County).⁴ Experienced workers can expect to earn wages of \$58.25, which is higher than the living wage estimate.

Orange County: The typical entry-level hourly wages for dental hygienists are \$43.78, which is above the living wage for one adult (\$17.36 in Orange County).⁵ Experienced workers can expect to earn wages of \$61.76, which is higher than the living wage estimate.

Job Postings

There were 390 online job postings related to dental hygienists listed in the past 12 months. The top skills were dental hygiene, dentistry, and cardiopulmonary resuscitation (CPR). The top three employers, by number of job postings, in the region were Stynt, Smile Brands, and Pacific Dental Services Incorporated.

It is important to note that the job postings data included in this section reflects online job postings listed in the past 12 months and does not yet demonstrate the impact of COVID-19. While employers have generally posted fewer online job postings since the beginning of the pandemic, the long-term effects are currently unknown.

Educational Attainment

The Bureau of Labor Statistics (BLS) lists an associate degree as the typical entry-level education for dental hygienists. Furthermore, the national-level educational attainment data indicates 60% of workers in the field have completed some college or an associate degree. Of the 12% of dental hygienists job postings listing a minimum education requirement in Los Angeles/Orange County, 71.7% (33) requested an associate degree and 28.3% (13) requested a bachelor's degree.

Educational Supply

Community College Supply—Exhibit 2 shows the annual and three-year average number of awards conferred by community colleges in Dental Hygienist (1240.20) programs. The college with the most completions in the region is West LA. Over the past 12 months, there were no other related program recommendation requests from regional community colleges.

⁴ Living wage data was pulled from California Family Needs Calculator on 3/2/2021. For more information, visit the California Family Needs Calculator website: <https://insightcced.org/2018-family-needs-calculator/>.

⁵ Ibid.

Exhibit 2: Regional community college awards (certificates and degrees), 2016-2019

TOP Code	Program	College	2016- 2017 Awards	2017- 2018 Awards	2018- 2019 Awards	3-Year Award Average
1240.20	Dental Hygienist	Cerritos	18	24	20	21
		Pasadena	7	22	32	20
		West LA	26	29	49	35
		LA Subtotal	51	75	101	76
		Cypress	10	10	14	11
		OC Subtotal	10	10	14	11
Supply Total/Average			61	85	115	87

Non-Community College Supply— It is important to consider the supply from non-community college institutions in the region that provide training programs for dental hygienist/hygienists. Exhibit 3 shows the annual and three-year average number of awards conferred by these institutions in the related Classification of Instructional Programs (CIP) Code: 51.0602/Dental Hygiene/Hygienist. Due to different data collection periods, the most recent three-year period of available data is from 2014 to 2017. Between 2014 and 2017, four-year colleges in the region conferred an average of 146 awards annually in related training programs.

Exhibit 3: Regional non-community college awards, 2014-2017

CIP Code	Program	College	2014- 2015 Awards	2015- 2016 Awards	2016- 2017 Awards	3-Year Award Average
51.0602	Dental Hygiene/Hygienist	Concorde Career College- Garden Grove	20	44	22	29
		University of Southern California	37	55	68	53
		West Coast University- Orange County	61	60	72	64
		Supply Total/Average	118	159	162	146

Appendix A: Occupational demand and wage data by county

Exhibit 4. Los Angeles County

Occupation (SOC)	2019 Jobs	2024 Jobs	5-Yr Change	5-Yr % Change	Annual Openings	Entry-Level Hourly Earnings (25 th Percentile)	Median Hourly Earnings	Experienced Hourly Earnings (75 th Percentile)
Dental Hygienists (29-1292)	4,778	4,591	(188)	(4%)	289	\$41.20	\$50.56	\$58.25
Total	4,778	4,591	(188)	(4%)	289			

Exhibit 5. Orange County

Occupation (SOC)	2019 Jobs	2024 Jobs	5-Yr Change	5-Yr % Change	Annual Openings	Entry-Level Hourly Earnings (25 th Percentile)	Median Hourly Earnings	Experienced Hourly Earnings (75 th Percentile)
Dental Hygienists (29-1292)	2,193	2,110	(83)	(4%)	133	\$43.78	\$53.62	\$61.76
Total	2,193	2,110	(83)	(4%)	133			

Exhibit 6. Los Angeles and Orange Counties

Occupation (SOC)	2019 Jobs	2024 Jobs	5-Yr Change	5-Yr % Change	Annual Openings	Typical Entry-Level Educational Attainment
Dental Hygienists (29-1292)	6,971	6,701	(270)	(4%)	422	Associate degree
Total	6,971	6,701	(270)	(4%)	422	

Appendix B: Sources

- O*NET Online
- Labor Insight/Jobs (Burning Glass)
- Economic Modeling Specialists, International (Emsi)
- Bureau of Labor Statistics (BLS)
- Employment Development Department, Labor Market Information Division, OES
- California Community Colleges Chancellor's Office Management Information Systems (MIS)
- California Family Needs Calculator, Insight Center for Community Economic Development
- Chancellor's Office Curriculum Inventory (COCI 2.0)

For more information, please contact:

Luke Meyer, Director
Los Angeles/Orange County Center of Excellence
lmeyer7@mtsac.edu

March 2021



Exhibit 2- 2016 CODA Program Increase Approval Letter



Commission on Dental Accreditation

August 17, 2016

Mr. Robert Sprague
President
West Los Angeles College
WLAC President's Office
9000 Overland Ave.
Culver City, CA 90230

RE: West Los Angeles College, Culver City, California
Dental Hygiene Program

Dear President Sprague:

At its August 4, 2016 meeting, the Commission on Dental Accreditation (CODA) granted the dental hygiene program the accreditation status of "approval without reporting requirements." The definitions of accreditation classifications are enclosed. Below is a summary of actions and additional information.

Dental Hygiene Program Change

The Commission considered the May 2016 report describing proposed program changes for the dental hygiene program. The Commission noted that the report describes three (3) proposed program changes: 1) the transition from an Associate of Applied Sciences degree to a Bachelor of Applied Science in Dental Hygiene degree in fall 2016; 2) enrollment increase from 30 to 42 in fall 2016, noting a potential increase to 50 students over the next several years; and 3) the addition of a major activity site at the Children's Dental Center in Inglewood, California for child patient clinical experiences.

Following careful review of the information provided, the Commission adopted a resolution to approve the report of program change on the **transition to a Bachelor of Applied Science in Dental Hygiene degree and enrollment increase from 30 to 42** and continue the program's accreditation status of "approval without reporting requirements." No additional information related to the change is requested from the program at this time. Please note if the program plans to increase enrollment from 42 to 50 in the future, the Commission must review and approve the enrollment increase prior to implementation.

In a separate action, following careful review of the information provided, the Commission adopted a resolution to approve the report of the addition of the **site where educational activity occurs** and continue the program's accreditation status of "approval without reporting requirements." No additional information is requested from the program at this time, nor is a special focused site visit warranted.

The definitions of accreditation classifications are enclosed. These changes will be reviewed at the next regularly scheduled site visit to the program on **2017**.

211 East Chicago Avenue Suite 1900 Chicago, Illinois 60611-2637
Main 312.440.4653 Fax 312.587.5107 ADA.org/CODA

General Information

In taking this action, the Commission stipulated that expects the institution to keep the Commission informed as soon as possible of anticipated changes in any approved educational program offered, particularly in the areas of administration, enrollment, faculty, facilities and curriculum.

The Commission on Dental Accreditation monitors increases in enrollment. The purpose for monitoring increases in enrollment through review of existing and projected program resources (faculty, patient availability, and variety of procedures, physical/clinical facilities, and allied support services) is to ensure that program resources exist to support the intended enrollment increase. Failure to comply with the policy will jeopardize the program's accreditation status. The Commission's policy and guidelines for reporting program changes are attached.

Institutions/Programs are expected to follow Commission policy and procedure on privacy and data security related to compliance with the Health Insurance Portability and Accountability Act (HIPAA). The Commission's statement on HIPAA, as well as the Privacy and Data Security Summary for Institutions/Programs (PDF), are found in the Policies/Guidelines section of the Commission's website at <http://www.ada.org/en/coda/policies-and-guidelines/hipaa/>. Programs that fail to comply with CODA's policy will be assessed a penalty fee of \$1000.

The Commission has authorized use of the following statement by institutions or programs that wish to announce their programmatic accreditation by the Commission. Programs that wish to advertise the specific programmatic accreditation status granted by the Commission may include that information as indicated in italics below (see text inside square brackets); that portion of the statement is optional but, if used, must be complete and current.

The program in dental hygiene is accredited by the Commission on Dental Accreditation *[and has been granted the accreditation status of "approval without reporting requirements"]*. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. The Commission's web address is: <http://www.ada.org/en/coda>.

If this office can be of any assistance to you, please contact the Allied accreditation managers, Ms. Alyson Ackerman at ackermana@ada.org or 1-800-621-8099, extension 4660, or Ms. Patrice Renfrow at renfrowp@ada.org or 1-800-621-8099 extension 2695.

President Sprague
August 17, 2016
Page 3

Sincerely,



Alyson Ackerman, M.P.A.
Manager, Allied Dental Education
Commission on Dental Accreditation

AA/ja

Enclosures:

Sent via e-mail

CODA Accreditation Status Definitions
Guidelines for Reporting Program Changes in Accredited Programs
Electronic Submission Guidelines for General Correspondence

cc: Ms. Celena Alcalá, interim dean, Academic Affairs
Mr. Carlos Sermeno, program director, Dental Hygiene
Mr. Herman Bounds, Jr., director, Accreditation Division, U.S. Department of Education
(via CODA website)
State Boards of Dentistry (via CODA website)
Institutional Accreditors (via CODA website)
Dr. Karen West, chair, CODA
Ms. Patrice Renfrow, manager, Allied Dental Education, CODA

Exhibit 3: Student Interest Survey:

WLAC Department of Dental Hygiene 2021 Program Survey

Link posted on WLAC website and emailed to new applicants (total of **75 surveys** completed) as of 5/21/21

1. What is your level of interest in enrolling in the Dental Hygiene Bachelor's program at West Los Angeles College?

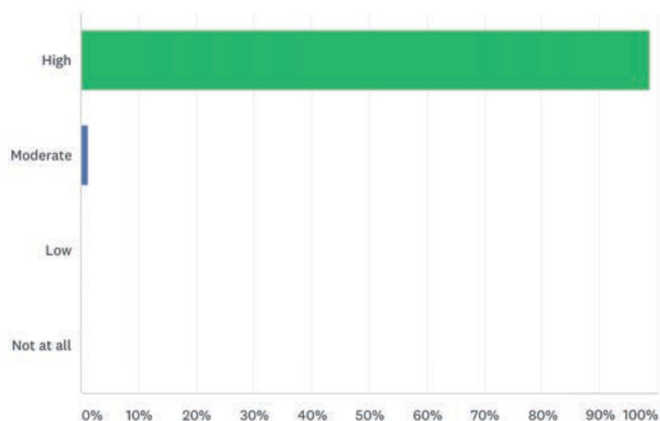
High: 98%
Moderate: 2%
Low: 0
Not at all: 0

Q1



What is your level of interest in enrolling in the Dental Hygiene Bachelor's program at West Los Angeles College?

Answered: 75 Skipped: 1



ANSWER CHOICES	RESPONSES	
High	98.67%	74
Moderate	1.33%	1
Low	0.00%	0
Not at all	0.00%	0
TOTAL		75

2. When do you plan to apply to the Dental Hygiene Program at West Los Angeles College?

Fall 2021: 61 80%

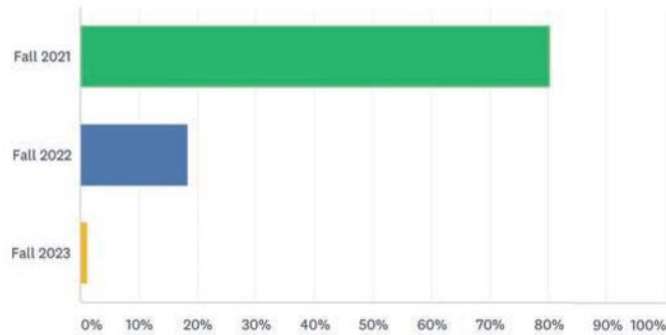
Fall 2022: 14 18%
Fall 2023: 1 1%

Q2



When do you plan to apply to the Dental Hygiene Program at West Los Angeles College?

Answered: 76 Skipped: 0



ANSWER CHOICES	RESPONSES	
Fall 2021	80.26%	61
Fall 2022	18.42%	14
Fall 2023	1.32%	1
TOTAL		76

3. Do you currently hold a B.S. (Bachelor's) degree from a U.S. accredited institution?

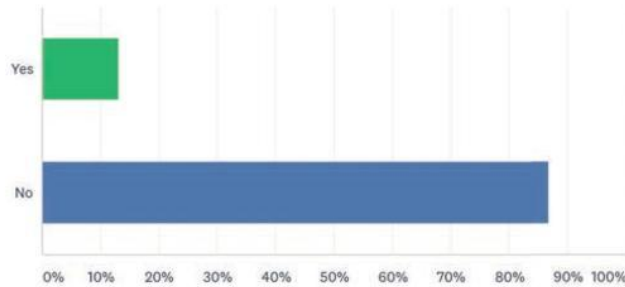
Yes 6 8.6%
No 64 91.4%

Q3



Do you currently hold a B.S. (Bachelor's) degree from a U.S. accredited institution?

Answered: 76 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	13.16%	10
No	86.84%	66
TOTAL		76

4. Do you prefer to start the program in the fall or spring semester?

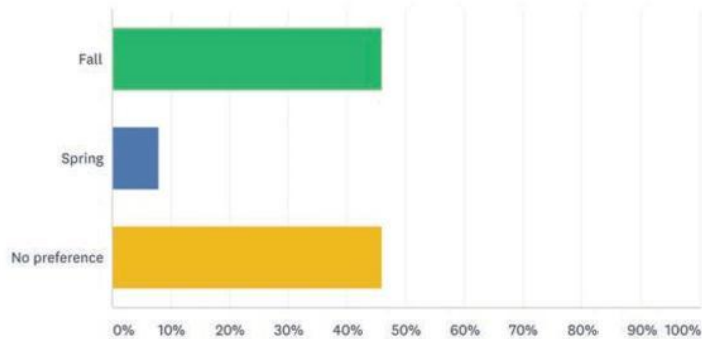
Fall 34 48.6%
Spring 2 2.8%
No Preference 34 48.6%

Q4



Do you prefer to start the program in the Fall or Spring semester?

Answered: 76 Skipped: 0



ANSWER CHOICES	RESPONSES	
Fall	46.05%	35
Spring	7.89%	6
No preference	46.05%	35
TOTAL		76

5. Please select your preference for a day or evening program.

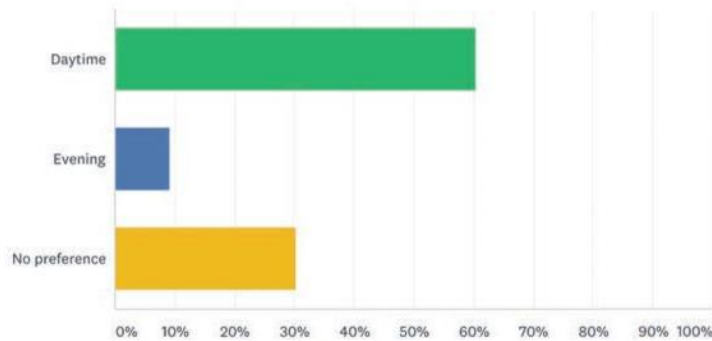
Daytime	45	64.3%
Evening	9	12.9%
No Preference	16	22.9%

Q5



Please select your preference for a day or evening program.

Answered: 76 Skipped: 0



ANSWER CHOICES	RESPONSES	
Daytime	60.53%	46
Evening	9.21%	7
No preference	30.26%	23
TOTAL		76

6. What is your level of interest in a hybrid program?

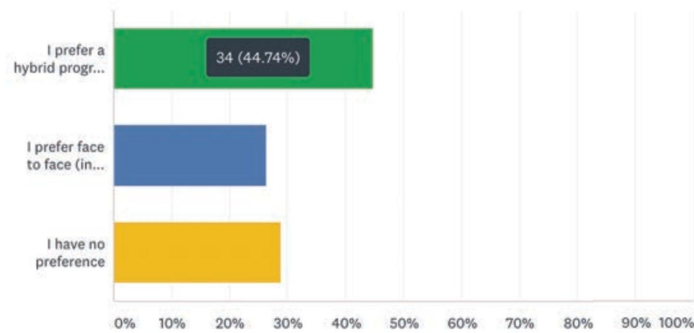
I prefer a hybrid program (online lectures/ in person clinic):	34	44.7%
I prefer face to face (in person lectures and clinic):	20	26.32%
I have no preference:	22	28.95%

Q6



What is your level of interest in a hybrid program?

Answered: 76 Skipped: 0



ANSWER CHOICES	RESPONSES	
I prefer a hybrid program (online lectures/ in person clinic)	44.74%	34
I prefer face to face (in person lectures and clinic)	26.32%	20
I have no preference	28.95%	22
TOTAL		76

Fall 2021 Enrollment/Applications

1. Total 125 of Applicants that applied for class of 2023
2. Total of 36 applicants accepted (class of 2023)
3. 89 students on waitlist
4. 122 of qualified candidates from the total 125 that applied

Standard 1- Institutional Effectiveness

Exhibit 4- Program Goals and Objective Revision Plan

Goals Revision Plan 2021-2024

	Objective	Action Step	Monitoring Mechanism	Evaluating Mechanisms	When Evaluated	Who Collects Data	Who Assesses Data	Results	Resulting Action	Program Improvement as a result of data analysis
Goal #1	WLAC's DH Program and faculty will prepare students to be competent in health promotion and disease prevention, community involvement, and patient care.	Track student progress in DH 304, 305, 352, 303, 312, 388, 401, 451.	Grade forms SLO (Google docs Assessments and Canvas)	SLO Assessments	SLO every other semester and Program review bi-annually	DH Director	DH FT faculty and Director			
Goal #2	WLAC's DH Program and faculty will maintain a curriculum that is relevant, current and compliant with all state laws and accreditation standards.	Engage in department dialog regarding course content, learning outcomes, and prospective changes end-semester	SLO Assessments and Program Review	SLO Assessment Forms	Mid-end semester	Division SLO facilitator	DH FT Faculty and DH Director			

Goal #3	All students will successfully complete all courses within the program and culminate with a Bachelor of Science degree in Dental Hygiene.	Each semester students will be assigned a faculty advisor to monitor their progress	Mid and Final semester grade form.	Department meeting minutes	Twice a semester	Senior and junior clinic coordinators	DH Director and clinic coordinators			
Goal #4	All students will successfully pass the national board dental hygiene examination.	Mid-term and final exam questions based on NDHB Exam topics	Report from NBDHE	Assessment of National board exam results	Annually	DH Director	DH Director			
Goal #5	All students #5 will successfully pass the dental hygiene licensing examination s.	Students must pass at least 2 mock board exams to qualify for matriculation				Faculty Advisor/DH Director				
Goal #6	All students will secure employment as a dental professional in clinical practice, education, health care, industry, research and other roles as they evolve for the dental hygienist.	Survey graduates on employment status	Collect data via a survey and/or letter	Presentation at advisory board meeting	Spring semester	Program secretary	DH Director			

Goal #7	WLAC's DH Program, faculty and students will uphold the ethics of the dental hygiene profession.	Survey employees on meeting program Learning Outcomes				Program Secretary	DH Director			
Goal #8	Students will attend a professional organization meeting during senior year	Student self-reflection in DH 452 and E-portfolio	Rubric	Annually	Course Faculty	Course Faculty				
	Faculty and students will pursue lifelong professional growth and development through participation in professional organizations and continuing education.	Faculty Bio-Sketch	Faculty evaluation	Bi-annually	Program Secretary	DH Director				

Exhibit 5- Financial Statement

Standard 1 – Institutional Effectiveness

Current Fiscal Year: 2021-2022

A. State Support		\$52,757,152.00		90%
B. Local Support		\$4,521,095.00 (HERFF)		7%
C. Grant				
Federal (Perkins Grant)		\$40,500.00		>1%
State: SWF local and regional Grant		\$270,000.00 (local)		>1%
Local				
Private				
D. Student Tuition		\$907,200.00 (upper division)		2%
E. Outside Entities				
(specify)				

F. Other				
RDHAP (10013)		\$400,000.00		>1%
(specify)				
Total		\$58,895,947.00		100%

Exhibit 6- College Accreditation Letter



ACCREDITING COMMISSION for COMMUNITY and JUNIOR COLLEGES *Western Association of Schools and Colleges*

Barbara A. Beno, President
Susan S. Kazama, Chair

July 8, 2016

Mr. Robert Sprague
Interim President
West Los Angeles College
9000 Overland Avenue
Culver City, CA 90230

Dear President Sprague:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 8-10, 2016, reviewed the Institutional Self Evaluation Report (ISER) and evidentiary materials submitted by West Los Angeles College and the Report prepared by the evaluation team that visited on March 7-10, 2016. College leadership, including the president of the governing board, the chancellor, and the College president, certified the Report, which was submitted in application for reaffirmation of accreditation. The purpose of the Commission's review was to determine whether the College continues to meet Eligibility Requirements, Accreditation Standards, and Commission policies (hereafter called Standards).

The Commission also considered the written response to the evaluation team report that President Sprague submitted prior to the Commission meeting. The Commission listened to testimony that President Sprague, Accreditation Liaison Officer Aracely Aguiar, Senate President Adrienne Foster, and others, as well as Chancellor Francisco Rodriguez, and Team Chair Kindred Murillo provided in closed session. The Commission found the written response and the testimony helpful for its deliberations.

After considering all of the written and oral material noted above, the Commission acted to **reaffirm accreditation for eighteen months, and to require a Follow-Up Report** on the issues identified in the college and district team's findings of noncompliance at the College and the District.¹ Reaffirmation for eighteen months indicates that the Commission has determined that the institution is in substantial compliance with Accreditation Standards.

The Commission also finds West Los Angeles College and the Los Angeles Community College District out of compliance with the following Standards: III.A.1 (District Recommendation 1); III.A.5 (District Recommendation 2); III.A.6 (District Recommendation 3); III.C.3 (District Recommendation 4); III.D.7 (District Recommendation 6); III.D.12 (District Recommendation 8); IV.C.3 (District Recommendation 10); and IV.C.7 (District Recommendation 11).

¹ Institutions preparing and submitting Midterm Reports, Follow-Up Reports, and Special Reports to the Commission should review, *Guidelines for the Preparation of Reports to the Commission*, found on the ACCJC website at: www.accjc.org/college-reports-accjc.

TELEPHONE: (415) 506-0234
FAX: (415) 506-0238

ACCJC
10 COMMERCIAL BOULEVARD
SUITE 204
NOVATO, CA 94949

EMAIL: accjc@accjc.org
www.accjc.org

Exhibit 7- Advisory Board Meeting Agenda and Minutes

West Los Angeles College
Health Science Division
Department of Dental Hygiene
Thursday, January 14, 2021
Dental Hygiene Advisory Committee Meeting
6:00 PM to 8:00 PM

Join Zoom Meeting
<https://laccd.zoom.us/j/97544973685>
Meeting ID: 975 4497 3685
One tap mobile
+16699006833,,97544973685# US (San Jose)

Agenda

1. Welcome and Introductions –
Lisa Kamibayashi, Dental Hygiene Program Director
2. West LA College: State of the College –
Ms. Ara Aguiar – VP of Academic Affairs
3. Health Science Division: Future Plan –
Ms. Carmen Dones – Dean of Academic Affairs
4. Dental Hygiene Outcomes Assessment Class of 2020
 - a. Admissions Profile
 - b. National Board Exam Outcome
 - c. Dental Hygiene Clinical Examination Outcome
(WREB & ADEX)
 - d. Class of 2020 Exit Survey Outcome
 - e. Bachelor completion program outcome
5. Discussion Items
 - a. Employment trends/ expectations for the graduates
 - b. Bachelor's degree completion program
 - c. Training needs and expectations for the graduates
 - d. Resource for future needs
(personnel, equipment, and supplies)
 - e. Continuing Education Program
 - f. Financial support for the students/ Student Equity
 - g. COVID-19
6. Comments and questions from members
7. Other business



West Los Angeles College

Dental Hygiene Advisory Committee Meeting Minutes

01/14/2021 – 6:00pm-8:00pm | Zoom Conference

Attendees: Aaron Benitez, Lisa Kamibayashi, Phyllis Martina, David Uyehara, Dr. Roberto Gonzalez, Sam Hansen, Andrea Rodriguez-Blanco, Carlos Sermenio, Carmen Dones, Dr. Donald SZE, Elise Nogle, Gary Green, Haydee Orozco, Jasmine Whaley, Jessica Herrera, Joy Ogami Avila, Whitney Scott, Steve Lee, Julie Morrill, Angela Martin, Megha Sata, Paulo Camargo, Aracely Aguiar, Raquel Medina, Natalie Ferrigno, Steve Okamoto, Richard Nagy,

- 1) Meeting began at 6:00 pm
- 2) Welcome and Introductions –Lisa Kamibayashi, Dental Hygiene Program Director
- 3) West LA College: State of the College –Ms. Ara Aguiar – VP of Academic Affairs
 - a) Due to the pandemic, there was the transition from person-to-person curriculum to online
 - b) College-wide, aviation and health sciences are the only departments that have access to the campus
 - c) Federal and state funding to support college through Cares funding (support student such as providing laptops) and future funding of 5 million to be received.
- 4) Health Science Division: Future Plan –Ms. Carmen Dones – Dean of Academic Affairs
 - a) Dr. Dones requesting letters from employers that have hired our graduates and our students to demonstrate the benefits of our baccalaureate program- no due date but as soon as possible
 - b) Approval of 2-hour infection control course and 30-hour Teaching methodology
 - c) Expanding the dental assisting program
- 5) Dental Hygiene Outcomes Assessment Class of 2020
 - a) Admissions Profile
 - i) 35 new students for Class of 2022
 - b) National Board Exam Outcome
 - i) Pending results due to delays and dates no being available
 - c) Dental Hygiene Clinical Examination Outcome (WREB & ADEX)
 - i) 100% since 4 students took the WREB and 4 passed
 - ii) 100% for ADEX
 - d) Class of 2020 Exit Survey Outcome
 - i) Dr. Dones suggested to add examples so students may know what type of scenario the question is referring to.
 - e) Bachelor completion program outcome
 - i) Low number of applicants in the previous years but starting Fall 2020 there was an increase having 30 accepted students
- 6) Discussion Items
 - a) Employment trends/ expectations for the graduates
 - i) Sam Hansen, Pacific Dental Services- For their company, there will be a trend in demand for RDH graduates. VP Aguiar stated having two cohort classes for the BSDH program would be great to fulfill demand. Hygiene in training- opportunity to get experiences to the environment while they wait to take their board exams.
 - ii) Andrea Rodriguez-Blanco, WLAC Career Connections Center- Andrea will contact each one of the attendees to explain how the center will benefit
 - b) Bachelor's degree completion program
 - i) 60% of educators will retire in 5 years
 - ii) Academic Senate is supporting health science programs to convert to baccalaureate programs.
 - c) Training needs and expectations for the graduates
 - i) Laser certification course and ITR certification



- ii) Implant care
- iii) Jasmine suggested panoramic experiences
- d) Resource for future needs (personnel, equipment, and supplies)
 - i) Aguiar suggested Typodonts implant type
 - ii) Jessica suggested more time in the perio department
 - iii) Haydee agreed with Pacific Dental Services in regards with Hygiene in training as many student's loss bedside manners
 - iv) Dr. Donald Sze, WLA VA lead dentist- help with medical emergency and offering Zoom/powerpoint presentation
 - v) Dr.Green reminded Lisa regarding creation of protocols to implant care
 - vi) Jasmine mentioned sterilizers need to be serviced
 - vii) There will no longer be student workers and there will be a need for manpower in the sterilizing room
 - viii) Aguiar mentioned COVID federal funding will be soon available; therefore, send in purchase requisitions
- e) Financial support for the students/ Student Equity
 - i) College President mentioned there will be virtual graduation for Class of 2021
 - ii) Pacific Dental Services, Sam Hansen, regarding scholarships they offer and will be partnering with Lisa
- f) COVID-19
 - i) Weekly testing for DH students
- 7) Meeting adjourned at 7:55 pm

Standard 2- Educational Programs

Exhibit 8- BSDH Program Application Packet



WEST LOS ANGELES COLLEGE
DEPARTMENT OF DENTAL HYGIENE
9000 Overland Avenue
Culver City, California 90230

INFORMATION AND INSTRUCTIONS FOR APPLICATION TO THE BACHELOR OF SCIENCE IN DENTAL HYGIENE PROGRAM

Application Due Date: Friday, March 5, 2021

West Los Angeles College Dental Hygiene Program Admission Committee welcomes candidates for the dental hygiene program for the admission of the fall 2021 cohort. The committee recommends that each applicant read the application instructions carefully. Please complete the following steps to submit the application packet.

STEP 1: Submit an online application to West Los Angeles College and Obtain Student I.D. #

If an applicant is not a *current* WLAC student (i.e., you have not been enrolled in classes within the past two semesters), the applicant must submit an online application to West Los Angeles College. Visit www.wlac.edu and click *Apply* in the upper right-hand corner. If the applicant does not have an active student status, make sure to apply for the current semester. Once logged into the applicant's CCCApply account, submit a new application to WLAC. *International students must also submit an I-20 application along with supporting documentation to WLAC. For more information, visit <http://international.wlac.edu/> or call 310-287-7283.*

STEP 2: Complete Prerequisites Courses

It is highly recommended that all prerequisites listed below are completed before applying. Applicants who have only **ONE prerequisite course in-progress** for Spring 2021 will be considered. *(For in-progress courses, applicants must submit a grade verification letter of midterm grade from the course instructor. Final grades for Spring in-progress courses must be submitted for accepted students by June 30, 2021.)*

The course plan must include the following dental hygiene prerequisite courses:

ANATOMY 001 - Intro to Human Anatomy w/Lab (4-5 units)	PSYCH 001 - General Psychology (3 units)
PHYSIOL 001 - Intro to Human Physiology w/Lab (4-5 units)	SOC 001 - Intro to Sociology (3 units)
CHEM 051 OR 060 OR 101 - Fundamentals of Chemistry w/Lab (4-5 units)	ANTHRO 102 - Cultural Anthropology (3 units)
CHEM 066 OR 221- Biochemistry w/Lab (4-5 units)	ENGLISH 103 - Critical Thinking (3 units)
MICRO 020 - General Microbiology w/Lab (4-5 units)	MATH 227 OR 227-S - Statistics (4 units)
COMM 101 - Public Speaking (3 units) - NOT interpersonal communication	

Also, complete other required general education courses for transfer certification (CSU or IGETC) - meet your college counselor for current requirements.

Other Requirements Notes:

- A minimum of 60 units of degree-applicable lower-division coursework is required
- An overall minimum 2.5 GPA for all courses taken

- Science prerequisites must be taken within seven years of applying to the program. The GPA must be a minimum of 3.0 in all science prerequisite courses (For the application year 2021, courses taken in Fall 2013 will be accepted).
- Science prerequisites must include a lab component.
- If Anatomy and Physiology are combined courses, the course must be over 8 – 10 units, and the lab components must be completed.
- All course work must be passed with a letter grade of “C” or better.
- All GE coursework must have been completed at a post-secondary institution accredited by an accreditation agency recognized by either the U.S. Dept. of Education or the Council of Postsecondary Accreditation.
- The following courses are not prerequisites, yet additional selection points will be awarded for the course completion.
 - o ALD HTH 033- Medical Terminology (3 units Credit Course)
 - o VOC ED 400 - Intro to Medical Terminology (0 unit/ non-credit course)
 - o VOC ED 403 - Law and Ethics in Health Professions (0 unit/ non-credit course)

STEP 3: WLAC Dental Hygiene Application Forms

***NEW 2021* All the document submission will be via electronically. No mails or walk-ins are accepted.**

Fill out the application form completely, and be sure to check each required document that you are submitting. The applicant’s signature indicates that the application is completed by the applicant and all information is accurate. Send both the application form and the checklist (initial next to packet content to confirm the item inclusion).

STEP 4: Order Official Transcripts

- One set of all **official** transcripts directly to:
 - WLAC Office of Admissions and Records
9000 Overland Ave
Culver City, CA 90230
Attn: Admissions & Records
 - No walk-in transcripts will be accepted by the Office of Admissions and Records; all transcripts must be sent college-to-college.
 - Retain and print the confirmation of all official transcripts sent directly from college-to-college for inclusion in the application packet.
- One set of all **OFFICIAL ELECTRONIC TRANSCRIPTS** to:
 - Dental Hygiene Program
WLAC-DentalHygiene@laccd.edu

****NOTE**:** The Dental Hygiene Office will accept unofficial transcripts from LACCD colleges ONLY. Please include a copy of the unofficial transcript in your packet.

All transcripts must be received by Friday, March 5th. No high school transcripts are required. Remember, for the prerequisite course in progress, and final transcripts must be submitted and received in the Health Sciences office by June 30th, 2021.

STEP 5: Verify IGETC/CSU Eligibility

If IGETC/CSU eligibility is not indicated on the applicant’s transcripts, submit proof of eligibility form signed by a counselor from the college you attend or the WLAC college.

STEP 6: Obtain Course Equivalency Verification (if applicable)

If the applicant attended another college/university (outside of the LACC District), please submit copies of course descriptions from the college/university attended and included in the application packet. DO NOT CUT and PASTE the descriptions into a Word document. The course descriptions must be from the college catalog.

STEP 7: Interview Form (provided with this packet)

The applicant needs to find a registered dental hygienist (RDH) who currently holds an active license in California. Conduct an interview remotely (via Zoom or a phone call) using the questions on the Interview Form. The interview form must be submitted with the application packet.

STEP 8: Verification of Dental Experience

If the applicant is licensed as RDA/RDAEF, provide a copy of the current license. If the applicant completed the courses on DBC approved 8-hour infection control, dental radiography, coronal polishing, pits and fissure sealants, or ultrasonic scaling, provide a copy of the certification. Use the verification of employment form included in the application and submit it with the employer's signature with a business stamp.

STEP 9: Personal Essay

Applicants are required to write a personal essay for the 2021 application. Please write your essay with the following topic.

Describe a problem you've solved or a problem you'd like to solve. It can be an intellectual challenge, a research query, an ethical dilemma—anything that is of personal importance, no matter the scale. Explain its significance to you and what steps you took or could be taken to identify a solution.

The essay must be more than 750 words (Typewritten, 12 fonts, 3 pages double spaced) and a maximum of 1000 words (Typewritten, 12 fonts, 4 pages double spaced). Longer essays will not be read.

STEP 10: Apply for Financial Aid

Complete your FAFSA online at www.fafsa.ed.gov. For more information or assistance, visit <http://www.wlac.edu/Financial-Aid/>. It is strongly recommended that all prospective students apply for FAFSA now, so that funds may be available should admission to the program be offered.

STEP 11: Submit the application packet ASAP

Submit the **completed** application packet as soon as possible. Applications are accepted from January 4, 2021 through March 5, 2021, by 4 p.m. Send ONE email with ALL the required documents (except official transcripts) attached to the Dental Hygiene Program: WLAC-DentalHygiene@laccd.edu. Subject line must include Last Name, First Name 2021 Dental Hygiene Application. Do not forward applications to other email addresses of staff members. Once an application is received, we will respond with confirmation as soon as possible. If confirmation email is not received within two weeks, please contact the Health Sciences Department.

**West Los Angeles College
Department of Dental Hygiene
9000 Overland Ave.
Culver City, CA 90230**

Application Packet Checklist

STUDENT NAME _____
STUDENT ID # _____

Date: _____

Your packet must contain items #1-7 and initial to confirm which items were included.. *Missing items invalidates the application

- _____ 1. Checklist form
- _____ 2. Application form filled out completely with a signature
- _____ 3. Printed confirmation of direct submission of ALL official transcripts to Dental Hygiene Program (or unofficial transcripts from LACCD colleges)
- _____ 4. Printed confirmation of direct submission of ALL official transcripts to WLAC Office of Admissions & Records
- _____ 5. Proof of CSU/IGETC Eligibility (indication on transcript or form signed by a college counselor)
- _____ 6. Interview Form
- _____ 7. Personal Essay
- _____ 8. Copies of Course Descriptions (If applicable)
- _____ 9. Verification letter of in-progress classes, (If applicable)
- _____ 10. Verification of employment form (If applicable)
- _____ 11. Verification of RDA or RDAEF License (If applicable)
- _____ 12. Verification of Ultrasonic Certification (If applicable)
- _____ 13. Verification of DBC Radiographic Safety Certification (If applicable)
- _____ 14. Verification of DBC approved 8 hour Infection Control Certification (If applicable)
- _____ 15. Verification of DBC approved Coronal Polishing Certification (If applicable)
- _____ 16. Verification of DBC approved Pit and Fissure Sealant Certification (If applicable)

FOR YOUR INFORMATION:

Please DO NOT call or email the Dental Hygiene Department to find out the status of your application (confirmation receipt will be sent via email within two weeks upon receipt of application. Acceptance letters are sent by mid-June. Incomplete application packets will not be reviewed. Completion of the admissions packet does not guarantee acceptance into the program.

Bachelor of Science in Dental Hygiene Admissions Application:

Due Date: First Friday of March. March 5, 2021, by 4 p.m.

You are urged to give careful consideration to each question on this form. This form must be completed in its entirety for consideration by the committee.

1. **LACCD STUDENT ID#** _____
2. **Name**

LASTFIRSTMIDDLE NAMEMAIDEN OR FORMER
3. **Home Phone** _____ **Cell Ph.** _____ **Work Ph.** _____
4. **E-mail Address** _____
5. **Mailing Address**

NUMBER & STREETCITYSTATEZIP
6. **Birthdate (mm/dd/yyyy)** _____ **Age** _____ **Sex** _____
7. **Race/Ethnicity Categories** (This information is used for accreditation statistical data and is optional.)
Check One:

☐ Hispanic or Latino (Any Race)
☐ White (Non-Hispanic or Latino)
☐ Native Hawaiian or Other Pacific Islander (Non-Hispanic or Latino)
☐ Unknown

☐ Black or African American (not Hispanic or Latino)
☐ Asian (not Hispanic or Latino)
☐ Two or more races (not Hispanic or Latino)
☐ Do not want to disclose
8. **Have you previously applied for admission to dental hygiene at WLAC?** Yes ☐ No ☐
If yes, what year(s) _____
9. **Have you previously been accepted or enrolled in any other Dental Hygiene program?**
Yes ☐ No ☐
What school? _____ (If yes, a letter is required from previous program director.)
10. **Please check all that apply:**

☐ Military Veteran
☐ EOP&S
☐ First generation college student

☐ Foster Youth
☐ CALWORKS
☐ International Student

☐ GAIN
☐ Trio
11. **General Education Plan Completed**

☐ IGETC Breadth

☐ CSU Breadth

Name of Student: _____ Student I.D. # _____

12. **Prerequisite Courses:** Indicate when and where each course was taken and semester or quarter unit value earned. **ALL** prerequisites must be accounted for as either **Complete** or **In-Progress (IP)** during the **Spring** semester. All the science pre-requisite courses must be within SEVEN years. The GPA for the science pre-requisite courses must be 3.0 or higher. In-progress course, submit the grade verification letter of midterm grade from the course instructor. If the course name and number are different, attach a copy of the course description from the college catalog.

Non-Science Pre-requisite Courses (Enter the BEST grade that matches with the course)

WLAC Course Name and Number	College	Course Name & Number (If Different)	Units (list number of units and check the box for Semester or Quarter)	Grade	Semester and Year Completed or I/P for In-progress	Office use only
English 103 (Critical Thinking)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Math 227 (Statistics)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Psychology 1			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Anthropology 102 (Cultural Anthropology)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Sociology 1			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Communication Studies 101 (Public Speaking)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			

Name of Student: _____ Student I.D. # _____

Science Pre-requisite Courses: (Enter the BEST grade that matches with the course. For example, if the applicant took the advanced chemistry course and it is a better grade than the basic chemistry course, enter the better grade course as long the course was taken within the past SEVEN years.)

WLAC Course Name and Number	College	Course Name and Number (If Different)	Units	Grade	Semester and Year Completed (or I/P for In-progress)	Office use only
Physiology 1 (with lab)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Chemistry 51 or 60 or 101 (with lab)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Microbiology 020 (with lab)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Anatomy I (with lab)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			
Biochemistry (066 or 221) (with lab)			# _____ <input type="checkbox"/> Sem <input type="checkbox"/> Quar			

13. List **ALL COLLEGES/Universities** you have attended; list most recent first. Enter the Grade Point Average (GPA) information for each college attended. This is located on the college transcript. (If additional space needed, copy this page.)

College(s)	Dates Attended	Units Completed Enter # of units in the appropriate column		GPA	Degree AS/AA BS/BA/ MS/MA	Major	Year Completed	Office use only
		Semester	Quarter					

Name of Student: _____ Student I.D. # _____

14. Dental Work Experience: Must be verified with work experience form.

Employer	Position Held	Dates of Employment

- ☐ California Registered Dental Assistant (RDA) # _____
- ☐ California R.D.A. Extended Functions (RDAEF)# _____
- ☐ Ultrasonic Certificate (attach copy of certificate)
- ☐ DBC approved Radiation Certificate (attach copy of certificate)
- ☐ DBC approved Infection Control (attach copy of certificate)
- ☐ DBC approved Coronal Polishing (attach copy of certificate)

15. Additional Courses Taken

Course	College	Course #	Units	Grade	Year Completed
Medical Terminology ALD HTH 033					
Intro to Medical Terminology VOC ED 400					
Law and Ethics in Health Professions VOC ED 403					

16. Indicate how many credit and non-credit courses you have taken at West Los Angeles College ONLY:

APPLICATION AGREEMENT

BEFORE Signing the Application Agreement Form, please carefully read the following:

Responsibility

- In addition to the \$46 per unit enrollment fee, there is an additional \$84 fee per unit for upper-division coursework, bringing the total cost per unit to **\$130** for California resident students. For a complete list of student fees, including non-resident, international, health fees, Associated Student Organization (ASO) and parking, please refer to the college catalog.
- Students will also need to purchase a professional instrument kit, textbooks, professional dues, malpractice insurance, uniforms, and other supplies as needed, at an approximate cost of \$10,000 for the first year and \$5,000 for the second year. Payment for these items is due before the start of classes each year. Please note, refunds for equipment and instruments will not be issued after the first two weeks of the purchase.
- Upon successful acceptance into the program, the accepted students will be invited to orientations and preparation workshops during June, July, and August (Dates TBD). The attendance of the orientation sessions is mandatory and students will be expected to be available during June, July, and August.

Complete Application

- The application packet needs to be legible and organized in order to be considered complete. Incomplete applications will not be reviewed.
- Please do not leave any space blank in the application form. If not applicable, indicate N/A.
- The application must be submitted electronically to WLAC-DentalHygiene@laccd.edu.
 1. Application Form
 2. Application Packet Checklist
 3. Interview Report
 4. Personal Essay
 5. Work Experience Form
 6. Copies of Certificates and Licenses
 7. Copy of course descriptions if the course name and numbers are different. Submit the exact copy from the college catalog or website. Do not Cut and Paste the text into a Word document.
 8. Printed confirmation that official electronic transcripts were sent to the Health Sciences Department. The Dental Hygiene Office will accept unofficial transcripts from LACCD colleges ONLY. Please include a copy of the unofficial transcript in your packet.
 9. Printed confirmation that a second copy of official transcripts was sent directly to the WLAC Admissions Office
- Send **ONE email with ALL the required documents** (except official transcripts) attached to the Dental Hygiene Program: WLAC-DentalHygiene@laccd.edu. **DO NOT submit screenshots, documents must be in PDF format.** Subject line must include Last Name, First Name 2021 Dental Hygiene Application. Do not forward applications to other email addresses of staff members. Once an application is received, we will respond with confirmation as soon as possible. If confirmation email is not received within two weeks, please contact the Health Sciences Department.

Dishonesty

In accordance with LACCD Board Rule and Regulations, 9803.12, **DISHONESTY** is prohibited and will not be tolerated. Dishonesty, such as cheating, or knowingly furnishing false information to the college will result in

suspending the application. The applicant will be ineligible to apply to the WLAC Dental Hygiene Program in future years.

By signing below, I verify that the information contained in my application packet is accurate and completed to the best of my ability and honesty.

Student Name (Print): _____

LACCD Student # _____

SIGNATURE


DATE

INTERVIEW OF RDH

As part of your Dental Hygiene Application requirement, you are required to interview a Registered Dental Hygienist (RDH). Please conduct the interview remotely via Zoom or a phone call. For the interview, the applicant will type up a report addressing the questions listed below. The interview report must be typed, concise, and organized.

Interview Questions:

- 1. Full Name of an RDH and State License #*
- 2. What is your main job as an RDH (Clinical, Corporate, Public Health, Education, Research, Administration, and Other)? Please describe a typical day at work as an RDH.*
- 3. Why did you choose to become a Dental Hygienist? When did you decide this?*
- 4. How do you feel about working with children? The elderly? Disabled people?*
- 5. What do you like the most about being a hygienist?*
- 6. Is there anything about your profession that you don't like?*
- 7. How much training have you had, and do you feel you received good training?*
- 8. Do you work full or part-time? Do you consider your hours to be flexible?*
- 9. How was your experience in your first Dental Hygiene Job?*
- 10. How is the labor market? Was it easy or difficult to find a dental hygiene job?*
- 11. What advice would you give to someone who wants to become a Dental Hygienist?*
- 12. With the COVID-19 pandemic, how has the dental hygiene field changed?*

	West Los Angeles College 9000 Overland Avenue Culver City, CA 90230 Email: WLAC-DentalHygiene@laccd.edu
VERIFICATION OF EMPLOYMENT	
Part I. Applicant Information – To be completed by applicant	
Name: _____ Position Held: _____ Student ID#: _____ Signature of Applicant: _____ Date: _____	
Part II. Employer Verification – To be completed by supervisor or personnel officer.	
<p>The individual named above is applying for the Dental Hygiene Program in West Los Angeles College. Please verify the employment status for this individual:</p> <p>Dental Office Name: _____</p> <p>Dental Office Address: _____</p> <p>Telephone: _____</p> <p>Applicant's Position in Dental Office:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Position without Compensation (Volunteer) <input type="checkbox"/> Dental Assistant <input type="checkbox"/> Front Office <input type="checkbox"/> RDA <input type="checkbox"/> RDAEF <p>Dates Position was held: ____/____/____ to ____/____/____</p> <p>Have any disciplinary actions been taken against this applicant by an immediate supervisor or by higher authorities? ____Yes ____No</p> <p>Describe duties performed:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
Part III: Signature– To be completed by supervisor or personnel officer.	
Authorized Signature: _____ Date: _____ Printed Name: _____ Office Stamp: _____ Title: _____	

West Los Angeles College

BSDH Admissions Ranking Sheet

Department of Dental Hygiene

Fall 2021 - Class of 2023

Name of Applicant: _____

Student ID Number: _____

A. GENERAL PREREQUISITE COURSES (Maximum of 150 Points - must have 2.5 GPA - 75 points) <i>must be 3 unit course</i>						
Course	Units	Grade	Points		Point Allocation	
English(Critical Thinking)	3				A	25
Cultural Anthropology	3				B	15
Psychology	3				C	10
Sociology	3					
Speech	3					
Statistics	3					
B. SCIENCE PREREQUISITE COURSES (Maximum of 250 Points - must have 3.0 GPA - 200 points) <i>must be 4 or 5 unit course with lab</i>						
Course	Units	Grade	Points		Point Allocation	
Anatomy	4 or 5			**Must have B average**	A	20
Biochemistry	4 or 5				B	15
Chemistry	4 or 5				C	10
Microbiology	4 or 5					
Physiology	4 or 5					
C. ADDITIONAL CREDIT COURSES (Maximum of 20 Additional Points) - not required						
Course	Units	Grade	Points		Point Allocation	
Medical Terminology	3				A	20
					B	15
					C	10
D. ADDITIONAL Non-Credit COURSES (Maximum of 20 Additional Points) - not required						
Course	Units	Grade	Points			
Voc Ed 400-Med. Term.	0	P/NP			10 points each	
Voc Ed 403- Law & Ethics	0	P/NP			10 points each	
E. OVERALL GRADE POINT AVERAGE (Maximum of 50 Points) circle G.P.A.						
	4.0=50	3.6=42	3.2=34	2.8=26	2.4=14	
	3.9=48	3.5=40	3.1=32	2.7=24	2.3=8	
	3.8=46	3.4=38	3.0=30	2.6=22	2.2=2	
	3.7=44	3.3=36	2.9=28	2.5=20		
F. DENTAL EXPERIENCE (Maximum of 50 Additional Points) Verification Letter Circle Experience						
Employment	Points	Employment	Points			
Volunteer Only or up to 1 Year	10	More than 4 years	50			
1 to 2 years	20					
2 to 3 years	30					
3 to 4 years	40					
G. DENTAL LICENSES OR CERTIFICATES (Maximum of 170 Additional Points)						
License or Certificate	Points	License or Certificate	Points			
RDAEF License	50	Ultrasonic Certificate	10			
RDA License	40	Radiation Certificate	10			
WLAC Dental Assisting Graduate	30	Coronal Polishing	10			
Pit & Fissure Certificate	10	Infection Control Certificate	10			
H. DEGREES EARNED (10 Points)						
A.A. or A.S. or above degree						
I. IGETC or CSU Transfer Eligibility (Maximum of 10 points) - Circle One						
Complete/Fully Eligible (10)				Pending (5)		Not Complete (0)
J. RDH Interview Complete Yes No (10 points)						
K. Personal Essay (Maximum of 30 points)				Use Rubric		
L. Courses taken at WLAC (Credit and Non-Credit) (Maximum of 20 points)						
Number of Courses	Points	Number of Courses	Points			
12 or more	20	5 or more	10			
10 or more	10	More than 1/Less than 5	5			
TOTAL POINTS POSSIBLE (Maximum 790 points)						
Date:	FIRST REVIEWER NAME:					
Date:	SECOND REVIEWER NAME:					
Date:	THIRD REVIEWER NAME:					

West Los Angeles College

Department of Dental Hygiene

Name of Applicant: _____

BSDH Admissions Ranking Sheet

Fall 2021 - Class of 2023

Student ID Number: _____

General Prerequisite Courses: 150 points = 19%

Science Prerequisite Courses: 250 points = 32%

Additional Credit Courses: 20 points = 3%

Additional Non-Credit Courses: 20 points = 3%

Overall GPA: 50 points = 6%

Dental Experience: 50 points = 6%

Dental Licenses/Certificates: 170 points = 21%

Degrees: 10 points = 1%

IGETC or CSU transfer: 10 points = 1%

RDH Interview: 10 points = 1%

Personal Essay: 30 points = 4%

Courses taken at WLAC: 20 points = 3%

TOTAL: 790 points

Exhibit 10: Free Clinic Simi Valley Dental Clinic Contract

DocuSign Envelope ID: EE1C315F-D897-4BF6-B9CA-AA669CBEBED5
 **LOS ANGELES COMMUNITY COLLEGE DISTRICT**
770 Wilshire Boulevard
Los Angeles, CA 90017

Bill To:
West Los Angeles College
Business Office
9000 Overland Avenue
Culver City, CA 90230

Vendor Address

FREE CLINIC OF SIMI VALLEY
DENTAL CLINIC
1725 DEODORA STREET
SIMI VALLEY CA 93065
(T)(805)577-7482

Service(s) To:
West Los Angeles College
9000 Overland Avenue
Culver City, CA 90230
(310)-287-4200

Change to Contract

Information

Contract Number 4500288695
Contract Amount \$ 0.00
Order Date 04/20/2021
Vendor Number 1013936
Payment Terms Payment Due Net 30 days
Requestor/Phone
Confirmed with OLGA LAFLITTO
Start date 05/01/2021
End date 04/30/2026

Contract # must be referenced on all correspondence.

Fund Center Comm Item Fund Center Comm Item

Page 1 of 8

STUDENT INTERN AGREEMENT DENTAL HYGIENE PROGRAM

PARTIES:

LOS ANGELES COMMUNITY COLLEGE DISTRICT
("District")
By WEST LOS ANGELES COLLEGE
9000 OVERLAND
CULVER CITY, CA 90230
Attn: LISA KAMIBAYASHI 310-287-4457
("College")

By WEST LOS ANGELES COLLEGE
1725 DEODORA STREET
SIMI VALLEY, CA 93065
("Health Facility")

DATE:

04/20/2021

TERM:

PERIOD: 5/1/2021 - 04/30/2026

PROGRAM:

Dental Hygiene Program
("Program")

OS
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RECITALS

WHEREAS, College provides in its curriculum programs for the education of Dental Hygiene Program students, and

WHEREAS, the above Health Facility is willing under certain conditions to allow the District to utilize its facilities for technical training of students enrolled in the Dental Hygiene Program of the College



("Students"); and

WHEREAS, the District is willing to provide qualified instructors for the Students, hereinafter referred to as the Instructors;

NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter contained, the parties hereto agree as follows:

AGREEMENT

1. **PURPOSE OF AGREEMENT.** The purpose of this cooperative agreement is to establish the terms and conditions under which Students under the educational supervision of their Instructors, may participate in Dental Hygiene training at the Health Facility.
2. **PERIOD OF AGREEMENT.** This cooperative agreement shall be effective during the dates set forth above, inclusive, subject to termination by either party in accordance with the provisions for termination set forth herein.
3. **DUTIES OF THE DISTRICT.**

The District shall:

- (a) Provide Students enrolled in the Program at the College with instruction at the facilities of the Health Facility;
- (b) Test, select, and provide guidance and counseling to all such Students;
- (c) Provide all supervision and instruction required in the Program unless in specific instances other provisions are made which are in compliance with Section 58050 et. seq. of the California Code of Regulations and which are mutually satisfactory to the District and the Health Facility; and
- (d) Meet with Health Facility staff on a periodic basis for the purpose of planning, administering and evaluating Student participation in the Program.

4. **DUTIES OF THE HEALTH FACILITY.**

The Health Facility shall:

- (a) Provide technical training experiences and observational educational opportunities as mutually determined in consultation with College representatives;
- (b) Approve the number of Students assigned to the Health Facility pursuant to this agreement;
- (c) Provide orientation for Instructors and Students;
- (d) Be responsible for informing assigned Students and Instructors that they are to comply with all rules and regulations of the Health Facility, including:



- 1.) Recognition of the confidential nature of patient, employee and Health Facility information; and
- 2.) Conformance to the Health Facility's dress code for their assigned areas.
- (e) Provide the following as needed to implement the objectives of this agreement:
 - 1.) Adequate classroom and conference room space;
 - 2.) Office and/or desk space for Instructors;
 - 3.) Locker facilities for Instructors and Students; and
 - 4.) Use of parking and cafeteria facilities of the Health Facility by Instructors and Students at their own expense; and
- (f) Retain full authority for patient management and care throughout the term of this agreement.
5. **STUDENT RECORDS.** All written records generated by the Health Facility regarding any Student working on the premises of the Health Facility will be considered student records in accordance with California Education Code Section 76210, and will be shared immediately upon creation with the District's Representative.
6. **HEALTH FACILITY STAFFING.** The Health Facility shall not decrease the normal number of its staff as a result of this agreement.
7. **STUDENT ASSIGNMENTS.** The District shall plan the days and hours of training for Students in consultation with the Health Facility. All assignments shall be subject to approval by the Health Facility.
8. **STATUS OF STUDENTS, INSTRUCTORS, AND THE HEALTH FACILITY.** While on the premises of facilities owned by the Health Facility during the hours in which they are assigned to the Program, Students and Instructors of the District shall be considered licensees for the limited purposes expressed in this agreement, and shall not be deemed employees of the Health Facility.

Instructors and Students shall comply with all applicable laws, and be subject to the rules and regulations of the Health Facility.

The Students assigned to the Health Facility for clinical and/or observational experiences are responsible to the Health Facility's managers. The Health Facility, at all times, shall retain full authority for patient care management and related services.

The Health Facility shall retain the right, in its sole discretion, to exclude any individual at any time, from any clinical area. Students and Instructors of the District shall, promptly and without protest, leave a clinical area whenever they are requested to do so by an authorized representative of the Health Facility.

Neither party to this agreement shall be obligated to pay any monetary compensation to the other or to any Student. No Student or Instructor of the District shall in any way participate in patient billing, nor shall any patient of the Health Facility be billed any additional fee for services provided



by Students or Instructors of the District participating in the Program.

9. **HEALTH CERTIFICATION OF STUDENTS.** The District shall furnish the Health Facility with such evidence as the Health Facility may require in order to assure itself that each Student assigned for training hereunder is physically fit and is effectively immunized against all diseases designated by the Health Facility.
10. **MEDICAL AID.** The Health Facility shall provide emergency treatment as needed to Students and Instructors of the District at published rates according to Health Facility guidelines.
11. **STUDENT DISCIPLINE AND DISCONTINUANCE OF STUDENT ASSIGNMENTS.** The President of the College, or designee, hereinafter referred to as the District's Representative, shall be notified immediately of any problems regarding technical performance or behavior of any Student assigned to the Health Facility. The District and the Health Facility shall address any and all such problems mutually and expediently. The District may discipline or discontinue the assignment of any Student at any time during the period of this agreement in accord with established District rules and regulations, including but not limited to Article VIII of Chapter IX of the Board Rules. After advising the District in writing of the reason for its request, the Health Facility may at any time require the discontinuance of the assignment of a Student.

12. DISTRICT INSURANCE REQUIREMENTS.

The District shall secure and maintain no less insurance than set forth below, or self-insurance, adequate to protect it from claims which may arise from the performance of this agreement:

- (a) Workers' Compensation Insurance in accordance with the provisions of California Education Code Section 78249, adequate to protect the District from claims under Workers' Compensation Acts;
- (b) Comprehensive General Liability Insurance with a combined single limit of not less than One Million Dollars (\$1,000,000);
- (c) Malpractice Liability Insurance for its Instructors and Students in an amount not less than One Million Dollars (\$1,000,000) per incident.

These insurance policies shall provide that the insurance company will not cancel or materially modify the District's policies without giving the Health Facility thirty (30) days advance written notice.

Upon request, the District shall furnish Certificates of Insurance to the Health Facility verifying the insurance described above, and an Endorsement naming the Health Facility as an additional insured with respect to the Comprehensive General Liability Insurance Policy.

13. HEALTH FACILITY INSURANCE REQUIREMENTS.

The Health Facility shall secure and maintain no less insurance than set forth below, adequate to protect it from claims which may arise from the performance of this agreement:

- (a) Comprehensive General Liability Insurance (including Bodily Injury Liability, Property Damage



Liability, and Contractual Liability) with a combined single limit of not less than One Million Dollars (\$1,000,000);

- (b) Malpractice Liability Insurance for its health care professionals in an amount not less than One Million Dollars (\$1,000,000) per incident without annual aggregate limitation; and
- (c) Worker's Compensation Insurance adequate to protect the Health Facility from claims for personal injury, including death, and damage to property, which may arise from operations under this agreement.

These insurance policies shall provide that the insurance company will not cancel or materially modify the Health Facility's policies without giving the District thirty (30) days advance written notice.

Upon request, the Health Facility shall furnish Certificates of Insurance to the District verifying the insurance described above, and an Endorsement naming the District as an additional insured with respect to the Comprehensive General Liability Insurance Policy.

14. **INDEMNIFICATION.** The District shall hold harmless, defend, and indemnify the Health Facility and its officers, employees, agents, and representatives from and against all liability, claims, loss, cost, and obligations on account of or arising from the negligent acts or omissions of the District or persons acting on behalf of the District, however caused, in the performance of the services pursuant to this agreement.

The Health Facility shall hold harmless, defend, and indemnify the District, its Board of Trustees, officers, employees, Instructors, Students, and representatives from and against all liability, claims, loss, cost, and obligations on account of or arising from the negligent acts or omissions of the Health Facility or persons acting on behalf of the Health Facility, however caused, in the performance of the services pursuant to this agreement.

15. **NONDISCRIMINATION.** Neither party hereto shall discriminate against any person in its hiring, employment practice or operation because of sex, race, religious creed, color, ancestry, national origin, physical disability, mental disability, medical condition, marital status, or sexual orientation, except as provided for in section 12940 of the Government Code. The Health Facility shall comply with applicable federal and California anti-discrimination laws, including but not limited to the California Fair Employment and Housing Act, beginning with Section 12900 of the California Government Code. The Health Facility agrees to require compliance with this nondiscrimination policy by all subcontractors employed in connection with this agreement.

16. **GOVERNING LAW.** This agreement shall be deemed to have been executed and delivered within the State of California, and the rights and obligations of the parties hereunder, and any action arising from or relating to this agreement, shall be construed and enforced in accordance with, and governed by, the laws of the State of California or United States law, without giving effect to conflict of laws principles. Any action or proceeding arising out of or relating to this agreement shall be brought in the county of Los Angeles, State of California, and each party hereto irrevocably consents to such jurisdiction and venue, and waives any claim of inconvenient forum.

17. **ASSIGNMENT.** Neither party shall assign this agreement or any part thereof without the written consent of the other party.



18. **TERMINATION.** This agreement may be terminated by either party, upon material breach or for any other reason, effective with the end of an academic year upon three (3) months' advance written notice to the other party. Termination by the Health Facility, however, shall not be effective against any Student who was participating in the Program at the date of mailing of said notice by the Health Facility until such Student has completed the Program for the current academic year. In addition, this agreement may be subject to termination as provided in Section 24.
19. **AMENDMENT.** This agreement is the entire agreement between the parties as to its subject matter and supersedes all prior or contemporaneous understandings, negotiations, or agreements between the parties, whether written or oral, with respect thereto. This agreement may be amended only in a writing signed by both parties.
20. **EQUAL OPPORTUNITY EMPLOYER.** Health Facility, in the execution of this agreement, certifies that it is an equal employment opportunity employer.
21. **ATTORNEYS' FEES AND COSTS.** If either party shall bring any action or proceeding against the other party arising from or relating to this agreement, each party shall bear its own attorneys' fees and costs, regardless of which party prevails.
22. **BOARD AUTHORIZATION.** The effectiveness of this agreement is expressly conditioned upon approval by the District's Board of Trustees.
23. **SEVERABILITY.** The Health Facility and the District agree that if any part, term, or provision of this agreement is found to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect other parts, terms, or provisions of this agreement, which shall be given effect without the portion held invalid, illegal, or unenforceable, and to that extent the parts, terms, and provisions of this agreement are severable.
24. **TERMINATION FOR NON-APPROPRIATION OF FUNDS.** If the term of this agreement extends into fiscal years subsequent to that in which it is approved, such continuation of the agreement is contingent on the appropriation and availability of funds for such purpose, as determined in good faith by the District. If funds to effect such continued purpose are not appropriated or available as determined in good faith by the District, this agreement shall automatically terminate and the District shall be relieved of any further obligation.
25. **COMPLIANCE WITH LAW.** Clinical Facility, at its expense, shall comply with all applicable federal, state and local laws, ordinances, regulations, rules and orders.
26. **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT.** Vendor, its employees, agents or representatives may be provided access to Student Information during its performance of this Agreement. Vendor acknowledges that it is subject to and will fully comply with the privacy regulations outlined in the Family Educational Rights and Privacy Act, 20 U.S. C. SS 1232g; 34 C.F. R. Part 99, as amended (FERPA), for the handling of such information. Company will not disclose or use any Student Information except to the extent necessary to carry out its obligations under this Agreement and as permitted expressly by FERPA. Company shall implement and maintain administrative, physical and technical safeguards (Safeguards), at its expense, that prevent any collection, use or disclosure of, or access to, Student Information that this agreement does not expressly authorize, including without limitation, an information security program and/or



protocols that meet the standards of industry practice to safeguard such Student Information.

27. **REMOTE OR TELEHEALTH OPTION.** Upon mutual agreement of the Parties, Facility may offer students the opportunity to complete their clinical placement via remote or telehealth options. If students will be physically located at the Facility to conduct telehealth or remote activities, Facility shall ensure appropriate safeguards are taken, including but not limited to the provision of PPE as specified in this Agreement.
28. **PROTECTIVE CLOTHING AND PROTECTIVE EQUIPMENT ("PPE").** Contractor shall ensure that its employees and student interns have all the necessary protective clothing and protective equipment to safely perform the work required under this Agreement. Such equipment may include, but is not necessarily limited to: respiratory protection equipment, goggles, face shields, special clothing, and other similar personal protective equipment. **UNLESS EXPRESSLY STATED OTHERWISE IN THIS CONTRACT, PROVISION OF ALL NECESSARY PROTECTIVE CLOTHING AND PROTECTIVE EQUIPMENT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.** Employees and student interns shall be instructed on the proper application, use and handling of such protective clothing and equipment. Moreover, Contractor agrees that it will enforce, when appropriate and feasible, the required social distancing guidelines set forth by the Federal, State and Local agencies in the performance of this Agreement.
29. **CDC Clause - External Instructional Activity/Apprentice/Field Work Clause** DS
FB
 Vendor/Contractor and its Subcontractors shall comply with all applicable state, local, and municipal health orders. In addition, in accordance with the Centers for Disease Control and Prevention Considerations for Institutions of Higher Education, Vendor/Contractor and its Subcontractors shall at all times endeavor to comply with the following:
- Recommend and reinforce use of cloth face coverings by Vendor/Contractor, Subcontractor and LACCD students.
 - During classroom activity, assure that LACCD students shall remain spaced at least 6 feet apart, or be accommodated through staggered/rotated scheduling to accommodate smaller class sizes, and otherwise provide adequate distance between individuals engaged in field/on-site experiential learning opportunities (e.g., labs, vocational skill building activities).
 - Ensure adequate supplies to minimize sharing of high-touch materials to the extent possible (e.g., assigning each student their own art supplies, lab equipment, computers, tools) or limit use of supplies and equipment by one group of students at a time and clean and disinfect between use, and avoid sharing electronic devices, books, pens, and other learning aids.
 - Support healthy hygiene behaviors by providing adequate supplies, including soap, hand sanitizer containing at least 60 percent alcohol, paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible), and no-touch/foot pedal trash cans both at classroom and field/on-site experiential learning when feasible.
 - Consistent with applicable law and privacy policies, Vendor/Contractor, Subcontractor and LACCD students must report to LACCD if they have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days in accordance any applicable federal and state privacy and confidentiality laws, such as the Family Educational Rights and Privacy Act (FERPA).
 - Communicate to LACCD students that they should not come to the classroom or field/on-site experiential learning site if they are sick, and should notify LACCD if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case



LOS ANGELES COMMUNITY COLLEGE DISTRICT
 770 Wilshire Boulevard
 Los Angeles, CA 90017

Contract No.
 4500288695

Page 8 of 8

30. Vendor hereby warrants that the products and services to be provided under this Agreement will comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794d) and its implementing regulations set forth at Title 36, Code of Federal Regulations, parts 1193 and 1194. Vendor agrees to test and validate its product, and any related website or online content it produces, with sufficient regularity in order to ensure the product and associated content meet conformance with all applicable Revised 508 Standards and Web Content Accessibility Guidelines (WCAG) 2.1 Level AA standards (see <https://www.w3.org/TR/WCAG21/>), in accordance with the required testing methods. The vendor shall maintain and retain full documentation of the measures taken to ensure compliance with the applicable requirements stated above, including records of any testing or demonstrations conducted. Vendor shall provide the District with copies of all Accessibility Conformance Reports (ACR) and Supplemental Accessibility Conformity Reports (SACR) that are produced related to the product or service. Further, Vendor agrees to promptly respond to and fully resolve any complaint regarding accessibility of its products or services which is brought to its attention. All resolutions provided by the vendor in response to complaints regarding information and communications technology (ICT) accessibility of its product(s) shall meet conformance with established WCAG 2.1 Level AA requirements. Vendor further agrees to indemnify and hold harmless the Los Angeles Community College District, including any of its nine colleges using the vendor's products or services from any claim arising out of its failure to comply with the aforesaid requirements. Failure to comply with these requirements shall constitute a breach and be grounds termination of this Agreement. Throughout the life of the agreement, the District reserves the right to independently perform any necessary testing on vendor's product or service to verify conformance or any representation of conformance made by the vendor with this section.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their duly authorized representatives on the day and year first above written.

HEALTH FACILITY
 FREE CLINIC OF SIMI VALLEY
 1725 DEODORA STREET
 SIMI VALLEY, CA 93065

By: Fred Bauermeister

Name: Fred Bauermeister

Title: Executive Director

Date: 5/27/2021 | 11:53:56 AM PDT

DISTRICT

LOS ANGELES COMMUNITY COLLEGE DISTRICT
 By: THE BOARD OF TRUSTEES OF THE LOS ANGELES COMMUNITY COLLEGE DISTRICT

By: Silvia Barajas

Date: 5/27/2021 | 12:52:50 PM PDT

Silvia Barajas, Vice President of Administrative Services
 West Los Angeles College RFC 10056304

*** Text changed ***

Certificate Of Completion

Envelope Id: EE1C315FD89748F689CAA669CBEBED5
 Subject: Please DocuSign: CO 4500288695 Free Clinic of Simi Valley.pdf
 Source Envelope:
 Document Pages: 8
 Certificate Pages: 5
 AutoNav: Enabled
 Envelope Stamping: Enabled
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator:
 Luci-Ellen Chun
 770 Wilshire Blvd
 Los Angeles, CA 90017
 CHUNLM@LACCD.EDU
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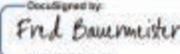
Holder: Luci-Ellen Chun
 CHUNLM@LACCD.EDU

Location: DocuSign

Signer Events

Fred Bauermeister
 fred@freedclinicsv.com
 Executive Director
 Security Level: Email, Account Authentication
 (None), Access Code

Signature

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 0A30595073A340A

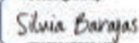
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Silvia Barajas
 BARAJAS2@LACCD.EDU
 Vice President, Administrative Services
 LACCD
 Security Level: Email, Account Authentication
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In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp**

Lisa Kamibayashi
 kamibaLT@laccd.edu
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Los Angeles Community College District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Exhibit 11: Clinic Rotation Schedule

	Tuesday	Thursday	Friday	Saturday
Morning Clinic	<p>5 students at Simi Valley Clinic</p> <p>5 students at Venice UCLA Dental Clinic</p> <p>5 students at VALA clinic</p> <p>5 students at WLAC clinic</p>	<p>5 students at VA Sepulveda</p> <p>5 students at VA 500</p> <p>5 students at UCLA/ AEGD</p> <p>5 students at WLAC</p>	<p>5 students at Southbay Clinic</p> <p>5 students at Simi Valley Clinic</p> <p>5 students at Venice UCLA clinic</p> <p>10 students at UCLA Main Campus</p> <p>5 students at VALA clinic</p>	<p>10 students at WLA clinic</p>
Afternoon Clinic	<p>5 students at Simi Valley Clinic</p> <p>5 students at Venice UCLA Dental Clinic</p> <p>5 students at VALA clinic</p> <p>5 students at WLAC clinic</p>	<p>5 students at VA sepulveda</p> <p>5 students at VA 500</p> <p>5 students at UCLA/AEGD</p> <p>5 students at WLAC</p>	<p>5 students at Southbay Clinic</p> <p>5 students at Simi Valley Clinic</p> <p>5 students at Venice UCLA clinic</p> <p>10 students at UCLA main campus</p> <p>5 students at VALA clinic</p>	<p>10 students at WLA clinic</p>
Evening Clinic	<p>10 students at WLA clinic</p> <p>5 at UCLA clinic</p>	<p>10 students at WLA clinic</p> <p>5 student UCLA clinic</p>		

Exhibit 12: Faculty Biosketch/Simi Valley Dental Clinic

EXHIBIT**Commission on Dental Accreditation
BioSketch**

**Do not attach Curriculum Vitae.
Print or Type Only**

Sara Coppola, RDHAP, MSDH

Current Institution: West Los Angeles College

Address: 9000 Overland Ave.

City, State, Zip: Culver City, CA 90230

Phone: 310-287-7277

EDUCATIONAL BACKGROUND (Begin with a new line)

Name of School, City, and State	Yr of Grad.	Certificate or Degree	Area of Study
California State University Northridge, CA	1984	B.S.	Biology
University of Michigan, Ann Arbor, MI	2015	Master's	Dental Hygiene

LICENSURE & CREDENTIALING (Do not include license number)

State License (if applicable)	From (Year)	To (Year)
DDS:		
CDA		
RDH: California RDHAP: California	1988 2013	Present Present

CDT		
CPR	1986	Current

SELECT RELATED CE COURSES (most recent)

Course Title	Course Content and Provider	Month and Year
RDH Vaccinator: Learn How to Become a SupreHero In the Fight Against Covid-19	Informational lecture on the "how to's" of becoming certified to vaccinate for both Covie-19 and Flu. RDH have been released to aid in the vaccination process CDHA	5/2021
I'm a pulp stone kid: A modern Approach to nutrition and oral health	Information on nutrition and oral health. Adolescent nutrition as is effects the oral cavity CDHA	5/2021
I Didn't Know That: Infection Control for Dental Hygiene Schools -2020 and Beyond	Infection control updates and modifications to curriculum and clinic safety measures	1/30/2021
Food for Thought: The Relationship Between Oral Health and Nutrition	Diet effects on oral hygiene and systemic conditions and counseling patients	5/21/2021
Night at the Rounds Pain Management	Round house discussion on pain management methodologies	5/20/2021

TEACHING APPOINTMENTS (Begin with current)

Name of Institution, City and State	Appointm ent Title	Specify Full-Time/ Part- Time/ Adjunct/ Clinical/ Didactic/ Content Areas Taught	From (Year)	To (Year)
--	-------------------------------	---	------------------------	----------------------

West Los Angeles College, Culver City, CA	Full Time	Full Time: Didactic and Clinical Preventive Dentistry Dental Morphology	2016	Current
Pasadena City College, Pasadena, CA	Adjunct	Clinical	2013	2015

CURRENT TEACHING RESPONSIBILITIES

Name of Institution, City, State	Course Number and Title	Discipline and Level of Students (Year)	Total Contact Hours Per Year	
			Didactic	Clinic/Laboratory
West Los Angeles College, Culver City, CA	Dental Hygiene 355; Preventive Dentistry	Dental Hygiene; Junior Class	Didactic DH355	82
	Dental Hygiene 314; Morphology		DH314	72
	Dental Hygiene 327; Pain Control Lab		DH 327 Lab	
West Los Angeles College, Culver City, CA	Dental Hygiene 451; Clinical	Dental Hygiene; Senior Class	Clinical	672

SELECT RELATED EDUCATION METHODOLOGY COURSES (most recent)

Course Title	Course Content and Provider	Month and Year
Understanding the New AAP of Periodontal Classification	Understanding staging and grading of periodontal disease as it pertains to the 4 P. and ADPIE:	5/7/2020
Instrumentation calibration	PE form improvement and criteria for instrumentation or any other procedures: WLAC	5/15/2021
Faculty Calibration	Periodontitis: Workshop on the Classification of Periodontal and Peri-Implant Diseases and Conditions	3/15/2021
How to choose the best interdental cleaning tool for your patients	Relevant topic on creating personal homecare hygiene options for patients	1/6/2021

PRACTICE EXPERIENCE

Practice Location and Type (City and State)	Position Title	From (Year)	To (Year)
Nicholas Luizzi, DDS, Cosmetic and General Dentistry, Santa Paula, Ca	RDH	2013	2018
HR Chess, DMD, Family Dentistry and Orthodontics, Encino, Ca	RDH	1986	2016
K. Mendoza, DDS, General Dentistry Camarillo Ca	RDH	1988	2013

Exhibit 13: Site Where Educational Activity Table

Name of Site:	Free Clinic of Simi Valley Dental Clinic		
Address:	1725 Deodora Street, Simi Valley, CA 93065		
Distance from sponsoring institution:	40 miles		
Are students/residents required to rotate to this site to gain accreditation or program requirements?	YES	NO	
Is the site owned by the sponsoring institution?	YES	NO	
Are competency or comparable summative assessments performed at this site?	YES	NO	
Do primary program faculty travel with students/residents to the site?	YES	NO	
How will faculty at this site be calibrated?	Description: The faculty member is a full-time faculty and will be traveling from the main campus site. She will continue to attend the scheduled calibration sessions conducted on the college campus.		
Do all students/residents rotate to this site?	YES	NO	
How many days per year will any one (1) student/resident spend at this site?	Days per year: Less than 10 days.		
How many total days per year is this site utilized by the program?	Days per year: 100 days		
Purpose of affiliation (detail experiences gained):	The site was chosen because of its underserved community status. The patient population lacks regular dental services and will therefore provide opportunities to increase clinical experiences in periodontally involved cases.		
Is this the only location where a particular experience is provided?	YES	NO	
If YES to question above, what experience?			

Exhibit 14: South Bay Children's Health Center

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LOS ANGELES COMMUNITY COLLEGE DISTRICT
770 Wilshire Boulevard
Los Angeles, CA 90017

Bill To:
West Los Angeles College
Business Office
9000 Overland Avenue
Culver City, CA 90230

Vendor Address

SOUTH BAY CHILDREN'S
HEALTH CENTER
14722 HAWTHORNE BLVD. STE A
LAWNDALE CA 90260
(T)310-973-5437

Service(s) To:
West Los Angeles College
9000 Overland Avenue
Culver City, CA 90230
(310)-287-4200

Change to Contract

Information

Contract Number 4500286310
Contract Amount \$ 0.00
Order Date 11/25/2020
Vendor Number 1020093
Payment Terms Payment Due Net 30 days
Requestor/Phone
Confirmed with Marc Schenasi
Start date 01/12/2021
End date 01/11/2025

Contract # must be referenced on all correspondence.

Fund Center **Comm Item** **Fund Center** **Comm Item**

Page 1 of 9

STUDENT INTERN AGREEMENT
DENTAL HYGIENE AND DENTAL ASSISTING PROGRAM

PARTIES:

LOS ANGELES COMMUNITY COLLEGE DISTRICT
("District")

By WEST LOS ANGELES COLLEGE
9000 OVERLAND
CULVER CITY, CA 90230
Attn: Carlos Sermenio 310-287-7224
("College")

SOUTH BAY CHILDREN'S
14722 HAWTHORNE BLVD. STE A
LAWNDALE, CA 90260
("Health Facility")

DATE:

11/25/2020

TERM:

January 12, 2021 to January 11, 2025, inclusive

PROGRAM:

Dental Hygiene and Dental Assisting
("Program")

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RECITALS

WHEREAS, College provides in its curriculum programs for the education of Dental Hygiene and Dental Assisting Program students, and

WHEREAS, the above Health Facility is willing under certain conditions to allow the District to utilize its facilities for technical training of students enrolled in the Dental Hygiene and Dental Assisting Program of the College ("Students"); and

WHEREAS, the District is willing to provide qualified instructors for the Students, hereinafter referred to as the Instructors;

NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter contained, the parties hereto agree as follows:

AGREEMENT

1. **PURPOSE OF AGREEMENT.** The purpose of this cooperative agreement is to establish the terms and conditions under which Students under the educational supervision of their Instructors, may participate in Dental Hygiene and Dental Assisting training at the Health Facility.

2. **PERIOD OF AGREEMENT.** This cooperative agreement shall be effective during the dates set forth above, inclusive, subject to termination by either party in accordance with the provisions for termination set forth herein.

3. **DUTIES OF THE DISTRICT.**

The District shall:

- (a) Provide Students enrolled in the Program at the College with instruction at the facilities of the Health Facility;
- (b) Test, select, and provide guidance and counseling to all such Students;
- (c) Provide all supervision and instruction required in the Program unless in specific instances other provisions are made which are in compliance with Section 58050 et. seq. of the California Code of Regulations and which are mutually satisfactory to the District and the Health Facility; and
- (d) Meet with Health Facility staff on a periodic basis for the purpose of planning, administering and evaluating Student participation in the Program.

4. **DUTIES OF THE HEALTH FACILITY.**

The Health Facility shall:

- (a) Provide technical training experiences and observational educational opportunities as mutually determined in consultation with College representatives;



- (b) Approve the number of Students assigned to the Health Facility pursuant to this agreement;
 - (c) Provide orientation for Instructors and Students;
 - (d) Be responsible for informing assigned Students and Instructors that they are to comply with all rules and regulations of the Health Facility, including:
 - 1.) Recognition of the confidential nature of patient, employee and Health Facility information; and
 - 2.) Conformance to the Health Facility's dress code for their assigned areas.
 - (e) Provide the following as needed to implement the objectives of this agreement:
 - 1.) Adequate classroom and conference room space;
 - 2.) Office and/or desk space for Instructors;
 - 3.) Locker facilities for Instructors and Students; and
 - 4.) Use of parking and cafeteria facilities of the Health Facility by Instructors and Students at their own expense; and
 - (f) Retain full authority for patient management and care throughout the term of this agreement.
5. **STUDENT RECORDS.** All written records generated by the Health Facility regarding any Student working on the premises of the Health Facility will be considered student records in accordance with California Education Code Section 76210, and will be shared immediately upon creation with the District's Representative.
6. **HEALTH FACILITY STAFFING.** The Health Facility shall not decrease the normal number of its staff as a result of this agreement.
7. **STUDENT ASSIGNMENTS.** The District shall plan the days and hours of training for Students in consultation with the Health Facility. All assignments shall be subject to approval by the Health Facility.
8. **STATUS OF STUDENTS, INSTRUCTORS, AND THE HEALTH FACILITY.** While on the premises of facilities owned by the Health Facility during the hours in which they are assigned to the Program, Students and Instructors of the District shall be considered licensees for the limited purposes expressed in this agreement, and shall not be deemed employees of the Health Facility.

Instructors and Students shall comply with all applicable laws, and be subject to the rules and regulations of the Health Facility.

The Students assigned to the Health Facility for clinical and/or observational experiences are responsible to the Health Facility's managers. The Health Facility, at all times, shall retain full authority for patient care management and related services.

The Health Facility shall retain the right, in its sole discretion, to exclude any individual at any time,



from any clinical area. Students and Instructors of the District shall, promptly and without protest, leave a clinical area whenever they are requested to do so by an authorized representative of the Health Facility.

Neither party to this agreement shall be obligated to pay any monetary compensation to the other or to any Student. No Student or Instructor of the District shall in any way participate in patient billing, nor shall any patient of the Health Facility be billed any additional fee for services provided by Students or Instructors of the District participating in the Program.

9. **HEALTH CERTIFICATION OF STUDENTS.** The District shall furnish the Health Facility with such evidence as the Health Facility may require in order to assure itself that each Student assigned for training hereunder is physically fit and is effectively immunized against all diseases designated by the Health Facility.
10. **MEDICAL AID.** The Health Facility shall provide emergency treatment as needed to Students and Instructors of the District at published rates according to Health Facility guidelines.
11. **STUDENT DISCIPLINE AND DISCONTINUANCE OF STUDENT ASSIGNMENTS.** The President of the College, or designee, hereinafter referred to as the District's Representative, shall be notified immediately of any problems regarding technical performance or behavior of any Student assigned to the Health Facility. The District and the Health Facility shall address any and all such problems mutually and expeditiously. The District may discipline or discontinue the assignment of any Student at any time during the period of this agreement in accord with established District rules and regulations, including but not limited to Article VIII of Chapter IX of the Board Rules. After advising the District in writing of the reason for its request, the Health Facility may at any time require the discontinuance of the assignment of a Student.

12. **DISTRICT INSURANCE REQUIREMENTS.**

The District shall secure and maintain no less insurance than set forth below, or self-insurance, adequate to protect it from claims which may arise from the performance of this agreement:

- (a) Workers' Compensation Insurance in accordance with the provisions of California Education Code Section 78249, adequate to protect the District from claims under Workers' Compensation Acts;
- (b) Comprehensive General Liability Insurance with a combined single limit of not less than One Million Dollars (\$1,000,000);
- (c) Malpractice Liability Insurance for its Instructors and Students in an amount not less than One Million Dollars (\$1,000,000) per incident.

These insurance policies shall provide that the insurance company will not cancel or materially modify the District's policies without giving the Health Facility thirty (30) days advance written notice.

Upon request, the District shall furnish Certificates of Insurance to the Health Facility verifying the insurance described above, and an Endorsement naming the Health Facility as an additional insured with respect to the Comprehensive General Liability Insurance Policy.



13. HEALTH FACILITY INSURANCE REQUIREMENTS.

The Health Facility shall secure and maintain no less insurance than set forth below, adequate to protect it from claims which may arise from the performance of this agreement:

- (a) Comprehensive General Liability Insurance (including Bodily Injury Liability, Property Damage Liability, and Contractual Liability) with a combined single limit of not less than One Million Dollars (\$1,000,000);
- (b) Malpractice Liability Insurance for its health care professionals in an amount not less than One Million Dollars (\$1,000,000) per incident without annual aggregate limitation; and
- (c) Worker's Compensation Insurance adequate to protect the Health Facility from claims for personal injury, including death, and damage to property, which may arise from operations under this agreement.

These insurance policies shall provide that the insurance company will not cancel or materially modify the Health Facility's policies without giving the District thirty (30) days advance written notice.

Upon request, the Health Facility shall furnish Certificates of Insurance to the District verifying the insurance described above, and an Endorsement naming the District as an additional insured with respect to the Comprehensive General Liability Insurance Policy.

14. **INDEMNIFICATION.** The District shall hold harmless, defend, and indemnify the Health Facility and its officers, employees, agents, and representatives from and against all liability, claims, loss, cost, and obligations on account of or arising from the negligent acts or omissions of the District or persons acting on behalf of the District, however caused, in the performance of the services pursuant to this agreement.

The Health Facility shall hold harmless, defend, and indemnify the District, its Board of Trustees, officers, employees, instructors, students, and representatives from and against all liability, claims, loss, cost, and obligations on account of or arising from the negligent acts or omissions of the Health Facility or persons acting on behalf of the Health Facility, however caused, in the performance of the services pursuant to this agreement.

15. **NONDISCRIMINATION.** Neither party hereto shall discriminate against any person in its hiring, employment practice or operation because of sex, race, religious creed, color, ancestry, national origin, physical disability, mental disability, medical condition, marital status, or sexual orientation, except as provided for in section 12940 of the Government Code. The Health Facility shall comply with applicable federal and California anti-discrimination laws, including but not limited to the California Fair Employment and Housing Act, beginning with Section 12900 of the California Government Code. The Health Facility agrees to require compliance with this nondiscrimination policy by all subcontractors employed in connection with this agreement.

16. **GOVERNING LAW.** This agreement shall be deemed to have been executed and delivered within the State of California, and the rights and obligations of the parties hereunder, and any action arising from or relating to this agreement, shall be construed and enforced in accordance with, and



LOS ANGELES COMMUNITY COLLEGE DISTRICT
770 Wilshire Boulevard
Los Angeles, CA 90017

Contract No.
4500286310

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governed by, the laws of the State of California or United States law, without giving effect to conflict of laws principles. Any action or proceeding arising out of or relating to this agreement shall be brought in the county of Los Angeles, State of California, and each party hereto irrevocably consents to such jurisdiction and venue, and waives any claim of inconvenient forum.

17. **ASSIGNMENT.** Neither party shall assign this agreement or any part thereof without the written consent of the other party.
18. **TERMINATION.** This agreement may be terminated by either party, upon material breach or for any other reason, effective with the end of an academic year upon three (3) months' advance written notice to the other party. Termination by the Health Facility, however, shall not be effective against any Student who was participating in the Program at the date of mailing of said notice by the Health Facility until such Student has completed the Program for the current academic year. In addition, this agreement may be subject to termination as provided in Section 24.
19. **AMENDMENT.** This agreement is the entire agreement between the parties as to its subject matter and supersedes all prior or contemporaneous understandings, negotiations, or agreements between the parties, whether written or oral, with respect thereto. This agreement may be amended only in a writing signed by both parties.
20. **EQUAL OPPORTUNITY EMPLOYER.** Health Facility, in the execution of this agreement, certifies that it is an equal employment opportunity employer.
21. **ATTORNEYS' FEES AND COSTS.** If either party shall bring any action or proceeding against the other party arising from or relating to this agreement, each party shall bear its own attorneys' fees and costs, regardless of which party prevails.
22. **BOARD AUTHORIZATION.** The effectiveness of this agreement is expressly conditioned upon approval by the District's Board of Trustees.
23. **SEVERABILITY.** The Health Facility and the District agree that if any part, term, or provision of this agreement is found to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect other parts, terms, or provisions of this agreement, which shall be given effect without the portion held invalid, illegal, or unenforceable, and to that extent the parts, terms, and provisions of this agreement are severable.
24. **TERMINATION FOR NON-APPROPRIATION OF FUNDS.** If the term of this agreement extends into fiscal years subsequent to that in which it is approved, such continuation of the agreement is contingent on the appropriation and availability of funds for such purpose, as determined in good faith by the District. If funds to effect such continued purpose are not appropriated or available as determined in good faith by the District, this agreement shall automatically terminate and the District shall be relieved of any further obligation.

Vendor hereby warrants that the products and services to be provided under this Agreement will comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794d) and its implementing regulations set forth at Title 36, Code of Federal Regulations, parts 1193 and 1194. Vendor agrees to test and validate its product, and any related website or online content it produces, with sufficient regularity in



LOS ANGELES COMMUNITY COLLEGE DISTRICT
770 Wilshire Boulevard
Los Angeles, CA 90017

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 4500286310

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order to ensure the product and associated content meet conformance with all applicable Revised 508 Standards and Web Content Accessibility Guidelines (WCAG) 2.1 Level AA standards (see <https://www.w3.org/TR/WCAG21/>), in accordance with the required testing methods. The vendor shall maintain and retain full documentation of the measures taken to ensure compliance with the applicable requirements stated above, including records of any testing or demonstrations conducted. Vendor shall provide the District with copies of all Accessibility Conformance Reports (ACR) and Supplemental Accessibility Conformity Reports (SACR) that are produced related to the product or service. Further, Vendor agrees to promptly respond to and fully resolve any complaint regarding accessibility of its products or services which is brought to its attention. All resolutions provided by the vendor in response to complaints regarding information and communications technology (ICT) accessibility of its product(s) shall meet conformance with established WCAG 2.1 Level AA requirements. Vendor further agrees to indemnify and hold harmless the Los Angeles Community College District, including any of its nine colleges using the vendor's products or services from any claim arising out of its failure to comply with the aforesaid requirements. Failure to comply with these requirements shall constitute a breach and be grounds termination of this Agreement. Throughout the life of the agreement, the District reserves the right to independently perform any necessary testing on vendor's product or service to verify conformance or any representation of conformance made by the vendor with this section.

Family Educational Rights and Privacy Act (FERPA)

Vendor, its employees, agents or representatives may be provided access to Student Information during its performance of this Agreement. Vendor acknowledges that it is subject to and will fully comply with the privacy regulations outlined in the Family Educational Rights and Privacy Act. 20 U.S.C. SS 1232g; 34 C.F.R. Part 99, as amended (FERPA), for the handling of such information. Company will not disclose or use any Student Information except to the extent necessary to carry out its obligations under this Agreement and as permitted expressly by FERPA. Company shall implement and maintain administrative, physical and technical safeguards (Safeguards), at its expense, that prevent any collection, use or disclosure of, or access to, Student Information that this agreement does not expressly authorize, including without limitation, an information security program and/or protocols that meet the standards of industry practice to safeguard such Student Information.

PROTECTIVE CLOTHING AND PROTECTIVE EQUIPMENT ("PPE")

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Contractor shall ensure that its employees and student interns have all the necessary protective clothing and protective equipment to safely perform the work required under this Agreement. Such equipment may include, but is not necessarily limited to: respiratory protection equipment, goggles, face shields, special clothing, and other similar personal protective equipment. UNLESS EXPRESSLY STATED OTHERWISE IN THIS CONTRACT, PROVISION OF ALL NECESSARY PROTECTIVE CLOTHING AND PROTECTIVE EQUIPMENT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR. Employees and student interns shall be instructed on the proper application, use and handling of such protective clothing and equipment. Moreover, Contractor agrees that it will enforce, when appropriate and feasible, the required social distancing guidelines set forth by the Federal, State and Local agencies in the performance of this Agreement.



REMOTE OR TELEHEALTH OPTION

Upon mutual agreement of the Parties, Facility may offer students the opportunity to complete their clinical placement via remote or telehealth options. If students will be physically located at the Facility to conduct telehealth or remote activities, Facility shall ensure appropriate safeguards are taken, including but not limited to the provision of PPE as specified in this Agreement.

CDC Clause - External Instructional Activity/Apprentice/Field Work Clause

Vendor/Contractor and its Subcontractors shall comply with all applicable state, local, and municipal health orders. In addition, in accordance with the Centers for Disease Control and Prevention Considerations for Institutions of Higher Education, Vendor/Contractor and its Subcontractors shall at all times endeavor to comply with the following:

- Recommend and reinforce use of cloth face coverings by Vendor/Contractor, Subcontractor and LACCD students.
- During classroom activity, assure that LACCD students shall remain spaced at least 6 feet apart, or be accommodated through staggered/rotated scheduling to accommodate smaller class sizes, and otherwise provide adequate distance between individuals engaged in field/on-site experiential learning opportunities (e.g., labs, vocational skill building activities).
- Ensure adequate supplies to minimize sharing of high-touch materials to the extent possible (e.g., assigning each student their own art supplies, lab equipment, computers, tools) or limit use of supplies and equipment by one group of students at a time and clean and disinfect between use, and avoid sharing electronic devices, books, pens, and other learning aids.
- Support healthy hygiene behaviors by providing adequate supplies, including soap, hand sanitizer containing at least 60 percent alcohol, paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible), and no-touch/foot pedal trash cans both at classroom and field/on-site experiential learning when feasible.
- Consistent with applicable law and privacy policies, Vendor/Contractor, Subcontractor and LACCD students must report to LACCD if they have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days in accordance any applicable federal and state privacy and confidentiality laws, such as the Family Educational Rights and Privacy Act (FERPA).
- Communicate to LACCD students that they should not come to the classroom or field/on-site experiential learning site if they are sick, and should notify LACCD if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

Compliance with Law:

Clinical Facility, at its expense, shall comply with all applicable federal, state and local laws, ordinances, regulations, rules and orders.

DS
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**Commission on Dental Accreditation
BioSketch**

**Do not attach Curriculum Vitae.
Print or Type Only**

Name Megha Sata, DDS.

Current Institution: West Los Angeles College

Address: 9000 Overland Ave.

City, State, Zip: Culver City, CA 90230

Phone: 310 [redacted]

E-mail: [redacted]

EDUCATIONAL BACKGROUND (Begin with college level)

Name of School, City, and State	Yr of Grad.	Certificate or Degree	Area of Study
University of Michigan, Ann Arbor, Michigan	1998	DDS degree	Dentistry
University of Michigan, Ann Arbor, Michigan	1993	Bachelor of Science	Biology, and Anthropology, Zoology

LICENSURE & CREDENTIALING (Do not include license number)

State License (if applicable)	From (Year)	To (Year)
DDS: California Michigan New York	2007 2002 2003	Current Current In Active
CDA		
RDH		

--

CDT		
CPR	1998	Current

SELECT RELATED CE COURSES (most recent)

Course Title	Course Content and Provider	Month and Year
Use of Silver Dimide Fluoride in Pediatric Dentistry	CDA	May 2021
Pediatric Airway Considerations	ADA	March 2021
DOCS Pediatric Oral Sedation	Oral Conscious Sedation Certificate in California	2015
Dentaquest Virtual Dental Home and Tele-Dentistry Program	University of Pacific	2017
Invisalign	Invisalign	2006

TEACHING APPOINTMENTS (Begin with current)

Name of Institution, City and State	Appointment Title	Specify Full-Time/ Part-Time/ Adjunct/ Clinical/ Didactic/ Content Areas Taught	From (Year)	To (Year)
Western University, College of Dental Medicine, Pomona, CA	Externship Supervising Instructor	Adjunct Clinical Externship Instructor	2018	Current
West Los Angeles College, Culver City, CA	Clinical Practicum	Adjunct Clinical Instructor	2021	Current

CURRENT TEACHING RESPONSIBILITIES

Name of Institution, City, State	Course Number and Title	Discipline and Level of Students (Year)	Total Contact Hours Per Year Didactic Clinic/Laboratory	
West LA College, Culver City, CA	DH 401 & DH 451 Clinical Dental Hygiene	Dental Hygiene, 4th year	120 Clinic Hours	

SELECT RELATED EDUCATION METHODOLOGY COURSES (most recent)

Course Title	Course Content and Provider	Month and Year
Dimensions of Clinical Teaching	Defined the role of an excellent clinical instructor. Translated clinical expertise into teaching expertise. Discussed how the curriculum impacts clinical teaching.	12/2020
The role of Adult Learning in Clinical Education	Discuss principles of adult learning Discuss the relationship of adult learning and clinical education. Discuss the characteristics of effective clinical educators.	12/2020

PRACTICE EXPERIENCE

Practice Location and Type (City and State)	Position Title	From (Year)	To (Year)
South Bay Children's Health Center, Lawndale, CA	Dental Director	2007	Present
42 nd Street Dental, New York City, NY	General Dentist	2002	2004
TLC Dentistry, Romulus, MI	General Dentist	2002	2004

Exhibit 16: Site Where Educational Activity Table- South Bay

Name of Site:	Southbay Children's Health Center		
Address:	14722 Hawthorne Blvd. STE A, Lawndale, CA 90260		
Distance from sponsoring institution:	10 miles		
Are students/residents required to rotate to this site to gain accreditation or program requirements?	YES	NO	
Is the site owned by the sponsoring institution?	YES	NO	
Are competency or comparable summative assessments performed at this site?	YES	NO	
Do primary program faculty travel with students/residents to the site?	YES	NO	
How will faculty at this site be calibrated?	Description: The faculty member will be traveling from the college campus site. Scheduled calibration sessions will be conducted at the faculty as workshops.		
Do all students/residents rotate to this site?	YES	NO	
How many days per year will any one (1) student/resident spend at this site?	Days per year: 2 days		
How many total days per year is this site utilized by the program?	Days per year: 86 days		
Purpose of affiliation (detail experiences gained):	The site is a non-profit, public health clinic that serves underserved children from low socio-economic backgrounds. The site will provide students with experiences in providing dental services to children and adolescents.		
Is this the only location where a particular experience is provided?	YES	NO	
If YES to the question above, what experience?	Pediatric patient care		

Standard 4- Educational Support Services

Exhibit 17- Junior Clinic Schedule/ Senior Clinic Schedule

SPRING Semester Junior & Senior Students (Two Cohorts)																		
Time	Monday			Tuesday			Wednesday			Thursday			Friday			Saturday		
	Junior Day Program	Senior Day Program	Junior NAD program	Senior NAD program	Junior Day Program	Senior Day Program	Junior NAD program	Senior NAD program	Junior Day Program	Senior Day Program	Junior NAD program	Senior NAD program	Junior Day Program	Senior Day Program	Junior NAD program	Senior Day Program	Junior NAD program	Senior NAD program
8:00																		
8:30	300 - Local Students 8:30 am - 9:00 am 30 students																	
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Fall Semester Junior & Senior Students (With Two Cohorts)																		
Time	Monday			Tuesday			Wednesday			Thursday			Friday			Saturday		
	Senior Day Program	Senior Day Program	Junior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program		
8:00																		
8:30																		
9:00	Senior Day Program	Senior Day Program	Junior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program	Senior Day Program		
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Standard 18- Administration, Faculty and Staff
Exhibit 18: Organization Chart

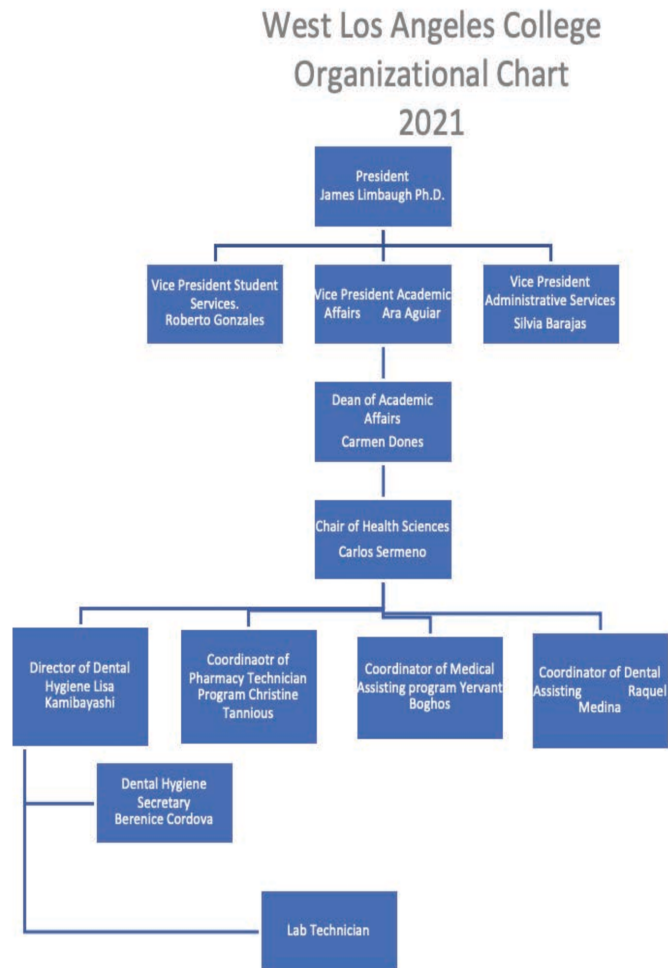
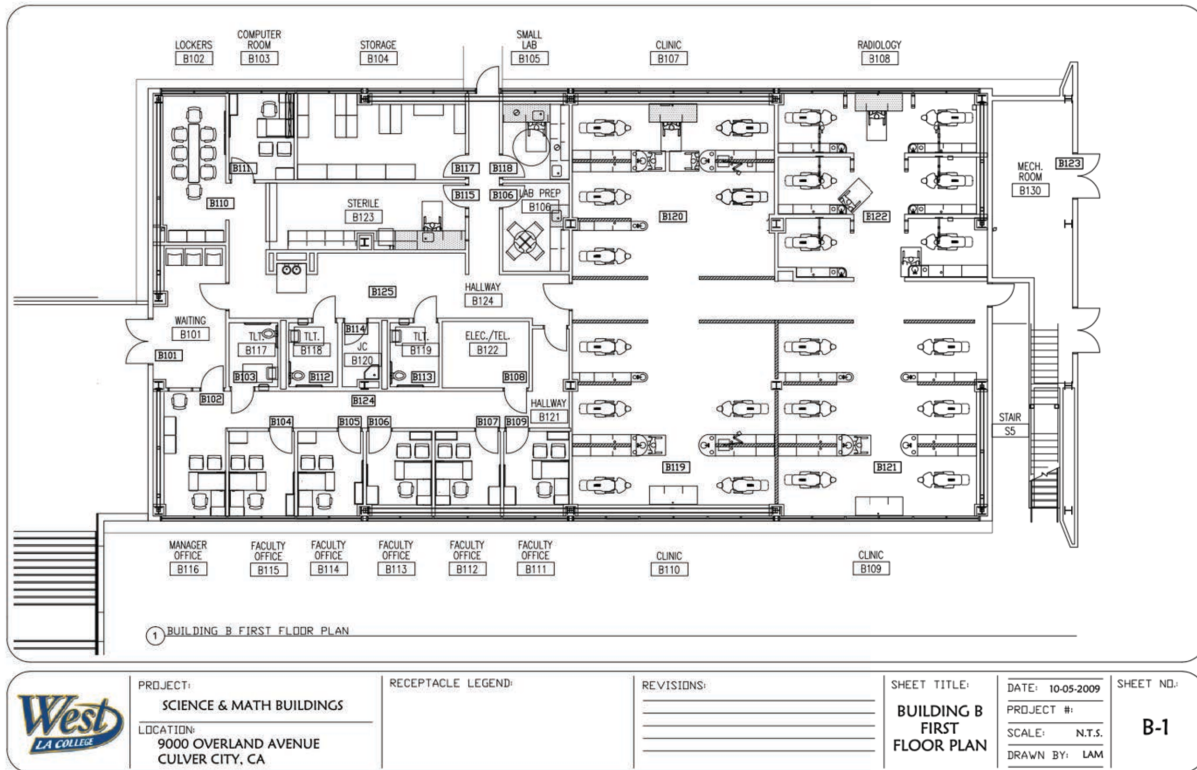


Exhibit 19 – Facility Blue Print



Standard 5- Clinical Lab Technician

Exhibit 20: Lab Tech Job Description



LOS ANGELES COMMUNITY COLLEGE DISTRICT
PERSONNEL COMMISSION

CLASSIFIED STAFFING REQUEST FORM

Location: West Los Angeles College	Department: Health Science	
Initiator: Carmen Dones	Phone Number: (310)287-4522	Date: 5/28/21
President/Division Head Signature:		Date:
Vice President, Administrative Services Signature:		Date:
INSTRUCTIONS: The signature of the President/Division Head attests that the duty statement that appears on the reverse of this form is true and complete; that the duties have been assigned to the employee by a duly authorized supervisor; and acknowledges submission of this request. <u>Attach an organization chart of ALL department employees.</u>		

ACTION REQUESTED		
<input type="checkbox"/> Replacement	<input checked="" type="checkbox"/> New Position	<input type="checkbox"/> Reclassification
<input type="checkbox"/> Change in Position (Basis, Shift, FTE)	<input type="checkbox"/> Change in Office Location	<input type="checkbox"/> SRP Vacancy
From: To:	From: To:	

POSITION CHARACTERISTICS			
Job Title of Vacancy: Life Sciences Laboratory Tech	Job Class Code: 5263	Position No.:	FTE: 1.0
Shift: A	Basis: D	Work Days: Mon-Fri	
Employee Name:	Employee No.:	Resignation Date:	

FUNDING – Position must be fully funded at time of submission			
GL (Commitment Item):	Cost Center:	Fund:	Budgeted Dollars:
Briefly identify how the funding for the position was generated including whether or not SRP, replacement, or transferred payroll is being used to fund the position.			
This position will be funded through the Perkins and Strong Workforce.			

JUSTIFICATION
Briefly explain the need for the position and how it relates to essential services or critical mission requirements. The Commission on Dental Accreditation (CODA), Standard 3-11, 3-12 and 4-1 include the need for support staff assigned to assist with the operation of the clinic facility including the management of appointments, records, billing, insurance, inventory, hazardous waste, and infection control. The Dental Hygiene Board of California (DHBC) has been citing colleges with limited support for non-compliance. In addition, with the growth of the dental programs, support is necessary to maintain infection control protocols and support with sterilization.
What other organization and staffing methodologies and/or options have been explored and exhausted prior to submitting this request? Student workers from dental hygiene and dental assisting have been hired to support the program but the CODA Standards limits the use of student support for laboratory needs.
Briefly explain why reassignment of existing staff within the department or elsewhere at the college/location is not possible to meet the needs outlined in this request. This assignment requires knowledge in dental infection control and hazardous waste protocols, as well as dental/medical instrument sterilization process and protocols, Material Safety Data Sheet collection and filing, as well as training protocols for students and staff.
Briefly explain the urgency of the need and the consequences of not filling the position within a 3 to 6 month timeline. The program faculty has tried to manage the infection control/sterilization processes for the program but with the expansion of the dental hygiene and dental assisting programs, the need for this position has increased. Moreover, colleges are being cited for not having this position and could be fined by the DHBC and risk accreditation renewal, which is required to run the program.

STATEMENT OF DUTIES	
List the duties assigned to the position, including supervisory duties. Begin with duties normally consuming the largest amount of time and/or most important. Be sure to indicate equipment operated, if applicable. DO NOT COPY DUTIES AS LISTED IN THE CLASS DESCRIPTION.	
Duties	% of Time (Needs to add up to 100%)
The duties assigned to this position will be as follows for all dental programs: scheduling and oversees the clinical laboratories by students, faculty and staff. Instructs students individually in the proper and safe use and operation of dental equipment including dental units, sterilization units including the Miele disinfectant machine, and orients students to established policies within the instructional laboratory	10
Set up clinic units and may assist in conducting classroom demonstrations	
Issues and receives materials and equipment for student use in the laboratory or clinical assignments; keeps records and effects the return of supplies and equipment checked out to students.	10
Operates, maintains and makes minor adjustments and repairs on clinic units and radiology developing equipment	10
Maintains inventory records of supplies, equipment and prepares requisitions as needed	10
Stores supplies and equipment, disposes of solutions according to guidelines, and keeps storerooms and working areas orderly and clean.	10
Washes and sterilizes student laboratory instruments	20
Performs clerical work related to laboratory activities such as maintaining Material Safety Data Sheets for all dental departments chemical and products, record keeping and filing.	10
May assist instructional staff in writing instructions and study aids	10
May provide training and work direction to student employees	5
Performs related duties as assigned.	5
SUPERVISION RECEIVED	
Immediate Supervisor	Name: <input type="text"/> Title: <input type="text"/> Phone Number: <input type="text"/>
General Supervisor	Name: <input type="text"/> Title: <input type="text"/> Phone Number: <input type="text"/>
SUPERVISION EXERCISED	
Job Titles	# Employees Supervised
<input type="text"/>	<input type="text"/>
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RECRUITMENT PRIORITY REQUEST		
<input checked="" type="checkbox"/> Urgent	<input type="checkbox"/> Important	<input type="checkbox"/> Routine

FOR DISTRICT OFFICE USE ONLY

APPROVALS	Disposition	Contact and/or Signature	Date
Budget Office	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved		
Personnel Commission	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved		
Chancellor	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved		

Standard 6- Patient Care Services

The program changes do not impact the program's ability to meet Standard 6.



West Los Angeles college Department of Dental hygiene

Program Change Reporting
2021

Describe the Change

**West Los Angeles College
Department of DH is proposing to
increase student admittance from 42
students to 70 into its B.S. DH
program by adding a 2nd Cohort.**

First Cohort: Spring 2022

Second Cohort: Fall 2022

35 students in each Cohort

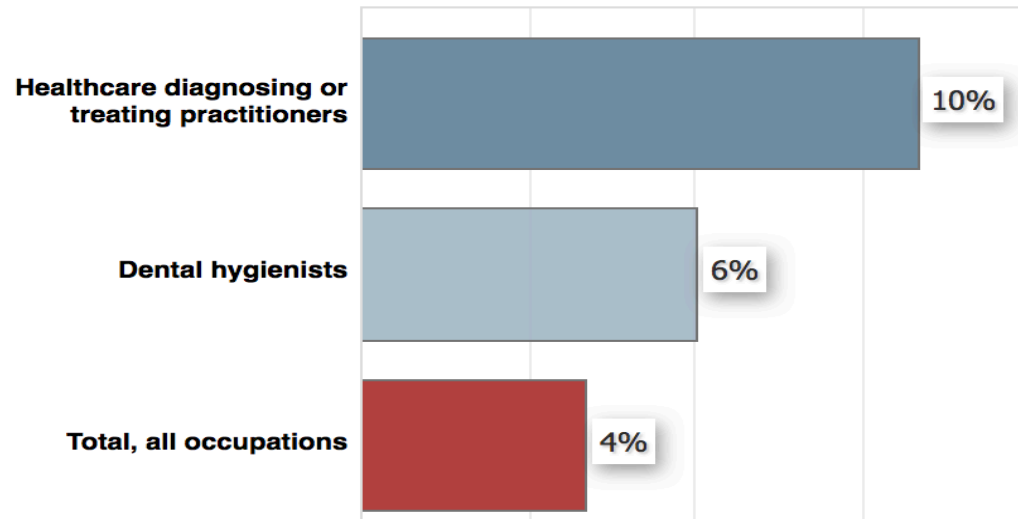
Total: 70 students accepted per year



U.S. Bureau of Labor Statistics on RDH Job Demands

Dental Hygienists

Percent change in employment, projected 2019-29



Note: All Occupations includes all occupations in the U.S. Economy.
Source: U.S. Bureau of Labor Statistics, Employment Projections program



Employment projections data for dental hygienists, 2019-29

Occupational Title	SOC Code	Employment, 2019	Projected Employment, 2029	Change, 2019-29		Employment by Industry
				Percent	Numeric	
Dental hygienists	29-1292	226,400	239,700	6	13,300	Get data

SOURCE: U.S. Bureau of Labor Statistics, Employment Projections program

Class of 2023 Statistics

- Total # of Applicants: 125
- Total # of students accepted: 42
- Total # of students on wait list: 15 alternates
- Total # of students on wait list: 89

Program Interest Survey 2021

Increase in Student Applicants

- High level of interest due to affordability and offering a B. S. Degree
- High level of applicants- 125 applicants for fall 2021
- The majority of applicants are well qualified candidates
- Due to the closure of USC's Dental Hygiene Program 2021

Survey data – 76 responses

- 98%- High interest in the program
- 80% interested in applying Fall 2021
- 91% of applicants currently hold no B.S. degree
- 48% have NO preference which semester they begin the program (Fall or Spring)

Clinical Rotation Sites

New Facilities

- Free Clinic of Simi Valley Dental Clinic &
- South Bay Children's Health Center

Existing Facilities

- West Los Angeles College Dental Clinic
- **Veterans Affairs Greater Los Angeles Healthcare System**
- Sepulveda VA Medical Center
- Veterans Affairs West Los Angeles Medical Center
- Veterans Affairs Downtown Los Angeles
- UCLA School of Dentistry (Westwood)
- UCLA Venice Dental Center

DH Faculty

- Currently the DH program has the following faculty
 - 5 General Dentists
 - 13 Adjunct Faculty
 - 5 Full time Faculty
 - Planning to hire additional clinical adjunct faculty

Clinical Rotation Opportunities for 2 Cohorts

Clinic Schedule Rotations 4th Year Dental Hygiene Students for 35 students Per Cohort (70 students total with 180 clinical rotation opportunities)

Monday and Wednesdays are designated as lecture-only days.

	Tuesday	Thursday	Friday	Saturday
Morning Clinic	<p>5 students at Simi Valley Clinic</p> <p>5 students at Venice UCLA Dental Clinic</p> <p>5 students at VALA clinic</p> <p>5 students at WLAC clinic</p>	<p>5 students at VA Sepulveda</p> <p>5 students at VA 500</p> <p>5 students at UCLA/ AEGD</p> <p>5 students at WLAC</p>	<p>5 students at Southbay Clinic</p> <p>5 students at Simi Valley Clinic</p> <p>5 students at Venice UCLA clinic</p> <p>10 students at UCLA Main Campus</p> <p>5 students at VALA clinic</p>	<p>10 students at WLA clinic</p>
Afternoon Clinic	<p>5 students at Simi Valley Clinic</p> <p>5 students at Venice UCLA Dental Clinic</p> <p>5 students at VALA clinic</p> <p>5 students at WLAC clinic</p>	<p>5 students at VA sepulveda</p> <p>5 students at VA 500</p> <p>5 students at UCLA/AEGD</p> <p>5 students at WLAC</p>	<p>5 students at Southbay Clinic</p> <p>5 students at Simi Valley Clinic</p> <p>5 students at Venice UCLA clinic</p> <p>10 students at UCLA main campus</p> <p>5 students at VALA clinic</p>	<p>10 students at WLA clinic</p>
Evening Clinic	<p>10 students at WLA clinic</p> <p>5 at UCLA clinic</p>	<p>10 students at WLA clinic</p> <p>5 student UCLA clinic</p>		

SPRING Semester Junior & Senior Students (Two Cohorts)

Time	Monday				Tuesday				Wednesday				Thursday				Friday				Saturday			
	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program
8:00									DH 327 - Local Anesthesia LAB 8:00AM-12:45 PM (17 students) 5 hours	305 - Community Dental Health and Practicum 8:00am-9:05am Lecture													DH 300 Principles of DH 8:00 -8:50 Lecture (35 students)	
8:30																								
9:00				DH 406 Periodontology 9:00am-10:05am Lecture 35 students																				
9:30	327- Local Anesthesia and Sedation Technique 9:00am-10:25am Lecture 35 students																							
10:00																								
10:30				DH 400 Cariology 10:30 to 11:35 a.m. Lecture 35 students																				
11:00	352 - Care for Patients with Special Needs Kambayashi 10:30 a.m to 12:35 p.m. 35 students Lecture																							
11:30																								
12:00																								
12:30																								
13:00																								
13:30	388 - Introductory Seminar in Dental Hygiene 1:30pm-2:35pm Lecture 35 students																							
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Fall Semester Junior & Senior Students (With Two Cohorts)

Time	Monday				Tuesday				Wednesday				Thursday				Friday				Saturday			
	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program	Junior Day Program	Senior Day Program	Junior N&D program	Senior N&D program
8:00	DH 303 - Infection Cont																DH 300 Principles of DH Lecture 8:00 -8:50							
8:30	DH 303 - Infection Cont 8:00 - 10:05 a.m. 8 Weeks only (35 students) lecture									DH 304 DH Ed Ogami 8:00 - 9:05 (35 students) Lecture		305 - Community Dental Health and Practicum 8:00am-9:05am Lecture				DH 327 - Local Anesthetes LAB 8:00AM-12:45 PM (17 students) 5 hours								
9:00		DH 406 Periodontic 9:00am-10:05am (35 students) Lecture																						
9:30					DH 311 - Dental Hygiene Pre Clinical 8:30 to 11:30 3 hours (15 students)	DH 312 - Radiology 8:30 am to 11:30 am MSB Clinic (20 students)	DH 401 Senior Clinic WLA clinic and External Facility 3.5 hours (20 students)			DH 311 - Dental Hygiene Pre Clinical 8:30 to 11:30 (10 students)													DH 351 - Clinical Dental Hygiene II 8:30 to 11:45 (10 students)	451 - Clinical Dental Hygiene IV 3.5 hours External Clinic Sites
10:00	DH 300 - Principles of Dental Hygiene 10:15 a.m to 12:20 p.m. (35 students) Lecture																							
10:30		DH 400 Cariology 10:30 to 11:35 a.m. (35 students) Lecture																						
11:00																								
11:30										DH 304 DH Ed-Practicum 9:15 to 12:25 (35 students) Laboratory/Community Service		305 - Community Dental Health 9:15am-12:30pm Lab/Community Service												
12:00																								
12:30																								
13:00	DH 306 - Anatomy of the Head and Neck 1:00 -3:05 p.m. (35 students) Lecture			450 - Advanced Periodontal Seminar 12:30pm-1:40pm (35 students) Lecture																				
13:30																								
14:00		DH 415 Dent Mat 1:30 pm-3:35pm (35 students) Lecture		410 - Emergencies in Dental Practice 2:00 pm-3:00 pm (35 students) Lecture	DH 311 - Dental Hygiene Pre Clinical 1:00 - to 4:15 3 hours (15 students)	DH 312 - Radiology (1 Unit) 1:00 pm to 4:15 p.m. (15 students)	DH 401 Senior Clinic WLA clinic and External Facility 3.5 hours (20 students)		DH 354 Pathology 1:30 - 4:45 35 students Lecture	DH 415 Expanded Function WLA CLINIC 1:30 to 4:40 Laboratory 35 students													DH 351 - Clinical Dental Hygiene II 1:00 - 4:15 (5 students)	451 - Clinical Dental Hygiene IV 3.5 hours External Clinic Sites
14:30																								
15:00																								
15:30	DH 312 - Radiology I (Lecture) 3:30 p.m. to 4:25 p.m. (35 students)			Seminar in Dental Hygiene 3:30 pm - 4:30 pm (35 students) Lecture																				
16:00		DH 389 Intermediate Seminar in DH 4:00 p.m. to 4:50 p.m. (35 students) Lecture																						
16:30																								
17:00			327- Local Anesthesia and Sedation Technique 5:00pm-7:00pm (35 students)																					
17:30																								
18:00				452 - Law and Ethics of Dental Hygiene (35 students)																				
18:30																								
19:00				352 - Care for Patients with Special Needs 7:00 p.m. to 9:00 p.m. (35 students)																				
19:30																								
20:00																								
20:30				388 - Introductory Seminar in Dental Hygiene 9:00 p.m. to 10:00 p.m. (35 students)																				
21:00																								
21:30																								
22:00																								
22:30																								
23:00																								

Thank you for your time

Any Questions??



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 16

Presentation from the California Attorney General's Office.



BPC Section 312.2

Dental Hygiene Board of California

July 17, 2021

Overview

- Background
- Data Collection Process
- All Agencies
- Dental Hygiene Board

Background

- 2015: SB 467 is Passed
- 2016: BPC 312.2 Becomes Effective
- 1/1/2018: First Annual Report Published
(data from Fiscal Year 2016-17)
- 1/1/2021: Fourth Annual Report Published
(data from Fiscal Year 2019-20)
 1. 36 Agencies
 2. Licensing
 3. Health Quality Enforcement

How Data was Collected

- ProLaw is our Case Management System
- Approximately 200 ProLaw Users – HQE / Licensing
- Each Case Opened and Tracked in ProLaw
 - All Users Enter Data
 - Paralegals Audit and Validate Data

General Statistics – All Agencies

(Licensing and HQE Combined)

	FY 18-19	FY 19-20	Change
• Accusations	52%	52%	No Change
• Referrals	3,964	3,530	11% decrease
• Rejected	3%	5%	2% increase
• Further Inv	5%	7%	2% increase
• Adjudicated	3,929	3,377	14% decrease

BPC 312.2, subdivisions (a)(1) and (a)(2)

Accusation Matters Referred to the AG

Matters Rejected

	FY 2018-19	FY 2019-20
Accusations Referred to Attorney General	9	23 (156% increase)
Matters Rejected	0	0 (no change)

BPC 312.2, subdivisions (a)(3) and (a)(4)

Further Investigation Requested

Further Investigation Received

	FY 2018-19	FY 2019-20
Further Investigation Requested	0	1 (NA)
Further Investigation Received	0	0 (no change)

BPC 312.2, subdivision (a)(5)

Accusations Filed

	FY 2018-19	FY 2019-20
Accusations Filed	10	20 (100% increase)

BPC 312.2, subdivisions (a)(6) and (a)(7)

Accusations Withdrawn

Accusation Matters Adjudicated

	FY 2018-19	FY 2019-20
Accusations Withdrawn	0	2 (NA)
Accusation Matters Adjudicated	9	20 (122% increase)

Average Days

BPC 312.2, subdivisions (b)(1) and (b)(2)

Accusation Received to Accusation Filed

Accusation Filed After Further Investigation

	FY 2018-19	FY 2019-20
Accusation Received to Accusation Filed	194 days (9)	76 days (19) (61% decrease)
Accusation Filed After Further Investigation	859 days (1)	NA (o) (NA)

Average Days

BPC 312.2, subdivisions (b)(3) and (b)(4)

Accusation Filed to Settlement

Accusation Filed to Default

	FY 2018-19	FY 2019-20
Accusation Filed to Settlement	233 days (5)	122 days (11) (48% decrease)
Accusation Filed to Default	42 days (3)	36 days (4) (14% decrease)

Average Days

BPC 312.2, subdivisions (b)(5) and (b)(6)

Accusation Filed to Hearing Requested

Hearing Date Received to Hearing Commenced

	FY 2018-19	FY 2019-20
Accusation Filed to Hearing Requested	73 days (1)	79 days (7) (8% increase)
Hearing Date Received to Hearing Commenced	190 days (1)	162 days (3) (15% decrease)
Total	263 days	241 days (8% decrease)

Conclusions

- What can be Measured can be Improved
- CPEI Goal of 18 Months is Challenging
- Agencies Vary
- Speed versus Due Process



MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 17: Status of Dental Hygiene Board of California (DHBC) Regulatory Packages

Rulemaking File	Board Approved Language	Package Assembly Progress	Formal DCA Review	DCA Director Review	Agency Review	OAL Notice Filed	OAL Final Filed	Submitted to SoS/ Effective Date
1135-1137 AB 2138	X	X	X	X	X	1.07.20	8.25.20	2.5.21/ 2.5.21 Complete
1115 Retired License	X	X	X	X	X	5.28.21 Posting 6.11.21 45-day ends 7.27.21		
1109 RDM/ITR	X	X	X	X	X	7.31.20	4.16.21 In progress	
1107 SLN	X	X	X	X	X	8.14.20	1.4.21	4.20.21/ 7.1.21 Complete
1103 Definitions	X	X	X	X	X	3.26.21 Post 45- day final edits in progress		
1104 Approval/ Continuation of Approval of New RDH Programs	X	X	X	X	X	1.4.21	6.10.21 In progress	
1105 Requirements for DHEPs	X	X	X	X	In progress			
1104.3 Inspections, Cite, Fine, and Probation for DHEPs	X	X	In progress					
1105.2 DHEP Required Curriculum	X	X	In progress					

Rulemaking File	Board Approved Language	Package Assembly Progress	Formal DCA Review	DCA Director Review	Agency Review	OAL Notice Filed	OAL Final Filed	Submitted to SoS/ Effective Date
1138.1 Unprofessional Conduct	X	X	In progress					
1117 RDHAP/ Dentist Relationship	X	X	X	In progress				
1118 RDHAP STC & LA	For Review by Board 7.17.21							
1104.1 Process for Approval of New RDH Program	X	X	4.7.20 *HELD Need Stat. authority for RDHAP feasibility study					
1116 Mobile Dental Hygiene Clinics	X	X	10.09.19 *HELD Need Stat. authority for inspect.					
1123 Clinical Passing Rate	X	X	4.5.21 *HELD Need Stat. authority					

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 18: Discussion and Possible Action on the Following Proposed Regulatory Package 16 CCR Section 1109: Approval of Curriculum Requirements for Radiographic Decision-Making and Interim Therapeutic Restoration Courses for the Registered Dental Hygienist (RDH), Registered Dental Hygienist in Alternative Practice (RDHAP), and Registered Dental Hygienist in Extended Functions (RDHEF).

Background:

At the May 2, 2015 meeting of the Board's Education Subcommittee, the Subcommittee was advised of their statutory authority to establish regulations for Radiographic Decision-Making (RDM) and Interim Therapeutic Restoration (ITR) courses of instruction pursuant to Business and Professions Code section 1910.5.

At the Board's January 29, 2019 teleconference meeting, the Board discussed, amended, and voted unanimously to approve proposed regulatory package: California Code of Regulations (CCR) Title 16, section 1109. Approval of Curriculum Requirements for Radiographic Decision-Making and Interim Therapeutic Restoration Courses for the Registered Dental Hygienist (RDH), Registered Dental Hygienist in Alternative Practice (RDHAP), and Registered Dental Hygienist in Extended Functions (RDHEF). In addition, the Board voted to set the fee amount for educational providers seeking approval of RDM and ITR courses at \$300. Furthermore, the Board delegated authority to the Board's executive officer to make any technical, non-substantive changes, if necessary.

On June 2, 2021 the Board received comments from the Office of Administrative Law (OAL) on the Board's proposed regulations for 16 CCR section 1109, which necessitate substantive changes that require the Board's approval.

Staff Recommendation:

Staff recommends to the Board to consider and approve the substantive changes as proposed by OAL for 16 CCR section 1109 and direct staff to take all steps necessary to complete the rulemaking process, including preparing modified text for a 15-day comment period, which includes amendments discussed at this meeting. If after the 15-day public comment period, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations

before completing the rulemaking process, and adopt section 1109 of the proposed regulations with the modified text.

Proposed Motion Language:

Direct staff to take all steps necessary to complete the rulemaking process, including preparing modified text for a 15-day comment period, which includes amendments discussed at this meeting. If after the 15-day public comment period, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt section 1109 of the proposed regulations with the modified text.

Pros: If the Board approves the substantive changes as proposed by OAL, the Board will allow the amended language for 16 CCR 1109 to move forward in the regulatory process.

Cons: If the proposed comments and regulatory language suggested by OAL is not approved, 16 CCR 1109 will not be able to move forward in the regulatory process and violate the provisions of BPC 1910.5.

MODIFIED TEXT

Legend:

Proposed regulatory language is shown in underline.

Modifications to the proposed regulatory language are shown in *italicized underlined*, and *italicized underlined strikeout*.

Article 3. Educational Programs

Add Section 1109 to Article 3 of Division 11 of Title 16 of the California Code of Regulations (CCR) to read as follows:

§ 1109. Approval of Curriculum Requirements for Radiographic Decision-Making and Interim Therapeutic Restoration Courses for the Registered Dental Hygienist (RDH), Registered Dental Hygienist in Alternative Practice (RDHAP), and Registered Dental Hygienist in Extended Functions (RDHEF).

- (a) The Dental Hygiene Board of California (Board) shall approve only those educational courses in Radiographic Decision-Making (RDM) and Interim Therapeutic Restorations (ITR) for the Registered Dental Hygienist (RDH), Registered Dental Hygienist in Alternative Practice (RDHAP), and Registered Dental Hygienist in Extended Functions (RDHEF) pursuant to sections 1910.5, 1921, and 1926.05 of the Business and Professions Code that continuously meet all course requirements. Continuation of approval will be contingent upon compliance with these requirements, in addition to the requirements set forth by sections 1104 through 1108 of Article 3 regarding Educational Programs. Each approved course shall be subject to Board review at any time for compliance with curriculum requirements. Course providers shall be responsible for notifying the Board in writing of any changes to the course content, physical facilities, and faculty within ten (10) days of such changes.
- (b) Approval of RDM or ITR Educational Courses for the Student Enrolled in a Dental Hygiene Educational Program (DHEP). To be approved, an educational program shall comply with the following requirements:
- (1) DHEP RDM Course Requirements.
- (A) A California DHEP shall submit to the Board an "Application for Approval of a Course for Radiographic Decision-Making in a Dental Hygiene

Educational Program” DHBC RDM-01 (New 01/1907/21), hereby incorporated by reference;

(B) Submit a \$300 application fee to the Board; and

(C) The course shall be sufficient in length for the students to develop competency in making decisions regarding which radiographs to expose to facilitate diagnosis and treatment planning by a dentist but shall be, at a minimum, four (4) hours in length and include didactic, laboratory, and simulated clinical experiences.

(D) New or already approved DHEPs seeking to incorporate or offer a stand-alone permit course in RDM shall submit to the Board an “Application for Approval of a Course for Radiographic Decision-Making in a Dental Hygiene Educational Program,” DHBC RDM-01 (New 01/1907/21) and a \$300 application fee prior to instruction.

(2) DHEP ITR Course Requirements.

(A) A California DHEP shall submit to the Board an “Application for Approval of a Course for Interim Therapeutic Restorations in a Dental Hygiene Educational Program” DHBC ITR-03 (New 01/1907/21), hereby incorporated by reference; and

(B) Submit a \$300 application fee to the Board; and

(C) The course shall be sufficient in length for the students to develop competency in placement of protective restorations but shall be, at a minimum, sixteen (16) hours in length, including four (4) hours of didactic training, four (4) hours of laboratory training, and eight (8) hours of clinical training.

(D) New or already approved DHEPs seeking to incorporate or offer a stand-alone permit course in ITR shall submit to the Board an “Application for Approval of a Course for Interim Therapeutic Restorations in a Dental Hygiene Educational Program,” DHBC ITR-03 (New 01/1907/21) and a \$300 application fee prior to instruction.

(3) In addition to the instructional components described in this subdivision, an RDM or ITR DHEP educational course shall be established at the postsecondary educational level.

(c) Approval of RDM or ITR Continuing Educational (CE) Courses for the RDH, RDHAP, and RDHEF. All courses must be approved by the Board before

offered by the provider. To be approved, an educational program shall comply with the following requirements:

(1) RDM CE Course Requirements.

- (A) An applicant course provider shall submit to the Board an “Application for Approval of a Continuing Educational Course in Radiographic Decision-Making for the RDH, RDHAP, and RDHEF” DHBC RDM-02 (New 01/1907/21), hereby incorporated by reference; and
- (B) Submit a \$300 application fee to the Board; and
- (C) The course shall be sufficient in length for the participants to develop competency in making decisions regarding which radiographs to expose to facilitate diagnosis and treatment planning by a dentist but shall be, at a minimum, four (4) hours in length and include didactic, laboratory, and simulated clinical experiences.

(2) ITR CE Course Requirements.

- (A) An applicant course provider shall submit to the Board an “Application for Approval of a Continuing Educational Course in Placement of Interim Therapeutic Restorations for the RDH, RDHAP, and RDHEF” DHBC ITR-04 (New 01/1907/21), hereby incorporated by reference; and
 - (B) Submit a \$300 application fee to the Board; and
 - (C) The course shall be sufficient in length for the participants to develop competency in placement of protective restorations but shall be, at a minimum, sixteen (16) hours in length, including four (4) hours of didactic training, four (4) hours of laboratory training, and eight (8) hours of clinical training.
- (3) In addition to the instructional components described in subdivisions (c)(1) and (c)(2), a program or course shall be established at a post-graduate educational level.

(d) Requirements for Approval of DHEP and CE RDM and ITR Courses.

(1) Administration.

To be approved, each course shall provide the resources necessary including, but not limited to, equipment and facilities, to satisfy the educational requirements as specified in this section. Course providers shall be responsible for informing the Board of any changes in writing to the course content, physical facilities, and faculty within ten (10) days of such changes.

(2) Admission.

(A) To be eligible for admission to an RDM or ITR Course for the Student in a DHEP, students shall:

- (i) Be a student in good standing in a DHEP; and
- (ii) Possess current certification in Basic Life Support (BLS) and Cardiopulmonary Resuscitation (CPR) from the American Heart Association (AHA) or the American Red Cross (ARC), or a provider approved by the American Dental Association's Continuing Education Recognition Program (CERP) or the Academy of General Dentistry's Program Approval for Continuing Education (PACE).

(B) To be eligible for admission to a CE Course in RDM or ITR for the RDH, RDHAP, and RDHEF, participants shall:

- (i) Possess a valid, active license as an RDH, RDHAP, or RDHEF issued by the Board, and
- (ii) Possess current certification in Basic Life Support (BLS) and Cardiopulmonary Resuscitation (CPR) from the American Heart Association (AHA) or the American Red Cross (ARC), or a provider approved by the American Dental Association's Continuing Education Recognition Program (CERP) or the Academy of General Dentistry's Program Approval for Continuing Education (PACE).

(3) Faculty.

Didactic, laboratory, preclinical, and clinical faculty, including the program or course director and supervising dentist(s) shall:

- (A) Possess a valid, active California RDH, RDHAP, RDHEF license, or Doctor of Dental Surgery (DDS) license, or Doctor of Dental Medicine (DMD) license with no disciplinary actions in any jurisdiction to practice dental hygiene or dentistry;
- (B) Possess current certification in Basic Life Support (BLS) and Cardiopulmonary Resuscitation (CPR) from the American Heart Association (AHA) or American Red Cross (ARC), or a provider approved by the American Dental Association's Continuing Education Recognition Program (CERP) or the Academy of General Dentistry's Program Approval for Continuing Education (PACE);

- (C) RDH, RDHAP, and RDHEF faculty shall possess current licensure in RDM and ITR placement; and
- (D) Be calibrated in instruction and grading of RDM and ITR as provided in 16 CCR section 1105.1(c)(2).

(4) Facilities and Equipment.

(A) RDM and ITR Courses for the Student in a DHEP.

Didactic instruction may take place in an in-person or an online environment. Each course shall have access to adequate equipment and facilities for lectures and testing.

Laboratory and clinical instruction shall be held at a physical facility. Physical facilities and equipment shall be maintained and replaced in a manner designed to provide students with a course that will meet the educational objectives set forth in this section. A physical facility shall have all the following:

- (i) A patient clinic area, laboratory, and a radiology area;
- (ii) Access to equipment necessary to develop dental hygiene skills in RDM and ITR duties; and
- (iii) Infection control equipment shall be provided as described in 16 CCR section 1005.

(B) RDM CE Courses for the RDH, RDHAP, and RDHEF.

Didactic instruction may take place in an in-person or an online environment. Each course shall have access to adequate equipment and facilities for lectures and testing and shall be maintained and replaced in a manner designed to provide participants with a course that will meet the educational objectives set forth in this section.

(C) ITR CE Courses for the RDH, RDHAP, and RDHEF.

Didactic instruction may take place in an in-person or an online environment. Each course shall have access to adequate equipment and facilities for lectures and testing.

Laboratory and clinical instruction shall be held at a physical facility. Physical facilities and equipment shall be maintained and replaced in a manner designed to provide participants with a course designed to meet the educational objectives set forth in this section. A physical facility shall have all the following:

- (i) A patient clinic area, laboratory, and a radiology area;
- (ii) Access to equipment necessary to develop dental hygiene skills in ITR duties; and
- (iii) Infection control equipment shall be provided as described in 16 CCR section 1005.

(5) Health and Safety.

DHEP and CE course providers shall comply with all local, state, and federal health and safety laws and regulations.

(A) All students or participants shall have access to the course's hazardous waste management plan for the disposal of needles, cartridges, medical waste, and storage of oxygen and nitrous oxide tanks.

(B) All students or participants shall have access to the course's clinic and radiation hazardous communication plan.

(C) All students or participants shall receive a copy of the course's bloodborne and infectious diseases exposure control plan, which shall include emergency needlestick information.

(D) Faculty shall review with each student or participant all requirements pursuant to this section.

(6) Curriculum and Learning Resources.

(A) RDM didactic instruction shall include:

(i) Caries Management by Risk Assessment (CAMBRA) concept;

(ii) Guidelines for RDM to include, but not limited to, the following concepts of:

(a) The American Dental Association's *Dental Radiographic Examinations: Recommendations for Patient Selection and Limiting Radiation* Guidelines on the Selection of Patients for Dental Radiographic Examinations and

(b) The American Academy of Pediatric Dentistry's Guidelines on Prescribing Dental Radiographs.

(iii) The guidelines developed by Pacific Center for Special Care at the University of the Pacific Arthur A. Dugoni School of Dentistry

(Pacific) for use in training for Health Workforce Pilot Project (HWPP) #172 including:

(a) Instruction on specific decision-making guidelines that incorporate information about the patient's health, radiographic history, time span since previous radiographs were taken, and availability of previous radiographs; and

(b) Instruction pertaining to the general condition of the mouth including extent of dental restorations present, visible signs of abnormalities, including broken teeth, dark stain within the tooth, and visible holes in teeth.

(B) RDM laboratory instruction shall include a review of clinical cases with instructor-led discussion about radiographic decision-making in clinical situations.

(C) RDM simulated-clinical instruction shall include case-based examination with various clinical situations where trainees make decisions about which radiographs to expose and demonstrate competency to faculty based on these case studies.

(D) Didactic, ~~laboratory, and clinical~~ instruction in ITR placement shall include:

(i) Review of pulpal anatomy.

(ii) Theory of adhesive restorative materials used in the placement of adhesive protective restorations including mechanisms of bonding to tooth structure, handling characteristics of the materials, preparation of the tooth prior to material placement, and placement techniques.

(iii) Criteria used in clinical dentistry pertaining to the use and placement of adhesive protective restorations; ~~Criteria which~~ shall include, but not limited to:

(a) Patient factors:

(1) According to the American Society of Anesthesiologists Physical Status Classification, the patient is Class III or less;

(2) The patient is cooperative enough to have the interim restoration placed without the need for special protocols, including sedation or physical support;

(3) The patient, or responsible party, has provided consent for the ITR procedure; and

(4) The patient reports that the tooth is asymptomatic, or if there is mild sensitivity which stops within a few seconds of the removal of the offending stimulus.

(b) Tooth Factors:

(1) The lesion is accessible without the need for creating access using a dental handpiece;

(2) The margins of the lesion are accessible so that clean, non-involved margins can be obtained around the entire periphery of the lesion with the use of hand instrumentation;

(3) The depth of the lesion is more than two millimeters from the pulp on radiographic examination or is judged by the DDS or DMD to be a shallow lesion such that the treatment does not endanger the pulp or require the use of local anesthetic; and

(4) The tooth is restorable and does not have other significant pathology.

(iv) Theory of protocols to deal with adverse outcomes used in the placement of adhesive protective restorations including mechanisms of bonding to tooth structure, handling characteristics of the materials, preparation of the tooth prior to material placement, and placement techniques;

(v) Criteria for evaluating successful completion of adhesive protective restorations including, but not limited to, restorative material not in hyper occlusion, no marginal voids, and minimal excess material;

(vi) Protocols for adverse outcomes after ITR placement including, but not limited to; exposed pulp, tooth fracture, gingival tissue injury, high occlusion, open margins, tooth sensitivity, rough surface, complications, or unsuccessful completion of adhesive protective restorations including situations requiring immediate referral to a dentist; and

(vii) Protocols for follow-up of adhesive protective restorations, including, but not limited to, at least two (2) follow-up examinations of the ITR within a twelve (12) month period.

(E) Laboratory instruction in ITR placement shall include placement of adhesive protective restorations where students and participants demonstrate competency in this technique on typodont teeth.

(F) Clinical instruction in ITR shall include experiences where students and participants demonstrate placement of ITRs under direct supervision of faculty.

(EG) Minimum ITR Requirements.

(i) Laboratory instruction shall include placement of ten (10) adhesive protective restorations where students or participants demonstrate competency in this technique on typodont teeth.

(ii) Clinical instruction shall include experiences where students or participants demonstrate, at a minimum, the placement of five (5) adhesive therapeutic restorations that shall be evaluated by the program faculty to criteria-referenced standards.

(FH) Curriculum shall require adherence to infection control standards as provided in 16 CCR section 1005.

(GI) Curriculum shall prepare the student or participant to assess, plan, implement and evaluate procedures as provided in subdivision (c)(6) of this section to perform with competence and judgment.

(HJ) Students or participants shall be provided a course syllabus that contains:

(i) Course learning outcomes;

(ii) Titles of references used for course materials;

(iii) Content objectives; and

(iv) Grading criteria which includes competency evaluations and laboratory, preclinical, and clinical rubrics to include problem solving and critical thinking skills that reflect course learning outcomes.

(IK) Successful completion shall require students or participants to achieve competency at a minimum of 75% in each of the competencies.

(7) Recordkeeping.

DHEP and CE course providers shall possess and maintain the following for a period of not less than five (5) years:

(A) Individual student or participant records, including those necessary to establish satisfactory completion of the course;

(B) Copies of lab and clinical competency documents;

(C) Copies of faculty calibration plans, faculty credentials, licenses, and certifications including documented background in educational methodology within the previous two years;

(D) Copies of student or participant course evaluations and a summation thereof; and

(E) Copies of curriculum, including course syllabi, exams, sample test questions and clinic rubrics.

(e) Satisfactory completion of courses in RDM and ITR placement shall be determined using criteria-referenced completion standards, where the instructor determines when the student or participant has achieved RDM and ITR placement competency based on these standards, including the duration of time needed to achieve competency. Any student or participant who does not achieve competency in these duties in the specified period of instruction may receive additional education and evaluation, or, in the judgment of the faculty, may be discontinued from the RDM or ITR courses.

(f) Certificates of Completion. Pursuant to the regulatory requirements set forth by 16 CCR section 1016, subdivision (h)(1), only after a student or participant has successfully completed the requirements of a course in RDM, ITR, or RDM and ITR, may a DHEP or course provider provide the student or participant with an original "Certification of Completion of a Course in Interim Therapeutic Restoration for the RDH, RDHAP, and RDHEF", "Certification of Completion of a Course in Radiographic Decision-Making for the RDH, RDHAP, and RDHEF", or "Certification of Completion of a Course in Radiographic Decision-Making and Interim Therapeutic Restorations for the RDH, RDHAP, and RDHEF", as applicable.

(g) Appeals.

(1) The Board may deny or withdraw its approval of a course for noncompliance with this section. If the Board denies or withdraws approval of a course, the reasons for withdrawal or denial will be provided in writing within sixty (60) business days.

(2) Any course provider or applicant whose approval is denied or withdrawn shall be granted an informal conference before the Executive Officer or his or her designee prior to the effective date of such action. The applicant or course

provider shall be given at least ninety (90) business days' notice of the time and place of such informal conference and the specific grounds for the proposed action.

(3) The applicant or course provider may contest the denial or withdrawal of approval by either:

(A) Appearing at the informal conference. The Executive Officer shall notify the course provider of the final decision of the Executive Officer within thirty (30) business days of the informal conference. Based on the outcome of the informal conference, the course provider may then request a hearing to contest the Executive Officer's final decision. A course provider shall request a hearing by written notice to the Board within thirty (30) business days of the postmark date of the letter of the Executive Officer's final decision after informal conference. Hearings shall be held pursuant to the provisions of Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code; or

(B) Notifying the Board in writing the course provider's election to forego the informal conference and to proceed with a hearing pursuant to the provisions of Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code. Such notification shall be made to the Board before the date of the informal conference.

NOTE: Authority cited: Sections 1905, 1906, and 1910.5, Business and Professions Code. Reference: Section 1910.5, Business and Professions Code.



**Application for Approval of a Course in Radiographic Decision-Making
for the Student in a Dental Hygiene Educational Program**

Business & Professions Code (BPC) sections 1910.5 and 1921, California Code of
Regulations (CCR) Title 16, section 1109

Non-Refundable Fee: \$300
(Must accompany application)

Receipt	_____	RC	_____
Date Filed	_____	\$	_____
Approved	_____	Denied	_____
RP #	_____		_____

PLEASE TYPE OR PRINT LEGIBLY.

<u>RDM Course Provider</u>			
<u>Dental Hygiene Educational Program Name</u>			
<u>Mailing Address</u>			
<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Phone</u>
<u>Course Director Name</u>		<u>Course Director Email</u>	
<u>Program Director Name</u>		<u>Program Director Email</u>	

Requirements for Course Approval:

A course in "Radiographic Decision-Making for the Student in a Dental Hygiene Educational Program" must be approved by the Board prior to implementation. Course records shall be subject to inspection by the Board at any time. The Board may withdraw course approval at any time that it determines that a course does not meet the regulatory requirements of Title 16 of the CCR.

- Will the course be sufficient in length for the students to develop competency in making decisions regarding which radiographs to expose to facilitate diagnosis and treatment planning by a dentist and be, at a minimum, four (4) hours in length and include didactic, laboratory and simulated clinical experiences to follow the requirements of 16 CCR section 1109? Yes ☐ No ☐
- Will the course provide instruction in determining which radiographs to perform on a patient who has not received an initial examination by the supervising dentist for the

specific purpose of the dentist making a diagnosis and treatment plan for the patient? Yes ☐ No ☐

*Include a copy of the curriculum for the course(s) where determining radiographs to be performed is provided. The curriculum must include course syllabi which includes curriculum content; specific instruction hours in the individual areas of didactic, laboratory and simulated clinical instruction; written course and specific instructional learning outcomes that will be accomplished within the framework of the course(s), including theoretical aspects of each subject as well as practical application; competency forms, and methods of evaluation; remediation policies; and faculty load assignments.

Label as Exhibit 1.

3. Will the course be established at the post-secondary level? Yes ☐ No ☐

4. Will all faculty possess the minimum requirements pursuant to 16 CCR section 1109 (d)(3)? Yes ☐ No ☐

*Attach a list of names of all faculty, copies of their CA RDH/DDS/DMD licensures and ~~proof of~~ RDM/ITR training **completion letter (if training completed prior to September 1, 2021) or certificate pursuant to 16 CCR section 1109(f).**

Label as Exhibit 2.

5. Will the Dental Hygiene Educational Program (DHEP) provide the resources necessary to meet the education requirements as specified in 16 CCR section 1109? Yes ☐ No ☐

6. Will there be a laboratory, patient clinic area and radiology area for use by students? Yes ☐ No ☐

*Attach a facility site map indicating each of these areas. **Label as Exhibit 3.**

7. Will all students have access to equipment and materials necessary to develop the skills in the duties being taught? Yes ☐ No ☐

*Attach a list of equipment and supplies available for each student. **Label as Exhibit 4.**

8. Will the DHEP retain for a minimum of five (5) years copies of individual student records, including those necessary to establish satisfactory completion of the course; copies of lab and clinical competency documents; copies of faculty calibration plans; faculty credentials, licenses, and certifications including documented background in educational methodology within previous two years; copies of student course evaluations and a summation thereof; and copies of curriculum, including course syllabi, exams, sample test questions and clinic rubrics? Yes ☐ No ☐

9. Will the DHEP issue and provide the student with an original "Certification of Completion of a Course in Radiographic Decision-Making for the RDH" pursuant to the regulatory requirements set forth by 16 CCR section 1016 (h)(1), only after a student has successfully completed the requirements of his or her course in RDM?
Yes ☐ No ☐

*Attach a sample of the certificate that will be issued. Label as Exhibit 5.

Acknowledgement:

10. Will the DHEP inform the Board of any changes to the course content, physical facilities, and faculty within ten (10) business days of such changes?
Yes ☐ No ☐
11. Have you reviewed BPC sections 1910.5 and 1921 and 16 CCR section 1109?
Yes ☐ No ☐
12. Do you agree to abide by the statutory and regulatory requirements set forth in BPC sections 1910.5 and 1921 and 16 CCR section 1109 AND do you acknowledge that failure to do so may result in loss of course approval?
Yes ☐ No ☐

The Board may approve or deny approval of any course. If the Board denies approval of a course, the reasons for denial will be provided in writing within sixty (60) business days pursuant to 16 CCR section 1109.

Certification:

I certify, under the penalty of perjury under the laws of the State of California, that the statements made in the application are true and correct.

Signature of Course Director

Date

Signature of Program Director

Date

INFORMATION COLLECTION AND ACCESS

The information requested herein is mandatory and is maintained by the Dental Hygiene Board of California, 2005 Evergreen Street, Suite 1350, Sacramento, CA 95815, Executive Officer, 916-263-1978, in accordance with Business & Professions Code, section 1900 et seq. The information requested will be used to determine eligibility. Failure to provide all or any part of the requested information will result in the rejection of the application as incomplete. Each individual has the right to review his or her own personal information maintained by the agency as set forth in the Information Practices Act unless the records are exempt from disclosure. Applicants are advised that the names(s) and address(es) submitted may, under limited circumstances, be made public.



**Application for Approval of a Continuing Education Course in
 Radiographic Decision Making for the Registered Dental Hygienist, Registered
 Dental Hygienist in Alternative Practice, and Registered Dental Hygienist in
 Expanded Functions**

Business & Professions Code (BPC) sections 1910.5 and 1921, California Code of
 Regulations (CCR) Title 16, section 1109

Non-Refundable Fee: \$300
(Must accompany application)

Receipt	_____	RC	_____
Date Filed	_____	\$	_____
Approved	_____	Denied	_____
RP #	_____		_____

PLEASE TYPE OR PRINT LEGIBLY.

<u>RDM Continuing Education Course Provider</u>			
<u>RDM Continuing Education Course Provider Name</u>			
<u>*Mailing Address</u>			
<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Phone</u>
<u>Course Director Name</u>		<u>Course Director Email</u>	

*This information is public. You may provide a Post Office Box number, or other
 alternate mailing address, instead of your home address, as the address of record.

Requirements for Course Approval:

A "Continuing Education Course in Radiographic Decision Making for the Registered
 Dental Hygienist, Registered Dental Hygienist in Alternative Practice, and Registered
 Dental Hygienist in Expanded Functions" must be approved by the Board prior to
 operation. Each approved course must submit a biennial report. Course records shall be
 subject to inspection by the Board at any time. The Board may withdraw course
 approval at any time that it determines that a course does not meet the regulatory
 requirements of Title 16 of the CCR.

1. Will the course be sufficient in length for the participants to develop competency in
 making decisions regarding which radiographs to expose to facilitate diagnosis and
 treatment planning by a dentist and shall be, at a minimum, four (4) hours in length

and include didactic, laboratory and simulated clinical experiences to follow the requirements of 16 CCR section 1109? Yes ☐ No ☐

2. Will the course provide instruction in determining which radiographs to perform on a patient who has not received an initial examination by the supervising dentist for the specific purpose of the dentist making a diagnosis and treatment plan for the patient? Yes ☐ No ☐

*Attach a copy of RDM curriculum. The curriculum must include course syllabi which includes curriculum content; specific instruction hours in the individual areas of didactic, laboratory and simulated clinical instruction; written course and specific instructional learning outcomes that will be accomplished within the framework of the course, including theoretical aspects of each subject as well as practical application; competency forms, and methods of evaluation; remediation policies; and faculty assignments. **Label as Exhibit 1.**

3. Will the course be established at the post-graduate educational level? Yes ☐ No ☐

4. Will all faculty possess the minimum requirements pursuant to 16 CCR section 1109 (d)(3)? Yes ☐ No ☐

*Attach a list of names of all faculty, copies of their CA RDH/DDS/DMD licensures and ~~proof of~~ RDM/ITR training **completion letter (if training completed prior to September 1, 2021) or certificate pursuant to 16 CCR section 1109(f).** **Label as Exhibit 2.**

5. Will the Dental Hygiene Continuing Educational Provider (DHCEP) provide the resources necessary to meet the education requirements as specified in 16 CCR section 1109? Yes ☐ No ☐

6. Will all participants have access to equipment and materials necessary to develop the skills in the duty being taught? Yes ☐ No ☐

*Attach a list of equipment and supplies available for each participant. **Label as Exhibit 3.**

7. Will the DHCEP retain for a minimum of five (5) years copies of individual participant records, including those necessary to establish satisfactory completion of the course; copies of lab and simulated clinical competency documents; copies of faculty calibration plans; faculty credentials, licenses, and certifications including documented background in educational methodology within previous two years; copies of participant course evaluations and a summation thereof; and copies of curriculum, including course syllabi, exams, sample test questions and simulated clinical rubrics? Yes ☐ No ☐

8. Will the DHCEP issue and provide the participant with an original "Certification of Completion of a Course in Radiographic Decision Making for the RDH" pursuant to the regulatory requirements set forth by 16 CCR section 1016 (h)(1), only after a participant has successfully completed the requirements of his or her course in RDM? Yes ☐ No ☐

*Attach a sample of the certificate that will be issued. Label as Exhibit 4.

Acknowledgement:

9. Will the DHCEP inform the Board of any changes to the course content, physical facilities, and faculty within ten (10) business days of such changes? Yes ☐ No ☐
10. Have you reviewed BPC sections 1910.5 and 1921 and 16 CCR section 1109? Yes ☐ No ☐
11. Do you agree to abide by the statutory and regulatory requirements set forth in BPC sections 1910.5 and 1921 and 16 CCR section 1109 AND do you acknowledge that failure to do so may result in loss of course approval? Yes ☐ No ☐

The Board may approve or deny approval of any course. If the Board denies approval of a course, the reasons for denial will be provided in writing within sixty (60) business days pursuant to 16 CCR section 1109.

Certification:

I certify, under the penalty of perjury under the laws of the State of California, that the statements made in the application are true and correct.

Signature of Course Director

Date

INFORMATION COLLECTION AND ACCESS

The information requested herein is mandatory and is maintained by the Dental Hygiene Board of California, 2005 Evergreen Street, Suite 1350, Sacramento, CA 95815, Executive Officer, 916-263-1978, in accordance with Business & Professions Code, section 1900 et seq. The information requested will be used to determine eligibility. Failure to provide all or any part of the requested information will result in the rejection of the application as incomplete. Each individual has the right to review his or her own personal information maintained by the agency as set forth in the Information Practices Act unless the records are exempt from disclosure. Applicants are advised that the names(s) and address(es) submitted may, under limited circumstances, be made public.



Application for Approval of a Course in Interim Therapeutic Restorations for the Student in a Dental Hygiene Educational Program

Business & Professions Code (BPC) sections 1910.5 and 1921, California Code of Regulations (CCR) Title 16, section 1109

Non-Refundable Fee: \$300
(Must accompany application)

<u>Receipt</u> _____	<u>RC</u> _____
<u>Date Filed</u> _____	<u>\$</u> _____
<u>Approved</u> _____	<u>Denied</u> _____
<u>RP #</u> _____	_____

PLEASE TYPE OR PRINT LEGIBLY.

<u>ITR Course Provider</u>			
<u>Dental Hygiene Educational Program Name</u>			
<u>Mailing Address</u>			
<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Phone</u>
<u>Course Director Name</u>		<u>Course Director Email</u>	
<u>Program Director Name</u>		<u>Program Director Email</u>	

Requirements for Course Approval:

A course in "Interim Therapeutic Restorations for the Student in a Dental Hygiene Educational Program" must be approved by the Board prior to implementation. Course records shall be subject to inspection by the Board at any time. The Board may withdraw course approval at any time that it determines that a course does not meet the regulatory requirements of Title 16 of the CCR.

- Will the course be sufficient in length for the students to develop competency in placement of protective restorations which are identified as interim therapeutic restorations (ITR) and be, at a minimum, sixteen (16) hours in length, including four (4) hours of didactic training, four (4) hours of laboratory training, and eight (8) hours of clinical training to follow the requirements of 16 CCR section 1109?

Yes ☐ No ☐

2. Will the course provide instruction in ITR in accordance with BPC sections 1910.05 and 1926.05 using the competency-based training protocols established by 16 CCR section 1109?

*Attach a copy of ITR curriculum. The curriculum must include course syllabi which includes curriculum content; specific instruction hours in the individual areas of didactic, laboratory and clinical instruction; written course and specific instructional learning outcomes that will be accomplished within the framework of the course(s), including theoretical aspects of each subject as well as practical application; competency forms, and methods of evaluation; remediation policies; and faculty load assignments. **Label as Exhibit 1.**

Yes ☐ No ☐

3. Will the course be established at the postsecondary level? Yes ☐ No ☐

4. Will all faculty possess the minimum requirements pursuant to 16 CCR section 1109 (d)(3)?

*Attach a list of names of all faculty, copies of their CA RDH/DDS/DMD licensures and **proof of RDM/ITR training completion letter (if training completed prior to September 1, 2021) or certificate pursuant to 16 CCR section 1109(f).** **Label as Exhibit 2.**

Yes ☐ No ☐

5. Will the Dental Hygiene Educational Program (DHEP) provide the resources necessary to meet the education requirements as specified in 16 CCR section 1109? Yes ☐ No ☐

6. Will there be a laboratory, patient clinic area and radiology area for use by students?

*Attach a facility site map indicating each of these areas. **Label as Exhibit 3.**

Yes ☐ No ☐

7. Will all students have access to equipment and materials necessary to develop the skills in the duties being taught?

*Attach a list of equipment and supplies available for each student. **Label as Exhibit 4.**

Yes ☐ No ☐

8. Will the DHEP retain for a minimum of five (5) years copies of individual student records, including those necessary to establish satisfactory completion of the course; copies of lab and clinical competency documents; copies of faculty calibration plans; faculty credentials, licenses, and certifications including documented background in educational methodology within previous two years; copies of student course evaluations and a summation thereof; and copies of curriculum, including course syllabi, exams, sample test questions and clinic rubrics?

Yes ☐ No ☐

9. Will the DHEP issue and provide the student with an original "Certification of Completion of a Course in Interim Therapeutic Restorations for the RDH" pursuant to the regulatory requirements set forth by 16 CCR section 1016 (h)(1), only after a student has successfully completed the requirements of his or her course in ITR?

*Attach a sample of the certificate that will be issued. Label as Exhibit 5.

Yes ☐ No ☐

Acknowledgement:

10. Will the DHEP inform the Board of any changes to the course content, physical facilities, and faculty within ten (10) business days of such changes?

Yes ☐ No ☐

11. Have you reviewed BPC sections 1910.5 and 1921 and 16 CCR section 1109?

Yes ☐ No ☐

12. Do you agree to abide by the statutory and regulatory requirements set forth in BPC sections 1910.5 and 1921, and 16 CCR section 1109 AND do you acknowledge that failure to do so may result in loss of course approval?

Yes ☐ No ☐

The Board may approve or deny approval of any course. If the Board denies approval of a course, the reasons for denial will be provided in writing within sixty (60) business days pursuant to 16 CCR section 1109.

Certification:

I certify, under the penalty of perjury under the laws of the State of California, that the statements made in the application are true and correct.

Signature of Course Director

Date

Signature of Program Director

Date

INFORMATION COLLECTION AND ACCESS

The information requested herein is mandatory and is maintained by the Dental Hygiene Board of California, 2005 Evergreen Street, Suite 1350, Sacramento, CA 95815, Executive Officer, 916-263-1978, in accordance with Business & Professions Code, section 1900 et seq. The information requested will be used to determine eligibility. Failure to provide all or any part of the requested information will result in the rejection of the application as incomplete. Each individual has the right to review his or her own personal information maintained by the agency as set forth in the Information Practices Act unless the records are exempt from disclosure. Applicants are advised that the names(s) and address(es) submitted may, under limited circumstances, be made public.



**Application for Approval of a Continuing Education Course in
Interim Therapeutic Restorations for the Registered Dental Hygienist, Registered Dental
Hygienist in Alternative Practice, and Registered Dental Hygienist in Extended Functions**

Business & Professions Code (BPC) sections 1910.5 and 1921,
California Code of Regulations Title 16, section 1109

Non-Refundable Fee: \$300
(Must accompany application)

Receipt	_____	RC	_____
Date Filed	_____	\$	_____
Approved	_____	Denied	_____
RP #	_____		_____

PLEASE TYPE OR PRINT LEGIBLY.

<u>ITR Continuing Education Course Provider</u>			
<u>ITR Continuing Education Course Provider Name</u>			
<u>*Mailing Address</u>			
<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Phone</u>
<u>Course Director Name</u>	<u>Course Director Email</u>		

*This information is public. You may provide a Post Office Box number, or other alternate mailing address, instead of your home address, as the address of record.

Requirements for Course Approval:

A "Continuing Education Course in Interim Therapeutic Restorations for the Registered Dental Hygienist, Registered Dental Hygienist in Alternative Practice, and Registered Dental Hygienist in Expanded Functions" must be approved by the Board prior to operation. Each approved course must submit a biennial report. Course records shall be subject to inspection by the Board at any time. The Board may withdraw course approval at any time that it determines that a course does not meet the regulatory requirements of Title 16 of the California Code of Regulations (CCR).

1. Will the course be sufficient in length for the participants to develop competency in placement of protective restorations which are identified as interim therapeutic restorations (ITR) and be, at a minimum, sixteen (16) hours in length, including four (4) hours of didactic training, four (4) hours of laboratory training, and eight (8) hours of clinical training to follow the requirements of 16 CCR section 1109?
Yes ☐ No ☐

2. Will the course provide instruction in ITR in accordance with BPC sections 1910.05 and 1926.05 using the competency-based training protocols established by 16 CCR section 1109?

Yes ☐ No ☐

*Attach a copy of ITR curriculum. The curriculum must include course syllabi which includes curriculum content; specific instruction hours in the individual areas of didactic, laboratory and clinical instruction; written course and specific instructional learning outcomes that will be accomplished within the framework of the course(s), including theoretical aspects of ITR as well as practical application; competency forms, and methods of evaluation; remediation policies; and faculty assignments. **Label as Exhibit 1.**

3. Will the course be established at the post-graduate educational level?

Yes ☐ No ☐

4. Will all faculty possess the minimum requirements pursuant to 16 CCR section 1109 (d)(3)?

*Attach a list of names of all faculty, copies of their CA RDH/DDS/DMD licensures and **proof of RDM/ITR training completion letter (if training completed prior to September 1, 2021) or certificate pursuant to 16 CCR section 1109(f).** **Label as Exhibit 2.**

Yes ☐ No ☐

5. Will the Dental Hygiene Continuing Educational Provider (DHCEP) provide the resources necessary to accomplish education as specified in 16 CCR section 1109?

Yes ☐ No ☐

6. Will there be a laboratory, patient clinic area and radiology area for use by participants?

*Attach a facility site map indicating each of these areas. **Label as Exhibit 3.**

Yes ☐ No ☐

7. Will all participants have access to equipment and materials necessary to develop the skills in the duty being taught?

*Attach a list of equipment and supplies available for each participant. **Label as Exhibit 4.**

Yes ☐ No ☐

8. Will the DHCEP retain for a minimum of five (5) years copies of individual participant records, including those necessary to establish satisfactory completion of the course; copies of lab and clinical competency documents; copies of faculty calibration plans; faculty credentials, licenses, and certifications including documented background in educational methodology within previous two years; copies of participant course evaluations and a summation thereof; and copies of curriculum, including course syllabi, exams, sample test questions and clinic rubrics?

Yes ☐ No ☐

9. Will the DHCEP issue and provide the participant with an original "Certification of Completion of a Course in Interim Therapeutic Restorations for the RDH" pursuant to the regulatory requirements set forth by 16 CCR section 1016 (h)(1), only after a participant has successfully completed the requirements of his or her course in ITR?

*Attach a sample of the certificate that will be issued. **Label as Exhibit 5.** Yes ☐ No ☐

Acknowledgement:

10. Will the DHCEP inform the Board of any changes to the course content, physical facilities, and faculty within ten (10) business days of such changes?

Yes ☐ No ☐

11. Have you reviewed BPC sections 1910.5 and 1921 and 16 CCR section 1109?

Yes ☐ No ☐

12. Do you agree to abide by the statutory and regulatory requirements set forth in BPC sections 1910.5 and 1921, and 16 CCR section 1109 AND do you acknowledge that failure to do so may result in loss of course approval?

Yes ☐ No ☐

The Board may approve or deny approval of any course. If the Board denies approval of a course, the reasons for denial will be provided in writing within sixty (60) business days pursuant to 16 CCR section 1109.

Certification:

I certify, under the penalty of perjury under the laws of the State of California, that the statements made in the application are true and correct.

Signature of Course Director

Date

INFORMATION COLLECTION AND ACCESS

The information requested herein is mandatory and is maintained by the Dental Hygiene Board of California, 2005 Evergreen Street, Suite 1350, Sacramento, CA 95815, Executive Officer, 916-263-1978, in accordance with BPC section 1900 et seq. The information requested will be used to determine eligibility. Failure to provide all or any part of the requested information will result in the rejection of the application as incomplete. Each individual has the right to review his or her own personal information maintained by the agency as set forth in the Information Practices Act unless the records are exempt from disclosure. Applicants are advised that the names(s) and address(es) submitted may, under limited circumstances, be made public.

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 19: Discussion and Possible Action on the Following Proposed Regulatory Package: 16 CCR Section 1117. Reporting Dental Relationships Between Registered Dental Hygienists in Alternative Practice and Licensed Dentists

BACKGROUND

At the August 29, 2020 Board WebEx Teleconference, the Board approved draft language to report the relationship of a registered dental hygienist in alternative practice (RDHAP) with a licensed dentist who is available for referral, consultation, and emergency services for the RDHAP's patients of record.

During the regulatory process review, Kimberly Kirchmeyer, Director of Consumer Affairs, expressed concern regarding the proposed language. Specifically, the language as drafted provided that an RDHAP could not have a relationship with a dentist whose license was under discipline. This would include a dentist whose license was on probation but was still authorized to practice. The revised language will clarify that only a dentist who is prohibited from practice would be ineligible to act as the dentist for the RDHAP-dentist relationship. This will avoid any interpretation that a dentist on probation is precluded from having a relationship with an RDHAP.

Staff Recommendation:

Staff recommends the Board review the amended proposed language in the attached document, determine whether additional information or language is required, complete the draft of proposed regulatory language, and direct staff to take all steps necessary to continue the formal rulemaking process, including noticing the proposed language for 45-day public comment, setting the matter for a public hearing, if requested, and authorize the Executive Officer to make any non-substantive changes to the rulemaking package. If after the close of the 45-day public comment period and public regulatory hearing, if held, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed text to the California Code of Regulations (CCR), Title 16, Division 11 section 1117.

Proposed Motion Language

Approve the proposed regulatory text for section 1117, direct staff to take all steps necessary to continue the formal rulemaking process, including noticing the proposed language for 45-day public comment, setting the matter for a public hearing, if requested, and authorize the Executive Officer to make any non-substantive changes to the rulemaking package. If after the close of the 45-day public comment period and public regulatory hearing, if held, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed text to the California Code of Regulations (CCR), Title 16, Division 11 section 1117.

Pros: By approving staff's recommendation, the Board will clarify the status of who may have a relationship with an RDHAP and ensure a licensed dentist is available for referral, consultation, and emergency services for the RDHAP's patients of record to ensure the safety of the public and move the proposal forward in the regulatory process.

Cons: If the Board does not approve the recommended amendments to the regulatory language found in proposed 16 CCR section 1117 to clarify the procedure to document the ongoing existing relationship of the RDHAP with a licensed dentist to ensure that a licensed dentist is available for referral, consultation, and emergency services, it would compromise the safety of the public and prevent the proposal from moving forward in the regulatory process.

**TITLE 16. DENTAL HYGIENE BOARD OF CALIFORNIA
DEPARTMENT OF CONSUMER AFFAIRS**

PROPOSED LANGUAGE

LEGEND

<u>Underlined</u>	Indicates proposed amendments or additions to the existing regulation.
Strikeout	Indicates proposed deletions to the existing regulation.

**Adopt Section 1117 of Title 16 of the California Code of Regulations (CCR)
to read as follows:**

**§1117 Reporting Dental Relationships Between Registered Dental Hygienists in
Alternative Practice and Licensed Dentists**

- (a) Upon application for a registered dental hygienist in alternative practice (RDHAP) license, the applicant shall provide documentation specified in subdivision (f) to the Dental Hygiene Board of California (Board) of a relationship with at least one licensed dentist located in California for referral, consultation, and emergency services.
- (b) An RDHAP shall provide the documentation specified in subdivision (f) to the Board of a current relationship with at least one licensed dentist for referral, consultation, and emergency services at every biennial license renewal.
- (c) An RDHAP shall report any termination of the existing dentist relationship to the Board within 30 calendar days of the termination and provide the documentation specified in subdivision (f) to the Board for at least one licensed dentist with whom the new relationship has been established for referral, consultation, and emergency services.
- (d) At all times during the relationship between the RDHAP and the dentist, the dentist's license must be current, active, and not under discipline **prohibiting practice** by the Dental Board of California (DBC).
- (e) If an RDHAP learns that the dentist with whom they have an existing relationship is being placed under discipline **prohibiting practice** by the DBC, the RDHAP shall terminate the existing dental relationship and notify the Board within 30 calendar days of the termination, and shall provide the documentation specified in subdivision (f) to the Board with at least one licensed dentist with whom the

new relationship has been established for referral, consultation, and emergency services.

(f) Documentation required to be reported to the Board shall include, but not limited to:

(1) The dentist's name;

(2) The dentist's California license number; and

(3) Signed "Documentation of Registered Dental Hygienist in Alternative Practice (RDHAP) Relationship with Dentist" (Form RDHAP-01 (New 08-2020), which is hereby incorporated by reference.

Note: Authority cited: Sections 1905 and 1906, Business and Professions Code.
Reference cited: Section 1930, Business and Professions Code.

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislation, and Regulatory Specialist
SUBJECT	FULL 20: Discussion and Possible Action on the Following Proposed Regulatory Package: 16 CCR Section 1118. Registered Dental Hygienists in Alternative Practice, Performance of Soft Tissue Curettage and Administration of Local Anesthesia

Background:

Senate Bill 653 (Chang, Chapter 130, Statutes of 2020) authorize a registered dental hygienist in alternative practice to perform soft-tissue curettage and administration of local anesthesia with documented consultation with a collaborating dentist in the residences of the homebound, residential facilities and other institutions, medical settings that a residential facility patient has been transferred to for outpatient services, dental health professional shortage areas, and dental offices, as long as a specified protocols are followed.

At the March 20, 2021 WebEx Teleconference Board meeting, the Board requested staff to provide draft language for proposed California Code of Regulations (CCR) Title 16, section 1118: Registered Dental Hygienists in Alternative Practice, Performance of Soft Tissue Curettage and Administration of Local Anesthesia to be placed on the agenda of the next scheduled Board meeting.

Staff Recommendation:

Staff recommends to the Board to review the language in the attached starting point document, determine whether additional information or language is required, complete the draft of proposed regulatory language, relative to the implementation of "Registered Dental Hygienists in Alternative Practice, Performance of Soft Tissue Curettage and Administration of Local Anesthesia", and direct staff to take all steps necessary to initiate the formal rulemaking process, including noticing the proposed language for 45-day public comment, setting the proposed language for a public hearing, and authorize the Executive Officer to make any non-substantive changes to the rulemaking package. If after the close of the 45-day public comment period and public regulatory hearing, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed text to 16 CCR section 1118 as noticed.

Proposed Motion Language:

Direct staff to take all steps necessary to initiate the formal rulemaking process, including noticing the proposed language for 45-day public comment, setting the proposed language for a public hearing, and authorize the Executive Officer to make any non-substantive changes to the rulemaking package. If after the close of the 45-day public comment period and public regulatory hearing, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed text to 16 CCR section 1118 as noticed.

Pros: Implementation of the provisions of SB 653 will allow a registered dental hygienist in alternative practice to perform soft-tissue curettage and administration of local anesthesia in the residences of the homebound, residential facilities and other institutions, medical settings that a residential facility patient has been transferred to for outpatient services, dental health professional shortage areas, and dental offices, thereby increasing access of care to the citizens of California.

Cons: Denying the implementation of the provisions of SB 653 will prevent a registered dental hygienist in alternative practice from performing soft-tissue curettage and administration of local anesthesia in the residences of the homebound, residential facilities and other institutions, medical settings that a residential facility patient has been transferred to for outpatient services, dental health professional shortage areas, and dental offices, thereby decreasing access of care to the citizens of California.

**TITLE 16. DENTAL HYGIENE BOARD OF CALIFORNIA
DEPARTMENT OF CONSUMER AFFAIRS**

PROPOSED LANGUAGE

LEGEND

<u>Underlined</u>	Indicates proposed amendments or additions to the existing regulation.
Strikeout	Indicates proposed deletions to the existing regulation.

Adopt Section 1118 of Title 16 of the California Code of Regulations (CCR)
to read as follows:

§1118 Registered Dental Hygienists in Alternative Practice, Performance of Soft Tissue Curettage and Administration of Local Anesthesia

A licensed registered dental hygienist in alternative practice (RDHAP) may perform soft tissue curettage and administer local anesthesia in accordance with the provisions of this subdivision. The RDHAP shall:

- (a) Consult with a California licensed dentist to authorize the use of soft tissue curettage or local anesthesia for each patient to be treated by the RDHAP in local anesthesia or soft tissue curettage. The consultation shall be documented in the patient's chart and include, without limitation, the date of consultation, name of consulting dentist, and the consulting dentist's California license number.
- (b) Have the physical presence on the premises of one additional individual trained in basic life support and qualified to administer cardiopulmonary resuscitation during an emergency when soft tissue curettage or local anesthesia administration will take place. For the purpose of section 1926.01(b) "immediately available" means physical presence.
- (c) Have access to portable oxygen administration equipment to assist with administration of basic life support.

Note: Authority cited: Sections 1905 and 1906, Business and Professions Code.
Reference cited: Section 1926.01, Business and Professions Code.

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 21: Discussion and Possible Action on the Withdrawal of the Following Proposed Regulatory Package: 16 CCR Section 1123: Dental Hygiene Clinical Examinations; Passing Scores.

Background:

At the March 20, 2021 Dental Hygiene Board of California (Board) WebEx Teleconference, the Board approved draft language for Dental Hygiene Clinical Examinations; Passing Scores.

During legal review, the Department of Consumer Affairs, expressed concerns regarding the proposed language and the regulatory package. Upon review, the Department raised the following issues.

First, the Department does not interpret Business and Professions Code (BPC) sections 1917 or 1918 to grant the Board authority to set passing scores for clinical examinations. These sections appear to only authorize the DHBC to require applicants to perform satisfactorily on "... the dental hygiene examination given by the Western Regional Examining Board or any other clinical or dental hygiene examination approved by the dental hygiene board." (BPC section 1917(b).); or for extended functions hygienists, "Performs satisfactorily on an examination required by the dental hygiene board." For example, as the DHBC must accept the Western Regional Examining Board (WREB) exam by law in BPC section 1917(b), the regulation does not explain how the Board would have the power to set the WREB exam's passing score when, by law, the Board has to allow applicants to qualify if they pass the exam (with passing scores set according to WREB, a private organization).

Second, the Department expressed clarity concerns with certain aspects of the language. For example, the proposed language does not specify the clinical examination the Board is approving for purposes of establishing a criterion-referenced passing score. Additionally, it is not specified in the regulation whether the Board is designating any exam as acceptable. The Legal Affairs Division recommended that the Board consider withdrawing or amending the package and re-submit the proposal with new language specifying the examinations approved by the Board.

Upon further review and coupled with concerns raised by the Department, it is the recommendation of the board staff to no longer pursue this regulatory package and withdraw it.

Staff Recommendation:

Staff recommends the Board withdraw 16 CCR Section 1123: Dental Hygiene Clinical Examinations; Passing Scores from the regulatory process.

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 22: Discussion and Possible Action on the Following Proposed Regulatory Package: 16 CCR Section 1138.1: Unprofessional Conduct.

Background:

At the November 21, 2020 Board WebEx Teleconference, the Board approved draft language add section 1138.1 to the California Code of Regulations (CCR), thereby adding the following categories of unprofessional conduct: (1) providing false statements to the Board; (2) failure to provide requested documentation to the Board; (3) failure to cooperate with Board investigations; and (4) failure to report convictions and disciplinary actions against the licensee.

During the regulatory process review, DHBC's legal counsel identified duplicative language found in Business and Professions Code section 1955(d). If not amended, it would cause concerns during the review process at the Office of Administrative Law.

Staff Recommendation:

Staff recommends the Board review and approve the amended proposed language in the attached document, and direct staff to take all steps necessary to continue the formal rulemaking process, including noticing the proposed language for 45-day public comment, setting the matter for a public hearing, if requested, and authorize the Executive Officer to make any non-substantive changes to the rulemaking package. If after the close of the 45-day public comment period and public regulatory hearing, if held, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed text to the 16 CCR section 1138.1.

Proposed Motion Language:

Direct staff to take all steps necessary to continue the formal rulemaking process, including noticing the proposed language for 45-day public comment, setting the matter for a public hearing, if requested, and authorize the Executive Officer to make any non-substantive changes to the rulemaking package. If after the close of the 45-day public comment period and public regulatory hearing, if held, no adverse comments are received, authorize the Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed text to the 16 CCR section 1138.1.

Pros: By approving staff's recommendation, the Board will add the following categories to be considered unprofessional conduct: (1) providing false statements to the Board; (2) failure to provide requested documentation to the Board; (3) failure to cooperate with Board investigations; and (4) failure to report convictions and disciplinary actions against the licensee.

Cons: If the Board does not approve the recommended amendments to the regulatory language found in proposed 16 CCR section 1138.1, it would prevent the proposal from moving forward in the regulatory process.



TITLE 16. DENTAL HYGIENE BOARD OF CALIFORNIA - DEPARTMENT OF CONSUMER AFFAIRS PROPOSED LANGUAGE

Adopt Section 1138.1 of Title 16 of the California Code of Regulations (CCR) to read as follows:

§ 1138.1 Unprofessional Conduct.

In addition to the conduct described in Section 1950.5 of the Code, “unprofessional conduct” also includes, but is not limited to, the following:

- (a) Knowingly making any statement or signing any certificate or other document directly or indirectly related to the practice of dental hygiene ~~which-that~~ falsely represents the existence or nonexistence of a state of facts.
- (b) A licensee’s failure to provide to the Dental Hygiene Board of California (Board), as directed, lawfully requested copies of documents within 15 calendar days of receipt of the request or within the time specified in the request, whichever is later, unless the licensee is unable to provide the documents within this time period for good cause, including but not limited to, physical inability to access the records in the time allowed due to illness or travel. This subdivision shall not apply to a licensee who does not have access to, or control over the documents.
- (c) Failure to cooperate ~~and-or~~ participate in any Board investigation pending against the licensee. This ~~subsection-subdivision~~ shall not be construed to deprive a licensee of any privilege guaranteed by the Fifth Amendment to the Constitution of the United States, or any other constitutional or statutory privileges. This subdivision shall not be construed to require a licensee to cooperate with a request that would require the licensee to waive any constitutional or statutory privilege or to comply with a request for information or other matters within an unreasonable period of time in light of the time constraints of the licensee’s practice. Any ~~valid~~ exercise by a licensee of any constitutional or statutory privilege shall not be used against the licensee in an administrative or disciplinary proceeding against the licensee.
- (d) Failure to report to the Board, within 30 calendar days, any of the following:
 - (1) The conviction of the licensee, including any verdict of guilty, or pleas of guilty or no contest, of any felony or misdemeanor.

Commented [DR1]: Non-sub

Commented [DR2]: Non-sub

Commented [DR3]: Non-sub.

Commented [PA4]: Non-sub

(2) Any final disciplinary action taken by another licensing entity or authority of this state or of another state or an agency of the federal government or the United States military.

(c) Failure or refusal to comply with a court order issued in the enforcement of a subpoena mandating the release of records to the Board.

Note: Authority cited: Sections 1905 and 1906, Business and Professions Code.
Reference: Section 1950.5, Business and Professions Code.

Commented [PA5]: Deletion due to duplicative section found in Business and Professions Code section 1955(d)

Legislative Bills of Interest Current as of 7/8/2021

Legislation	Topic	Status	DHBC Position as of 3/20/21
AB 29 (Cooper)	<p>State bodies: meetings. This bill would require that notice to include all writings or materials provided for the noticed meeting to a member of the state body by the staff of a state agency, board, or commission, or another member of the state body that are in connection with a matter subject to discussion or consideration at the meeting.</p> <p>The bill would require those writings or materials to be made available on the state body's internet website, and to any person who requests the writings or materials in writing, on the same day as the dissemination of the writings and materials to members of the state body or at least 72 hours in advance of the meeting, whichever is earlier. The bill would prohibit a state body from discussing those writings or materials, or from taking action on an item to which those writings or materials pertain, at a meeting of the state body unless the state body has complied with these provisions.</p>	5/20/2021: Held in the Assembly Appropriations Committee.	Oppose unless Amended
AB 54 (Kiley)	<p>COVID-19 emergency order violation: license revocation. This bill would prohibit the Department of Consumer Affairs, a board within the Department of Consumer Affairs, and the Department of Alcoholic Beverage Control from revoking a license for failure to comply with any COVID-19 emergency orders unless the board or department can prove that lack of compliance resulted in transmission of COVID-19. This bill would declare that it is to take effect immediately as an urgency statute.</p>	4/13/21: Failed Passage in Committee	Oppose unless Amended
AB 107 (Salas)	<p>Licensure: veterans and military spouses This bill would expand the requirement to issue temporary licenses to include licenses</p>	Amended: 6/21/21	Watch

Legislation	Topic	Status	DHBC Position as of 3/20/21
	<p>issued by the Dental Hygiene Board of California. The bill would require a board to issue a temporary license within 30 days of receiving the required documentation. The bill would further specify that an applicant seeking a temporary license submit a signed affidavit attesting to the fact that the applicant meets all of the requirements for a temporary license in the same area and scope of practice for which the applicant holds a license in another state, district, or territory of the United States.</p> <p>The bill would exempt from these provisions a board that has a process in place by which an out-of-state licensed applicant in good standing who is married to, or in a domestic partnership or other legal union with, an active duty member of the Armed Forces of the United States is able to receive expedited, temporary authorization to practice while meeting state-specific requirements for a period of at least one year. This bill would require boards not subject to the temporary licensing provisions described above to issue licenses to an applicant if the applicant meets specified requirements, including that the applicant supplies evidence satisfactory to the board that the applicant is an honorably discharged veteran of the Armed Forces of the United States or is married to, or in a domestic partnership or other legal union with, an active duty member of the Armed Forces of the United States, as provided. The bill would require an application for a license to include a signed affidavit attesting to the fact that the applicant meets all requirements for a license, in the same area and scope of practice as a license issued by another state, district, or territory of the United States.</p> <p>The bill would require an applicant for a temporary license to provide to the board documentation that the applicant has passed</p>	<p>6/30/2021: Re-referred to Senate Committee on Military and Veterans Affairs</p>	

Legislation	Topic	Status	DHBC Position as of 3/20/21
	a California law and ethics examination if otherwise required by the board for the profession or vocation for which the applicant seeks licensure.		
AB 339 (Lee)	<p>State and local government: open meetings. This bill would require all meetings, including gatherings using teleconference technology, to include an opportunity for all persons to attend via a call-in option or an internet-based service option that provides closed captioning services and requires both a call-in and an internet-based service option to be provided to the public. The bill would require all meetings to provide the public with an opportunity to comment on proposed legislation, as provided, and requires translation services to be provided for the 10 most-spoken languages, other than English, in California, and would require those persons commenting in a language other than English to have double the amount of time as those giving a comment in English, if time restrictions on public comment are utilized, except as specified.</p> <p>Amended to: Local government: open and public meetings This bill would require meetings for local agencies to have a call-in or internet-based service option that provides closed captioning provided to the public.</p>	<p>Amended: 4/15/21 Removed requirements for “state bodies”.</p>	<p>Oppose unless Amended</p> <p>7/17/21 Staff Recommendation: Watch</p>
AB 526 (Wood)	<p>Dentists and Podiatrists: clinical laboratories: vaccines. Would authorize a dentist, if the dentist complies with specified requirements, to independently prescribe and administer influenza and COVID-19 vaccines approved or authorized by the United States Food and Drug Administration for persons 3 years of age or older, as specified. The bill would authorize the board to adopt regulations to implement these provisions, as provided. The bill would count vaccine training provided</p>	<p>Amended: 5/25/2021- Referred to Senate Committee on Business and Professions</p>	<p>Watch</p>

Legislation	Topic	Status	DHBC Position as of 3/20/21
	through the federal Centers for Disease Control and Prevention or the California Pharmacists Association toward the fulfillment of a dentist's or dental hygienist's continuing education requirements.		
AB 646 (Low)	Department of Consumer Affairs: boards: expunged convictions. This bill would require boards and bureaus (boards) under the Department of Consumer Affairs (Department) that post information on their website about a revoked license, when the revocation is due to a criminal conviction, to update or remove information about the revoked license should the board receive an expungement order related to the conviction. This bill would authorize a board to charge a fee to perform these activities, not to exceed the necessary cost of administering this bill.	Two-year bill and dead for 2021.	Watch
AB 657 (Bonta) (Cooper)	State civil service system: personal services contracts: professionals. This bill would prohibit a state agency from entering into a contract with a professional, as defined, for a period of more than 365 consecutive days or for a period of 365 nonconsecutive days in a 24-month period. Amended to exclude DCA Boards and Bureaus.	Amended: 4/21/21	Oppose unless Amended 7/17/21 Staff Recommendation: Watch
AB 733 (Chiu)	Dental hygienists: registered dental hygienist in alternative practice. Would make a statement of legislative intent to enact legislation that would expand access to oral healthcare for children enrolled in Medi-Cal and pregnant people by allowing registered dental hygienists in alternative practice to partner with medical professionals in medical settings to provide fluoride treatments and oral health education and to coordinate care with dental providers and the dental care system.	4/30/2021 2-year Bill May be acted upon Jan 2022	Support
AB 858 (Jones-Sawyer)	Employment: health information technology: clinical practice guidelines: worker rights.	7/6/2021: Re-referred to Senate	Watch

Legislation	Topic	Status	DHBC Position as of 3/20/21
	Current law establishes the Department of Consumer Affairs and establishes various boards within its jurisdiction, including those charged with the licensure and regulation of practice in the various healing arts. This bill would provide that the use of technology shall not limit a worker who is providing direct patient care from exercising independent clinical judgment in the assessment, evaluation, planning and implementation of care, nor from acting as a patient advocate.	Committee on Health	
AB 927 (Medina/Choi)	Public postsecondary education: community colleges: statewide baccalaureate degree pilot program. Current law, until July 1, 2026, authorizes the Board of Governors of the California Community Colleges, in consultation with the California State University and the University of California, to establish a statewide baccalaureate degree pilot program. Current law requires that program to consist of a maximum of 15 community college districts, with one baccalaureate degree pilot program each. Would extend the operation of the statewide baccalaureate degree pilot program indefinitely. The bill would remove the requirements that the program consist of a maximum of 15 community college district programs and for a student to commence a program by the end of the 2022–23 academic year. The bill would require a community college district seeking approval to offer a baccalaureate degree program to provide evidence of unmet workforce needs to the Chancellor of the California Community Colleges, as provided.	7/5/2021: Amended and re-referred to Senate Committee on Education.	Support
AB 1273 (Rodriguez)	Interagency Advisory Committee on Apprenticeship: The Director of Consumer Affairs and the State Public Health Officer. Existing law requires the California Workforce Development Board, in consultation with the Division of Apprenticeship Standards, to identify opportunities for “earn and learn” job	Amended on 3/22/21 to include DCA Boards	New Staff 7/17/21 Recommendation: Oppose Unless Amended

Legislation	Topic	Status	DHBC Position as of 3/20/21
	<p>training opportunities that meet the industry's workforce demands and that are in high-wage, high-demand jobs. Existing law defines "earn and learn" to include programs that combine applied learning in a workplace setting with compensation allowing workers or students to gain work experience and secure a wage as they develop skills and competencies directly relevant to the occupation or career for which they are preparing, and programs that bring together classroom instruction with on-the-job training to combine both formal instruction and actual paid work experience.</p> <p>This bill would prohibit the Department of Consumer Affairs and its various boards from prohibiting or approving an accrediting program that prohibits earn and learn programs for training in a profession licensed or certified by the board. The bill would require boards of the Department of Consumer Affairs and the State Department of Public Health to use licensing or certification standards that authorize the use of earn and learn trainings.</p>	6/28/21: Re-referred to Senate Committee on Appropriations	
AB 1552 (Garcia, Eduardo)	<p>Dentistry: foreign dental schools: applications.</p> <p>Current law, beginning January 1, 2020, prohibits the Dental Board of California from accepting new applications for approval of foreign dental schools and instead requires foreign dental schools seeking approval to complete the international consultative and accreditation process with the Commission on Dental Accreditation of the American Dental Association (CODA) or a comparable accrediting body approved by the board. Existing law requires previously approved foreign dental schools to complete the CODA accreditation by January 1, 2024, to remain approved. This bill would instead require previously approved foreign dental schools to</p>	5/25/2021 Inactive bill Died	Watch

Legislation	Topic	Status	DHBC Position as of 3/20/21
	complete the CODA accreditation by January 1, 2030, to remain approved.		
SB 534 (Jones)	<p>Dental hygienists.</p> <p>This bill, for the term commencing on January 1, 2022, would require specified members appointed by the Governor to each serve a term of 3 years, expiring January 1, 2025. The bill would delete the provision relating to the term commencing on January 1, 2012. The bill would provide that, notwithstanding the 2 consecutive term limit, a member who is appointed to fill an unexpired term is eligible to serve 2 complete consecutive terms.</p> <p>This bill would require a special permit to remain valid for 4 years and would thereafter prohibit the board from renewing it. The bill would specify that an applicant for a special permit is required to comply with the fingerprint submission requirements described above and would require an applicant, if teaching during clinical practice sessions, to furnish satisfactory evidence of having successfully completed a course in periodontal soft-tissue curettage, local anesthesia, and nitrous oxide-oxygen analgesia approved by the board.</p> <p>This bill would require an applicant for licensure who has not taken a clinical examination before the board to additionally submit satisfactory evidence of having successfully completed a course or education and training in local anesthesia, nitrous oxide-oxygen analgesia, and periodontal soft-tissue curettage approved by the board.</p> <p>This bill would require a new or existing educational program for registered dental hygienists, registered dental hygienists in alternative practice, or registered dental hygienists in extended functions to comply with to submit a feasibility study demonstrating a need for a new educational</p>	<p>6/30/21: Placed on Suspense File</p> <p>7/6/21: BPC 1903 language in the bill was struck with the understanding to work with the appointing authorities if term limit or appointment issues arise.</p>	Support

Legislation	Topic	Status	DHBC Position as of 3/20/21
	<p>program and to apply for approval from the board before seeking approval for initial accreditation from the Commission on Dental Accreditation or an equivalent body, as determined by the board.</p> <p>This bill would make it unprofessional conduct for a licensee to knowingly make a statement or sign a certificate or other document that falsely represents the existence or nonexistence of a fact directly or indirectly related to the practice of dental hygiene.</p> <p>Existing law authorizes the board to discipline a licensee by placing the licensee on probation under various terms and conditions, including, but not limited to, requiring the licensee to obtain additional training or pass an examination upon completion of training, or both.</p> <p>This bill would require the training to be in a remedial education course approved by the board.</p>		
<p>SB 607 (Min/Roth)</p>	<p>Dentistry: registered dental assistants in extended practice: clinical or practical examination.</p> <p>Amended to: Professions and vocations.</p> <p>(1) Existing law provides for the licensure and regulation of various professions and vocations by boards within the Department of Consumer Affairs. Existing law generally authorizes a board to charge fees for the reasonable regulatory cost of administering the regulatory program for the profession or vocation. Existing law establishes the Professions and Vocations Fund in the State Treasury, which consists of specified special funds and accounts, some of which are continuously appropriated.</p>	<p>7/6/21 Amended and re-referred to Assembly Committee on Business and Professions</p>	<p>Watch</p>

Legislation	Topic	Status	DHBC Position as of 3/20/21
	<p>Existing law provides for the issuance of temporary licenses in certain fields where the applicant, among other requirements, has a license to practice within that field in another jurisdiction, as specified. Existing law requires a board within the department to expedite the licensure process for an applicant who holds a current license in another jurisdiction in the same profession or vocation and who supplies satisfactory evidence of being married to, or in a domestic partnership or other legal union with, an active duty member of the Armed Forces of the United States who is assigned to a duty station in California under official active duty military orders.</p> <p>This bill, on and after July 1, 2022, would require a board to waive the licensure application fee and the initial or original license fee for an applicant who meets these expedited licensing requirements.</p> <p>(2) Existing law, the Dental Practice Act, provides for the licensure and regulation of dentists and dental auxiliaries, including registered dental assistants in extended functions, by the Dental Board of California. Existing law requires a person who applies to the board for a license as a registered dental assistant in extended functions on and after January 1, 2010, to successfully complete a clinical or practical examination administered by the board. Existing law authorizes a registered dental assistant in extended functions who was licensed before January 1, 2010, to perform certain additional duties only if they pass the clinical or practical examination.</p> <p>This bill would delete the clinical or practical examination requirement for registered dental assistants in extended functions and make related technical amendments.</p>		

Legislation	Topic	Status	DHBC Position as of 3/20/21
SB 731 (Durazo/Bradford)	<p>Criminal records: relief.</p> <p>This bill would make this relief available to a defendant who has been convicted of any felony.</p> <p>This bill would generally make this arrest record relief available to a person who has been arrested for a felony, including a felony punishable in the state prison, as specified. The bill would additionally make this conviction record relief available for a defendant convicted, on or after January 1, 2005, of a felony for which they did not complete probation without revocation if the defendant appears to have completed all terms of incarceration, probation, mandatory supervision, post release supervision, and parole, and a period of four years has elapsed during which the defendant was not convicted of a new offense, except as specified.</p> <p>These types of records provide a holistic view of an applicant in the context of consumer protection and are vital to our vetting process. The bill weakens consumer protections integral to the Board's enforcement processes and the bill's undermining of the Board's legislative mandate of consumer protection.</p>	<p>6/23/21 Amended</p> <p>6/30/21 Re-referred to Assembly Committee on Appropriations</p>	<p>New</p> <p>Staff 7/17/21 Recommendation: Oppose unless Amended</p>
SB 772 (Ochoa Bogh)	<p>Professions and vocations: citations: minor violations.</p> <p>Existing law authorizes the State Board of Chiropractic Examiners, the Osteopathic Medical Board of California, and any board within the Department of Consumer Affairs to issue a citation to a licensee, which may contain an order of abatement or an order to pay an administrative fine assessed by the board.</p>	<p>Two-year bill and dead for 2021.</p>	<p>Oppose</p>

Legislation	Topic	Status	DHBC Position as of 3/20/21
	<p>This bill would prohibit the assessment of an administrative fine for a minor violation, and would specify that a violation shall be considered minor if it meets specified conditions, including that the violation did not pose a serious health or safety threat and there is no evidence that the violation was willful.</p> <p>Investigations by the Board are often complicated and require many manhours. This bill would limit the DHBC's ability to recoup costs incurred by the Board during the course of investigations.</p>		

2021 TENTATIVE LEGISLATIVE CALENDAR

COMPILED BY THE OFFICES OF THE SECRETARY OF THE SENATE AND THE CHIEF CLERK

Revised 12-21-2020

DEADLINES

JANUARY						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- [Jan. 1](#) Statutes take effect (Art. IV, Sec. 8(c)).
- [Jan. 10](#) Budget must be submitted by Governor (Art. IV, Sec. 12 (a)).
- [Jan. 11](#) Legislature **reconvenes** (J.R. 51(a)(1)).
- [Jan. 18](#) Martin Luther King, Jr. Day.
- [Jan. 22](#) Last day to submit **bill requests** to the Office of Legislative Counsel.

- [Feb. 15](#) Presidents’ Day
- [Feb. 19](#) Last day for bills to be **introduced** (J.R. 61(a)(1)), (J.R. 54(a)).

- [Mar. 25](#) **Spring Recess** begins upon adjournment of this day’s session (J.R. 51(a)(2)).
- [Mar. 31](#) Cesar Chavez Day.

- [Apr. 5](#) Legislature reconvenes from **Spring Recess** (J.R. 51(a)(2)).
- [Apr. 30](#) Last day for **policy committees** to hear and report to Fiscal Committees **fiscal bills** introduced in their house (J.R. 61(a)(2)).

- [May 7](#) Last day for **policy committees** to hear and report to the Floor **non-fiscal** bills introduced in their house (J.R. 61(a)(3)).
- [May 14](#) Last day for **policy committees** to meet prior to June 7 (J.R. 61(a)(4)).
- [May 21](#) Last day for **fiscal committees** to hear and report to the Floor bills introduced in their house (J.R. 61 (a)(5)). Last day for **fiscal committees** to meet prior to June 7 (J.R. 61 (a)(6)).
- [May 31](#) Memorial Day.

* Holiday schedule subject to final approval by Rules Committee

2021 TENTATIVE LEGISLATIVE CALENDAR
COMPILED BY THE OFFICES OF THE SECRETARY OF THE SENATE AND THE CHIEF CLERK
Revised 12-21-2020

JUNE						
S	M	T	W	TH	F	S
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	5
6	<u>7</u>	8	9	10	11	12
13	14	<u>15</u>	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY						
S	M	T	W	TH	F	S
				1	<u>2</u>	3
4	5	6	7	8	9	10
11	12	13	<u>14</u>	15	<u>16</u>	17
18	19	20	21	22	23	24
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AUGUST						
S	M	T	W	TH	F	S
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8	9	10	11	12	13	14
15	<u>16</u>	17	18	19	20	21
22	23	24	25	26	<u>27</u>	28
29	<u>30</u>	<u>31</u>				

SEPTEMBER						
S	M	T	W	TH	F	S
			<u>1</u>	<u>2</u>	<u>3</u>	4
5	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

June 1-4 **Floor Session Only.** No committee, other than Conference or Rules, may meet for any purpose (J.R. 61(a)(7)).

June 4 Last day for bills to be **passed out of the house of origin** (J.R. 61(a)(8)).

June 7 Committee meetings may resume (J.R. 61(a)(9)).

June 15 **Budget bill** must be passed by **midnight** (Art. IV, Sec. 12 (c)(3)).

July 2 Independence Day observed.

July 14 Last day for **policy committees** to meet and report bills (J.R. 61(a)(10)).

July 16 **Summer Recess** begins upon adjournment of this day's session, provided Budget Bill has been passed (J.R. 51(a)(3)).

Aug. 16 Legislature reconvenes from **Summer Recess** (J.R. 51(a)(3)).

Aug. 27 Last day for **fiscal committees** to meet and report bills to the Floor (J.R. 61(a)(11)).

Aug. 30-Sept. 10 **Floor Session only.** No committees, other than conference committees and Rules Committee, may meet for any purpose (J.R. 61(a)(12)).

Sept. 3 Last day to **amend** bills on the Floor (J.R. 61(a)(13)).

Sept. 6 Labor Day.

Sept. 10 Last day for **each house to pass bills** (J.R. 61(a)(14)).
Interim Study Recess begins at end of this day's session (J.R. 51(a)(4)).

IMPORTANT DATES OCCURRING DURING INTERIM STUDY RECESS

2021

Oct. 10

Last day for Governor to sign or veto bills passed by the Legislature on or before Sept. 10 and in the Governor's possession after Sept. 10 (Art. IV, Sec. 10(b)(1)).

2022

Jan. 1

Statutes take effect (Art. IV, Sec. 8(c)).

Jan. 3

Legislature reconvenes (J.R. 51 (a)(4)).

AMENDED IN ASSEMBLY MARCH 22, 2021

CALIFORNIA LEGISLATURE—2021–22 REGULAR SESSION

ASSEMBLY BILL

No. 1273

Introduced by Assembly Member Rodriguez

February 19, 2021

An act to amend Section 3071.5 of the Labor Code, *to add Section 314 to the Business and Professions Code, and to add Section 131088 to the Health and Safety Code*, relating to job training.

LEGISLATIVE COUNSEL'S DIGEST

AB 1273, as amended, Rodriguez. Interagency Advisory Committee on Apprenticeship: the Director of Consumer Affairs and the State Public Health Officer.

Existing law provides for apprenticeship programs within the Division of Apprenticeship Standards within the Department of Industrial Relations, sponsored by specific entities and employers, and requires the Chief of the Division of Apprenticeship Standards to perform various functions with respect to apprenticeship programs and the welfare of apprentices. Under existing law, the Director of Industrial Relations is the Administrator of Apprenticeship and is authorized to appoint assistants necessary to effectuate the purposes of state law governing apprenticeships.

Existing law establishes the Interagency Advisory Committee on Apprenticeship within the Division of Apprenticeship Standards. Existing law requires the committee to provide advice and guidance to the Administrator of Apprenticeship and the Chief of the Division of Apprenticeship Standards on apprenticeship programs, standards, and agreements, as well as preapprenticeship, certification, and on-the-job training and retraining programs, in nonbuilding trades industries.

Existing law prescribes the composition of the committee, which includes specified officials or their designees, serving as ex officio members, and 6 persons appointed by the Secretary of Labor and Workforce Development who are familiar with certain apprenticeable occupations, as specified.

Existing law establishes within the Business, Consumer Services, and Housing Agency the Department of Consumer Affairs, which is under the control of the Director of Consumer Affairs, and is composed of various boards that license and regulate various professions and vocations. Existing law, the Consumer Affairs Act, establishes the powers and duties of the director.

Existing law establishes within the California Health and Human Services Agency the State Department of Public Health, which is under the control of the State Public Health Officer, with powers and responsibilities relating to public health, the licensing and certification of health facilities, and certain other functions.

This bill would additionally make the State Public Health Officer and the Director of Consumer Affairs ex officio members of the Interagency Advisory Committee on Apprenticeship.

Existing law requires the California Workforce Development Board, in consultation with the Division of Apprenticeship Standards, to identify opportunities for “earn and learn” job training opportunities that meet the industry’s workforce demands and that are in high-wage, high-demand jobs. Existing law defines “earn and learn” to include programs that combine applied learning in a workplace setting with compensation allowing workers or students to gain work experience and secure a wage as they develop skills and competencies directly relevant to the occupation or career for which they are preparing, and programs that bring together classroom instruction with on-the-job training to combine both formal instruction and actual paid work experience.

This bill would prohibit the Department of Consumer Affairs and its various boards from prohibiting or approving an accrediting program that prohibits earn and learn programs for training in a profession licensed or certified by the board. The bill would prohibit the State Department of Public Health from prohibiting earn and learn programs for training of personnel. The bill would require boards of the Department of Consumer Affairs and the State Department of Public Health to use licensing or certification standards that authorize the use of earn and learn trainings.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: no.

The people of the State of California do enact as follows:

1 *SECTION 1. The Legislature finds and declares the following:*

2 *(a) It is the intent of the Legislature and in the interest of the*
3 *state and its communities, employers, employees, and consumers*
4 *to ensure a robust and diversified workforce.*

5 *(b) It is in the interest of the state's economic recovery to remove*
6 *barriers to ensure California's diverse workforce have equal access*
7 *to educational opportunities that result in family sustaining careers*
8 *in all industry and public health sectors.*

9 *SEC. 2. Section 314 is added to the Business and Professions*
10 *Code, to read:*

11 314. *(a) The department or board shall not prohibit, or*
12 *approve an accrediting program that prohibits, earn and learn*
13 *programs for training in a profession licensed or certified by the*
14 *board. A board shall use licensing or certification standards that*
15 *authorize the use of earn and learn trainings.*

16 *(b) As used in this section, "earn and learn" has the same*
17 *meaning as defined in subdivision (q) of Section 14005 of the*
18 *Unemployment Insurance Code.*

19 *SEC. 3. Section 131088 is added to the Health and Safety Code,*
20 *to read:*

21 131088. *(a) The department, in the licensing and certification*
22 *of health facilities in accordance with this chapter, shall not*
23 *prohibit earn and learn programs for training of personnel. The*
24 *department shall use licensing and certification standards that*
25 *authorize the use of earn and learn trainings.*

26 *(b) As used in this section, "earn and learn" has the same*
27 *meaning as defined in subdivision (q) of Section 14005 of the*
28 *Unemployment Insurance Code.*

29 ~~SECTION 4.~~

30 *SEC. 4. Section 3071.5 of the Labor Code is amended to read:*

31 3071.5. *There is also in the Division of Apprenticeship*
32 *Standards the Interagency Advisory Committee on Apprenticeship.*
33 *The membership and duties of this committee shall be as follows:*

34 *(a) The following officials or their designees shall serve as ex*
35 *officio members of this committee:*

- 1 (1) The Secretary of Labor and Workforce Development.
- 2 (2) The executive director of the California Workforce
- 3 Development Board.
- 4 (3) The Director of Industrial Relations.
- 5 (4) The executive director of the Employment Training Panel,
- 6 Superintendent of Public Instruction.
- 7 (5) The Chancellor of the California Community Colleges.
- 8 (6) The Director of Rehabilitation.
- 9 (7) The executive director of the State Council on
- 10 Developmental Disabilities.
- 11 (8) The State Public Health Officer.
- 12 (9) The Director of Consumer Affairs.
- 13 (b) The membership of this committee shall also include six
- 14 persons appointed by the Secretary of Labor and Workforce
- 15 Development who are familiar with apprenticeable occupations
- 16 not within the jurisdiction of the council established pursuant to
- 17 Section 3070. Two persons shall be representatives of employers
- 18 or employer organizations, two persons shall be representatives
- 19 of employee organizations, and two persons shall be public
- 20 representatives who are neither employers nor affiliated with any
- 21 employer or employee organization. Upon the operative date of
- 22 this section, the secretary shall appoint one representative of each
- 23 group appointed to two-year terms and one representative of each
- 24 group to four-year terms. Thereafter, members appointed by the
- 25 secretary pursuant to this subdivision shall serve for a term of four
- 26 years, and any member appointed to fill a vacancy occurring before
- 27 the expiration of the term of their predecessor shall be appointed
- 28 for the remainder of that term. Members appointed by the secretary
- 29 pursuant to this subdivision shall receive the sum of one hundred
- 30 dollars (\$100) for each day of actual attendance at meetings of the
- 31 committee and for each day of actual attendance at hearings by
- 32 the committee or a subcommittee thereof, together with actual and
- 33 necessary traveling expenses incurred in connection therewith.
- 34 (c) The Secretary of Labor and Workforce Development shall
- 35 designate one of the members as the committee's chair. The
- 36 committee shall meet quarterly at a designated date, and special
- 37 meetings may be held at the call of the chair. The committee shall
- 38 provide advice and guidance to the Administrator of Apprenticeship
- 39 and Chief of the Division of Apprenticeship Standards on
- 40 apprenticeship programs, standards, and agreements that are not

1 within the jurisdiction of the council established pursuant to Section
2 3070, and on the development and administration of standards
3 governing preapprenticeship, certification, and on-the-job training
4 and retraining programs outside the building and construction
5 trades and firefighters.

6 (d) The committee may create subcommittees as needed to
7 address specific industry sectors or projects and shall create a
8 subcommittee to address apprenticeship for the disabled
9 community.

O

AMENDED IN SENATE MAY 20, 2021

AMENDED IN SENATE APRIL 20, 2021

AMENDED IN SENATE APRIL 5, 2021

AMENDED IN SENATE MARCH 3, 2021

SENATE BILL

No. 731

**Introduced by Senators Durazo and Bradford
(Coauthors: Senators Skinner and Wiener)**

(Coauthors: Assembly Members Carrillo, Cristina Garcia, Gipson,
Kalra, Lee, Medina, and Stone)

February 19, 2021

An act to amend Sections 851.93, 1203.41, ~~1203.425, and 11105~~ and *1203.425* of the Penal Code, relating to criminal records.

LEGISLATIVE COUNSEL'S DIGEST

SB 731, as amended, Durazo. Criminal records: relief.

Existing law authorizes a defendant who was sentenced to a county jail for the commission of a felony and who has met specified criteria to petition to withdraw their plea of guilty or nolo contendere and enter a plea of not guilty after the completion of their sentence, as specified. Existing law requires the court to dismiss the accusations or information against the defendant and release them from all penalties and disabilities resulting from the offense, except as specified.

This bill would make this relief available to a defendant who has been convicted of any felony.

Commencing July 1, 2022, existing law requires the Department of Justice, on a monthly basis, to review the records in the statewide criminal justice databases and identify persons who are eligible for specified automatic conviction and records of arrest relief without

requiring the filing of a petition or motion. Under existing law, a person is eligible for arrest record relief if they were arrested on or after January 1, 2021, and the arrest was for a misdemeanor and the charge was dismissed or criminal proceedings have not been initiated within one year after the arrest, or the arrest was for a felony punishable in the county jail and criminal proceedings have not been initiated within 3 years after the date of the arrest. Under existing law, a person is eligible for automatic conviction record relief if, on or after January 1, 2021, they were sentenced to probation, and completed it without revocation, or if they were convicted of an infraction or a misdemeanor, and other criteria are met, as specified.

This bill would generally make this arrest record relief available to a person who has been arrested for a felony, including a felony punishable in the state prison, as specified. The bill would additionally make this conviction record relief available for a defendant ~~convicted~~ *convicted, on or after January 1, 2005, of a felony for which they did not complete probation without revocation if the defendant appears to have completed all terms of incarceration, probation, mandatory supervision, postrelease supervision, and parole; parole, and a period of four years has elapsed during which the defendant was not convicted of a new offense, except as specified.*

~~Existing law directs the Attorney General to furnish state summary criminal history information, as defined, to specified individuals, organizations, and agencies when necessary for the execution of official duties or to implement a statute or regulation. Existing law also directs the Attorney General to disseminate federal criminal history information when specifically authorized and upon a showing of compelling need. Existing law makes the unauthorized furnishing of criminal history information a crime.~~

~~Commencing July 1, 2022, this bill would require the Attorney General to exclude records of arrest and conviction that were granted relief under specified provisions from state summary criminal history information, except as specified. By expanding the scope of a crime, this bill would create a state-mandated local program.~~

~~The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.~~

~~This bill would provide that no reimbursement is required by this act for a specified reason.~~

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: ~~yes~~-no.

The people of the State of California do enact as follows:

SECTION 1. Section 851.93 of the Penal Code is amended to read:

851.93. (a) (1) On a monthly basis, the Department of Justice shall review the records in the statewide criminal justice databases, and based on information in the state summary criminal history repository, shall identify persons with records of arrest that meet the criteria set forth in paragraph (2) and are eligible for arrest record relief.

(2) A person is eligible for relief pursuant to this section, if the arrest occurred on or after January 1, 2021, and meets any of the following conditions:

(A) The arrest was for a misdemeanor offense and the charge was dismissed.

(B) The arrest was for a misdemeanor offense, there is no indication that criminal proceedings have been initiated, at least one calendar year has elapsed since the date of the arrest, and no conviction occurred, or the arrestee was acquitted of any charges that arose, from that arrest.

(C) (i) The arrest was for a felony offense not described in clause (ii), there is no indication that criminal proceedings have been initiated, at least three calendar years have elapsed since the date of the arrest, and no conviction occurred, or the arrestee was acquitted of any charges arising, from that arrest.

(ii) If the arrest was for an offense punishable by imprisonment in the state prison for eight years or more or by imprisonment pursuant to subdivision (h) of Section 1170 for eight years or more, there is no indication that criminal proceedings have been initiated, at least six years have elapsed since the date of the arrest, and no conviction occurred, or the arrestee was acquitted of any charges arising, from that arrest.

(D) The person successfully completed any of the following, relating to that arrest:

(i) A prefiling diversion program, as defined in subdivision (d) of Section 851.87, administered by a prosecuting attorney in lieu of filing an accusatory pleading.

1 (ii) A drug diversion program administered by a superior court
2 pursuant to Section 1000.5, or a deferred entry of judgment
3 program pursuant to Section 1000 or 1000.8.

4 (iii) A pretrial diversion program, pursuant to Section 1000.4.

5 (iv) A diversion program, pursuant to Section 1001.9.

6 (v) A diversion program described in Chapter 2.8 (commencing
7 with Section 1001.20), Chapter 2.8A (commencing with Section
8 1001.35), Chapter 2.81 (commencing with Section 1001.40),
9 Chapter 2.9 (commencing with Section 1001.50), Chapter 2.9A
10 (commencing with Section 1001.60), Chapter 2.9B (commencing
11 with Section 1001.70), Chapter 2.9C (commencing with Section
12 1001.80), Chapter 2.9D (commencing with Section 1001.81), or
13 Chapter 2.92 (commencing with Section 1001.85), of Title 6.

14 (b) (1) The department shall grant relief to a person identified
15 pursuant to subdivision (a), without requiring a petition or motion
16 by a party for that relief if the relevant information is present in
17 the department's electronic records.

18 (2) The state summary criminal history information shall
19 include, directly next to or below the entry or entries regarding the
20 person's arrest record, a note stating "arrest relief granted," listing
21 the date that the department granted relief, and this section. This
22 note shall be included in all statewide criminal databases with a
23 record of the arrest.

24 (3) Except as otherwise provided in subdivision (d), an arrest
25 for which arrest relief has been granted is deemed not to have
26 occurred, and a person who has been granted arrest relief is released
27 from any penalties and disabilities resulting from the arrest, and
28 may answer any question relating to that arrest accordingly.

29 (c) On a monthly basis, the department shall electronically
30 submit a notice to the superior court having jurisdiction over the
31 criminal case, informing the court of all cases for which a
32 complaint was filed in that jurisdiction and for which relief was
33 granted pursuant to this section. Commencing on August 1, 2022,
34 for any record retained by the court pursuant to Section 68152 of
35 the Government Code, except as provided in subdivision (d), the
36 court shall not disclose information concerning an arrest that is
37 granted relief pursuant to this section to any person or entity, in
38 any format, except to the person whose arrest was granted relief
39 or a criminal justice agency, as defined in Section 851.92.

(d) Relief granted pursuant to this section is subject to all of the following conditions:

(1) Arrest relief does not relieve a person of the obligation to disclose an arrest in response to a direct question contained in a questionnaire or application for employment as a peace officer, as defined in Section 830.

(2) Relief granted pursuant to this section has no effect on the ability of a criminal justice agency, as defined in Section 851.92, to access and use records that are granted relief to the same extent that would have been permitted for a criminal justice agency had relief not been granted.

(3) This section does not limit the ability of a district attorney to prosecute, within the applicable statute of limitations, an offense for which arrest relief has been granted pursuant to this section.

(4) Relief granted pursuant to this section does not affect a person's authorization to own, possess, or have in the person's custody or control a firearm, or the person's susceptibility to conviction under Chapter 2 (commencing with Section 29800) of Division 9 of Title 4 of Part 6, if the arrest would otherwise affect this authorization or susceptibility.

(5) Relief granted pursuant to this section does not affect any prohibition from holding public office that would otherwise apply under law as a result of the arrest.

(6) Relief granted pursuant to this section does not affect the authority to receive, or take adverse action based on, criminal history information, including the authority to receive certified court records received or evaluated pursuant to Section 1522, 1568.09, 1569.17, or 1596.871 of the Health and Safety Code, or pursuant to any statutory or regulatory provisions that incorporate the criteria of those sections.

(e) This section does not limit petitions, motions, or orders for arrest record relief, as required or authorized by any other law, including, but not limited to, Sections 851.87, 851.90, 851.91, 1000.4, and 1001.9.

(f) The department shall annually publish on the OpenJustice Web portal, as described under Section 13010, statistics for each county regarding the total number of arrests granted relief pursuant to this section and the percentage of arrests for which the state summary criminal history information does not include a disposition.

(g) This section shall be operative commencing July 1, 2022, subject to an appropriation in the annual Budget Act.

SEC. 2. Section 1203.41 of the Penal Code is amended to read:

1203.41. (a) If a defendant is convicted of a felony, the court, in its discretion and in the interests of justice, may order the following relief, subject to the conditions of subdivision (b):

(1) The court may permit the defendant to withdraw their plea of guilty or plea of nolo contendere and enter a plea of not guilty, or, if the defendant has been convicted after a plea of not guilty, the court shall set aside the verdict of guilty, and, in either case, the court shall dismiss the accusations or information against the defendant and the defendant shall thereafter be released from all penalties and disabilities resulting from the offense of which they have been convicted, except as provided in Section 13555 of the Vehicle Code.

(2) The relief available under this section may be granted only after the lapse of one year following the defendant's completion of the sentence, if the sentence was imposed pursuant to subparagraph (B) of paragraph (5) of subdivision (h) of Section 1170, or after the lapse of two years following the defendant's completion of the sentence, if the sentence was imposed pursuant to subparagraph (A) of paragraph (5) of subdivision (h) of Section 1170 or if the defendant was sentenced to the state prison.

(3) The relief available under this section may be granted only if the defendant is not on parole or under supervision pursuant to subparagraph (B) of paragraph (5) of subdivision (h) of Section 1170, and is not serving a sentence for, on probation for, or charged with the commission of any offense.

(4) The defendant shall be informed, either orally or in writing, of the provisions of this section and of their right, if any, to petition for a certificate of rehabilitation and pardon at the time they are sentenced.

(5) The defendant may make the application and change of plea in person or by attorney, or by a probation officer authorized in writing.

(b) Relief granted pursuant to subdivision (a) is subject to all of the following conditions:

(1) In any subsequent prosecution of the defendant for any other offense, the prior conviction may be pleaded and proved and shall

1 have the same effect as if the accusation or information had not
2 been dismissed.

3 (2) The order shall state, and the defendant shall be informed,
4 that the order does not relieve them of the obligation to disclose
5 the conviction in response to any direct question contained in any
6 questionnaire or application for public office, for licensure by any
7 state or local agency, or for contracting with the California State
8 Lottery Commission.

9 (3) Dismissal of an accusation or information pursuant to this
10 section does not permit a person to own, possess, or have in their
11 custody or control any firearm or prevent their conviction under
12 Chapter 2 (commencing with Section 29800) of Division 9 of Title
13 4 of Part 6.

14 (4) Dismissal of an accusation or information underlying a
15 conviction pursuant to this section does not permit a person
16 prohibited from holding public office as a result of that conviction
17 to hold public office.

18 (c) This section applies to any conviction specified in
19 subdivision (a) that occurred before, on, or after January 1, 2021.

20 (d) A person who petitions for a change of plea or setting aside
21 of a verdict under this section may be required to reimburse the
22 court for the actual costs of services rendered, whether or not the
23 petition is granted and the records are sealed or expunged, at a rate
24 to be determined by the court not to exceed one hundred fifty
25 dollars (\$150), and to reimburse the county for the actual costs of
26 services rendered, whether or not the petition is granted and the
27 records are sealed or expunged, at a rate to be determined by the
28 county board of supervisors not to exceed one hundred fifty dollars
29 (\$150), and to reimburse any city for the actual costs of services
30 rendered, whether or not the petition is granted and the records are
31 sealed or expunged, at a rate to be determined by the city council
32 not to exceed one hundred fifty dollars (\$150). Ability to make
33 this reimbursement shall be determined by the court using the
34 standards set forth in paragraph (2) of subdivision (g) of Section
35 987.8 and shall not be a prerequisite to a person's eligibility under
36 this section. The court may order reimbursement in any case in
37 which the petitioner appears to have the ability to pay, without
38 undue hardship, all or any portion of the costs for services
39 established pursuant to this subdivision.

(e) (1) Relief shall not be granted under this section unless the prosecuting attorney has been given 15 days' notice of the petition for relief. The probation officer shall notify the prosecuting attorney when a petition is filed, pursuant to this section, if the defendant was on mandatory supervision. The parole officer shall notify the prosecuting attorney when a petition is filed, pursuant to this section, if the defendant was on parole.

(2) It shall be presumed that the prosecuting attorney has received notice if proof of service is filed with the court.

(f) If, after receiving notice pursuant to subdivision (e), the prosecuting attorney fails to appear and object to a petition for dismissal, the prosecuting attorney shall not move to set aside or otherwise appeal the grant of that petition.

SEC. 3. Section 1203.425 of the Penal Code is amended to read:

1203.425. (a) (1) (A) Commencing July 1, 2022, and subject to an appropriation in the annual Budget Act, on a monthly basis, the Department of Justice shall review the records in the statewide criminal justice databases, and based on information in the state summary criminal history repository and the Supervised Release File, shall identify persons with convictions that meet the criteria set forth in subparagraph (B) and are eligible for automatic conviction record relief.

(B) A person is eligible for automatic conviction relief pursuant to this section if they meet all of the following conditions:

(i) The person is not required to register pursuant to the Sex Offender Registration Act.

(ii) The person does not have an active record for local, state, or federal supervision in the Supervised Release File.

(iii) Based upon the information available in the department's record, including disposition dates and sentencing terms, it does not appear that the person is currently serving a sentence for an offense and there is no indication of pending criminal charges.

(iv) The conviction meets either of the following criteria:

(I) The conviction occurred on or after January 1, 2021, and meets either of the following criteria:

(ia) The defendant was sentenced to probation, and, based upon the disposition date and the term of probation specified in the department's records, appears to have completed their term of probation without revocation.

(ib) The defendant was convicted of an infraction or misdemeanor, was not granted probation, and, based upon the disposition date and the term specified in the department's records, the defendant appears to have completed their sentence, and at least one calendar year has elapsed since the date of judgment.

(II) The conviction occurred on or after January 1, ~~1973~~, 2005, the defendant was convicted of a felony other than one for which the defendant completed probation without revocation, and based upon the disposition date and the sentence specified in the department's records, appears to have completed all terms of incarceration, probation, mandatory supervision, postrelease supervision, and ~~parole~~. *parole, and a period of four years has elapsed since the date on which the defendant completed probation or supervision for that conviction and during which the defendant was not convicted of a new felony offense. This subclause does not apply to a conviction of a serious felony defined in subdivision (c) of Section 1192.7, a violent felony as defined in Section 667.5, or a felony offense requiring registration pursuant to Chapter 5.5 (commencing with Section 290) of Title 9 of Part 1.*

(2) (A) Except as specified in subdivision (b), the department shall grant relief, including dismissal of a conviction, to a person identified pursuant to paragraph (1) without requiring a petition or motion by a party for that relief if the relevant information is present in the department's electronic records.

(B) The state summary criminal history information shall include, directly next to or below the entry or entries regarding the person's criminal record, a note stating "relief granted," listing the date that the department granted relief and this section. This note shall be included in all statewide criminal databases with a record of the conviction.

(C) Except as otherwise provided in paragraph (4) and in Section 13555 of the Vehicle Code, a person granted conviction relief pursuant to this section shall be released from all penalties and disabilities resulting from the offense of which the person has been convicted.

(3) Commencing July 1, 2022, and subject to an appropriation in the annual Budget Act, on a monthly basis, the department shall electronically submit a notice to the superior court having jurisdiction over the criminal case, informing the court of all cases for which a complaint was filed in that jurisdiction and for which

1 relief was granted pursuant to this section. Commencing on August
2 1, 2022, for any record retained by the court pursuant to Section
3 68152 of the Government Code, except as provided in paragraph
4 (4), the court shall not disclose information concerning a conviction
5 granted relief pursuant to this section or Section 1203.4, 1203.4a,
6 1203.41, or 1203.42, to any person or entity, in any format, except
7 to the person whose conviction was granted relief or a criminal
8 justice agency, as defined in Section 851.92.

9 (4) Relief granted pursuant to this section is subject to the
10 following conditions:

11 (A) Relief granted pursuant to this section does not relieve a
12 person of the obligation to disclose a criminal conviction in
13 response to a direct question contained in a questionnaire or
14 application for employment as a peace officer, as defined in Section
15 830.

16 (B) Relief granted pursuant to this section does not relieve a
17 person of the obligation to disclose the conviction in response to
18 a direct question contained in a questionnaire or application for
19 public office, or for contracting with the California State Lottery
20 Commission.

21 (C) Relief granted pursuant to this section has no effect on the
22 ability of a criminal justice agency, as defined in Section 851.92,
23 to access and use records that are granted relief to the same extent
24 that would have been permitted for a criminal justice agency had
25 relief not been granted.

26 (D) Relief granted pursuant to this section does not limit the
27 jurisdiction of the court over a subsequently filed motion to amend
28 the record, petition or motion for postconviction relief, or collateral
29 attack on a conviction for which relief has been granted pursuant
30 to this section.

31 (E) Relief granted pursuant to this section does not affect a
32 person's authorization to own, possess, or have in the person's
33 custody or control a firearm, or the person's susceptibility to
34 conviction under Chapter 2 (commencing with Section 29800) of
35 Division 9 of Title 4 of Part 6, if the criminal conviction would
36 otherwise affect this authorization or susceptibility.

37 (F) Relief granted pursuant to this section does not affect a
38 prohibition from holding public office that would otherwise apply
39 under law as a result of the criminal conviction.

1 (G) Relief granted pursuant to this section does not affect the
2 authority to receive, or take adverse action based on, criminal
3 history information, including the authority to receive certified
4 court records received or evaluated pursuant to Section 1522,
5 1568.09, 1569.17, or 1596.871 of the Health and Safety Code, or
6 pursuant to any statutory or regulatory provisions that incorporate
7 the criteria of those sections.

8 (H) Relief granted pursuant to this section does not make eligible
9 a person who is otherwise ineligible to provide, or receive payment
10 for providing, in-home supportive services pursuant to Article 7
11 (commencing with Section 12300) of Chapter 3 of Part 3 of
12 Division 9 of the Welfare and Institutions Code, or pursuant to
13 Section 14132.95, 14132.952, or 14132.956 of the Welfare and
14 Institutions Code.

15 (I) In a subsequent prosecution of the defendant for any other
16 offense, the prior conviction may be pleaded and proved and shall
17 have the same effect as if the relief had not been granted.

18 (J) Relief granted pursuant to this section does not release the
19 defendant from the terms and conditions of any unexpired criminal
20 protective orders that have been issued by the court pursuant to
21 paragraph (1) of subdivision (i) of Section 136.2, subdivision (j)
22 of Section 273.5, subdivision (l) of Section 368, or subdivision
23 (k) of Section 646.9. These protective orders shall remain in full
24 effect until expiration or until any further order by the court
25 modifying or terminating the order, despite the dismissal of the
26 underlying accusation or information.

27 (5) This section shall not limit petitions, motions, or orders for
28 relief in a criminal case, as required or authorized by any other
29 law, including, but not limited to, Sections 1203.4, 1203.4a, 1016.5,
30 and 1473.7.

31 (6) Commencing July 1, 2022, and subject to an appropriation
32 in the annual Budget Act, the department shall annually publish
33 statistics for each county regarding the total number of convictions
34 granted relief pursuant to this section and the total number of
35 convictions prohibited from automatic relief pursuant to
36 subdivision (b), on the OpenJustice Web portal, as defined in
37 Section 13010.

38 (b) (1) The prosecuting attorney, probation department, or the
39 Department of Corrections and Rehabilitation may, no later than
40 90 calendar days before the date of a person's eligibility for relief

1 pursuant to this section, file a petition to prohibit the department
2 from granting automatic relief pursuant to this section, based on
3 a showing that granting that relief would pose a substantial threat
4 to the public safety.

5 (2) The court shall give notice to the defendant and conduct a
6 hearing on the petition within 45 days after the petition is filed.

7 (3) At a hearing on the petition pursuant to this subdivision, the
8 defendant, the probation department, the Department of Corrections
9 and Rehabilitation, the prosecuting attorney, and the arresting
10 agency, through the prosecuting attorney, may present evidence
11 to the court. Notwithstanding Sections 1538.5 and 1539, the hearing
12 may be heard and determined upon declarations, affidavits, police
13 investigative reports, copies of state summary criminal history
14 information and local summary criminal history information, or
15 any other evidence submitted by the parties that is material,
16 reliable, and relevant.

17 (4) The prosecutor, probation department, or Department of
18 Corrections and Rehabilitation has the initial burden of proof to
19 show that granting conviction relief would pose a substantial threat
20 to the public safety. In determining whether granting relief would
21 pose a substantial threat to the public safety, the court may consider
22 any relevant factors including, but not limited to, either of the
23 following:

24 (A) Declarations or evidence regarding the offense for which a
25 grant of relief is being contested.

26 (B) The defendant's record of arrests and convictions.

27 (5) If the court finds that the prosecutor, probation department,
28 or the Department of Corrections and Rehabilitation, has satisfied
29 the burden of proof, the burden shifts to the defendant to show that
30 the hardship of not obtaining relief outweighs the threat to the
31 public safety of providing relief. In determining whether the
32 defendant's hardship outweighs the threat to the public safety, the
33 court may consider any relevant factors including, but not limited
34 to, either of the following:

35 (A) The hardship to the defendant that has been caused by the
36 conviction and that would be caused if relief is not granted.

37 (B) Declarations or evidence regarding the defendant's good
38 character.

39 (6) If the court grants a petition pursuant to this subdivision,
40 the court shall furnish a disposition report to the Department of

1 Justice pursuant to Section 13151, stating that relief pursuant to
2 this section was denied, and the department shall not grant relief
3 pursuant to this section.

4 (7) A person denied relief pursuant to this section may continue
5 to be eligible for relief pursuant to Section ~~1203.4~~ or ~~1203.4a~~.
6 *1203.4, 1203.4a, or 1203.41*. If the court subsequently grants relief
7 pursuant to one of those sections, the court shall furnish a
8 disposition report to the Department of Justice pursuant to Section
9 13151, stating that relief was granted pursuant to the applicable
10 section, and the department shall grant relief pursuant to that
11 section.

12 (c) At the time of sentencing, the court shall advise a defendant,
13 either orally or in writing, of the provisions of this section and of
14 the defendant's right, if any, to petition for a certificate of
15 rehabilitation and pardon.

16
17
18 **All matter omitted in this version of the bill**
19 **appears in the bill as amended in the**
20 **Senate, April 20, 2021. (JR11)**
21

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 24: Dental Hygiene Educational Program Site Visit Update and Schedule.

1. Cypress College (Cypress)
 - a. Site visit generated as a part of the DHBC oversight goals to review all dental hygiene educational programs in California.
 - b. On March 3, 2020 a site visit was conducted at the Cypress campus.
 - c. Current Status:
 - i. Not in compliance.
 1. Remaining deficiency of a permanent program director assignment due July 30, 2021.
2. Carrington College-Sacramento (Carrington-Sacramento)
 - a. Focused site visit generated due to deficiencies discovered during the review of Major Change Report documentation submitted by Carrington-Sacramento on December 14, 2020.
 - b. On February 10, 2021 a site visit was conducted at the Carrington-Sacramento campus.
 - c. Current Status:
 - i. In compliance.
 - ii. See Carrington-Sacramento report.
3. Concorde Career College – San Diego (CCC-SD)
 - a. Site visit generated due to the review of CCC-SD's Self Study as required by the Commission on Dental Accreditation (CODA) and as a part of the DHBC oversight goals to review all dental hygiene educational programs in California.
 - b. On May 27, 2021 a site visit was conducted at the CCC-SD campus.
 - c. Current Status:
 - i. Not in compliance.
 - ii. See CCC-SD report.
4. Chabot College Dental Hygiene Education Program (Chabot)
 - a. Focused site visit generated due to deficiencies discovered during the review of Major Change Report documentation submitted by Chabot on April 22, 2021.
 - b. Current Status:
 - i. Not in compliance.
 - ii. See Chabot reports.
 - iii. Site Visit scheduled for September 8, 2021.

5. San Joaquin Valley College – Ontario (SJVC-Ontario)
 - a. Site visit generated due to appointment of a new program director and as a part of the DHBC oversight goals to review all dental hygiene educational programs in California.
 - b. On June 24, 2021 a site visit was conducted at the SJVC-Ontario campus.
 - c. Current Status:
 - i. Not in compliance.
 - ii. See SJVC-Ontario reports.

RDH Educational Program	CODA Visit Previous/Next Scheduled	DHBC Visit Previous/Next Scheduled
Cabrillo College	2019 / 2027	November 7, 2019
Carrington - Sacramento	2013 / September 22-23, 2021	February 10, 2021
Carrington - San Jose	2013 / June 22-23, 2021	November 16, 2020
Cerritos College	2016 / 2024	February 15, 2017 TBD / New Program Director
Chabot College	2015 / 2023	September 8, 2021
Concorde Career College-Garden Grove	2019 / 2027 Request to increase enrollment by 10/cohort=34	January 18, 2018 Needs SV after expansion completion
Concorde Career College-San Bernardino	2018 / 2026 Request to increase enrollment by 8/cohort=32	January 19, 2018 Needs SV after expansion completion
Concorde Career College-San Diego	2013 / May 18-19, 2021	December 19, 2016 May 27, 2021
Cypress College	2015 / 2023	March 3, 2020
Diablo Valley College	2017 / 2025	February 26, 2019
Foothill College	2018 / 2026	October 18, 2018
Fresno City College	2013 / September 30- October 1, 2021	October 27, 2021
Loma Linda University	2016 / 2024	TBD / New Program Director
Moreno Valley College	2019 / 2027	May 30, 2017
Oxnard College	2013 / October 26-27, 2021	November 4, 2021
Pasadena City College	2016 / 2024	
Sacramento City College	2018 / 2026	December 7, 2018
San Joaquin Valley College - Ontario	2014 / 2022	June 24, 2021 New Program Director
San Joaquin Valley College - Visalia	2019 / 2026	November 14, 2019
Santa Rosa Junior College	2015 / 2023	September 16, 2021 New Program Director
Shasta College	2015 / 2023	March 23, 2021
Southwestern College	2015 / 2023	September 22, 2021 New Program Director
Taft College	2016 / 2024	July 24, 2017
University of Southern California	2015 / 2023	Intention to Discontinue

RDH Educational Program	CODA Visit Previous/Next Scheduled	DHBC Visit Previous/Next Scheduled
University of the Pacific	2019 / 2022	February 13, 2020
West Coast University	2017 / 2025	
West Los Angeles College	2017 / 2025	October 30, 2018

May 25, 2021

Mitch Charles
President
Carrington College – Sacramento
8909 Folsom Blvd
Sacramento, CA 95826

Dear Mr. Charles,

The Dental Hygiene Board of California (DHBC) conducted a focused site visit on February 10, 2021 of the Carrington College-Sacramento Dental Hygiene Educational Program (Carrington-Sacramento). Based on the results of the site visit, it was noted that evidence of program compliance with the minimum DHEP standards set by the California Code of Regulations (CCR) and the Commission on Dental Accreditation (CODA) was deficient.

On February 27, 2021 Carrington-Sacramento provided evidence of compliance for deficiencies reported in the February 12, 2021 DHBC Site Visit Report. The results of that review determined that there were remaining deficiencies and required additional evidence to demonstrate compliance.

On May 24, 2021 Carrington-Sacramento provided further evidence to demonstrate compliance for deficiencies reported in the February 12, 2021 DHBC Site Visit Report.

The results of the review are as follows:

1. Deficiency 1 – Admission/Prerequisites

- a. Evidence of compliance due on May 1, 2021:
 - i. Carrington-Sacramento shall provide evidence of complete admission files for Cohorts 21, 22, and 23 pursuant to 16 CCR section 1105(f) in addition to meeting CODA Standards 2-3.
- b. Carrington-Sacramento Response:
 - i. Stated: “Regarding deficiency 1d1i, Carrington College provided a checklist utilized by the enrollment advisors as a guide when collecting enrollment documents. As this was seen as an internal document not all boxes were checked, nor were all of the forms signed off. For future enrollments the checklist will be completed by the enrollment advisor who will sign and date the document. In regard to transcript evaluations on students who completed pre-requisites at Carrington College, the list of courses taken and passed was listed on the left side of the document however, this was not repeated on the transcript evaluation form. Moving forward, all pre-

requisite transcript evaluations will have the list of courses taken and accepted. Carrington has evaluated its processes and is educating those involved to provide completed documentation. For a fully executed version please see Appendix A-Representative Enrollment Agreement-2021.”

c. DHBC Review

- i. Carrington-Sacramento provided Appendix A-Representative Enrollment Agreement-2021.
- ii. Carrington-Sacramento provided written assurance that files will be complete moving forward.

d. DHBC Determination

- i. **In compliance.**
- ii. Carrington-Sacramento in future shall provide satisfactory evidence of complete admission files for future cohorts.

2. Deficiency 7 – Administrative Staffing

a. Evidence of compliance due on May 1, 2021.

- i. Carrington-Sacramento to provide evidence of qualified, permanent, full-time institutional support personnel pursuant to 16 CCR section 1105(i), 16 CCR section 1105(k), 16 CCR section 1105.3(a)(2)(D), in addition to meeting CODA Standard 3-11.
 1. No permanent staff assigned to oversee the program’s administrative needs.
 2. No permanent staff assigned to oversee the clinic’s administrative needs.

b. Carrington-Sacramento Response:

- i. Stated: “Regarding deficiency 7.C.ii, Carrington College hired a full-time department administrative assistant, [REDACTED], with a start date of April 5, 2021. Carrington College has hired a full-time clinical administrative assistant, [REDACTED], with a start date of April 27, 2021. The Dental Hygiene Program located at the Sacramento, CA campus has a total of 3 support staff including a full-time sterilization tech. Please see Appendix B-[REDACTED] Offer Letter Carrington College and Appendix C-[REDACTED] Offer Letter Carrington College.”

c. DHBC Review

- i. Carrington-Sacramento provided Appendix B-[REDACTED] Offer Letter Carrington College and Appendix C-[REDACTED] Offer Letter Carrington College.
- ii. Carrington-Sacramento provided department administrative schedules for [REDACTED] and [REDACTED]

d. DHBC Determination:

- i. **Permanent administrative staffing in compliance.**
- ii. Carrington-Sacramento shall continue to provide qualified, permanent, full-time institutional support personnel pursuant to 16 CCR section 1105(i), 16 CCR section 1105(k), 16 CCR section 1105.3(a)(2)(D), in addition to meeting CODA Standard 3-11.

3. Deficiency 8 – Clinical Facilities

- a. Evidence of compliance due on May 1, 2021.
 - i. Sterilized instruments stored in open cubbies and exposed to aerosols.
- b. Carrington-Sacramento Response:
 - i. Stated: “Regarding deficiency 8.C.ii, sliding plexiglass doors have been installed on the cabinets over the sterilizers. See Appendix D-Plexiglass doors installed over sterilizers.”
- c. DHBC Review
 - i. Carrington-Sacramento provided photographic evidence of Appendix D-Plexiglass doors installed over sterilizers.
- d. DHBC Determination:
 - i. **In compliance.**
 - ii. Carrington-Sacramento shall continue to provide infection control protocols pursuant to 16 CCR sections 1105.2 (d)(3)(A), 1105.2(d)(3)(C), 1105.2(d)(3)(D)(xii), 1005, in addition to 8 CCR section 5193, CODA Standard 5-1, and following the recommendations of the CDC Guidelines for Infection Control in Dental Health Care Settings – 2003.

The priority of the DHBC is consumer protection. To ensure consumer protection and the public's right to receive quality dental hygiene care, the DHBC has a responsibility to ensure that all dental hygiene programs meet the same educational standards in preparing their graduates for the profession. If you have any questions regarding this report, please feel free to contact me at adina.petty@dca.ca.gov.

Sincerely,

Adina A. Pineschi-Petty DDS

Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California

cc: Anthony Lum, Executive Officer, Dental Hygiene Board of California
Ravinder Dayal, Provost, Carrington College
Danielle Mills, Vice Provost, Carrington College
Jonathan Sherman, Senior Dean of Regulatory Affairs and Compliance/ALO Carrington College
Marie Miranda, RDH, MBA, Program Director, Department of Dental Hygiene, Carrington-Sacramento

June 1, 2021

Rachel Saffel, MSM
Campus President
Concorde Career College – San Diego
4393 Imperial Avenue
San Diego, CA 92128

Dear President Saffel,

The Dental Hygiene Board of California (DHBC) conducted a site visit on May 27, 2021 of the Concorde Career College Dental Hygiene Program (CCC-SD). This site visit was generated due to DHBC's oversight goals to review all dental hygiene educational programs (DHEPs) in California. Based on the results of the site visit, it was noted that evidence of program compliance with the minimum DHEP standards set by the California Code of Regulations (CCR) and the Commission on Dental Accreditation (CODA) was deficient.

During the DHBC site visit, the following deficiencies of minimum DHEP standards were discovered:

1. Deficiency 1 – Clinical Staffing, Sterilization, and Infection Control Oversight

- a. Site Visit:
 - i. Deficient oversight of clinic administration.
 - 1. Assistant Clinic Co-Ordinator resigned in April 2021 equating a 50% staff reduction.
 - a. CCC-SD did not notify the DHBC of the 50% reduction prior to the site visit.
 - b. One clinical staff member overseeing clinic administration as well as clinic infection control processes.
 - ii. Deficient oversight of sterilization processes.
 - 1. Due to the 50% clinical staff reduction, sterilization and infection control oversight insufficient as it should be overseen at all times students are present in the clinic and in the sterilization area during sterilization processes.
- b. Refer to:
 - i. 16 CCR Section 1105 (i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved

accreditation standards referenced in subsection (c) of section 1103 of this article.

- ii. 16 CCR Section 1105 (k)
The number and distribution of faculty and staff shall be sufficient to meet the educational program's stated mission and goals.
- iii. 16 CCR section 1105.3(a)(2)(D)
(a) Each dental hygiene program holding a certificate of approval shall:
(2) Notify the Committee within ten (10) days of any:
(D) Programmatic reduction in program faculty or support staff of more than 10%.
- iv. CODA Standard 3-11
Qualified institutional support personnel must be assigned to the program to support both the instructional program and the clinical facilities providing a safe environment for the provision of instruction and patient care.
- v. CODA Standard 4-1
The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations. Clinical Facilities The dental hygiene facilities must include the following: a) sufficient clinical facility with clinical stations for students including conveniently located hand washing sinks and view boxes and/or computer monitors; a working space for the patient's record adjacent to units; functional, modern equipment; an area that accommodates a full range of operator movement and opportunity for proper instructor supervision; b) a number of clinical stations based on the number of students admitted to a class (If the number of stations is less than the number of students in the class, one clinical station is available for every student scheduled for each clinical session.); c) a capacity of the clinic that accommodates individual student practice on a regularly scheduled basis throughout all phases of preclinical technique and clinical instruction; d) a sterilizing area that includes sufficient space for preparing, sterilizing and storing instruments; e) sterilizing equipment and personal protective equipment/supplies that follow current infection and hazard control protocol; f) facilities and materials for students, faculty and staff that provide compliance with accepted infection and hazard control protocols; g) space and furnishings for patient reception and waiting provided adjacent to the clinic; h) patient records kept in an area assuring safety and confidentiality.

c. Determination

- i. **Not in compliance.**
- ii. CCC-SD shall provide notification of staff reductions to the DHBC pursuant to 16 CCR Section 1105.3(a)(2)(D).
- iii. CCC-SD shall provide adequate oversight to clinic, sterilization, and infection control processes pursuant to 16 CCR Section 1105 (i), 16 CCR

Section 1105 (k), in addition to CODA Standard 3-11, and CODA Standard 4-1.

- iv. **CCC-SD shall provide immediate evidence of compliance by July 1, 2021.**

2. Deficiency 2 – Faculty Facilities:

- a. Documentation
 - i. Self Study page 14
 - 1. Previous CODA Recommendation:
“Office space which allows for privacy must be provided for the program administrator and faculty. Student and program records must be stored to ensure confidentiality and safety. Since the previous CODA site visit the college has allotted additional office space for the three full-time faculty members leaving the former space for the part time faculty members. See exhibit D below. Student academic records are kept in locked filing cabinets in the faculty offices and the program director’s office.”
- b. Site Visit:
 - i. Full-Time Faculty Office
 - 1. Three faculty members share one small office.
 - 2. Insufficient space and privacy afforded to faculty to meet with students.
 - ii. Part-Time Faculty Office
 - 1. Eleven faculty members share one small office.
 - 2. Five Nitrous Oxide-Oxygen delivery systems stored within the office.
 - 3. Insufficient space and privacy afforded to faculty to meet with students.
- c. Refer to
 - i. 16 CCR Section 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.
 - ii. CODA Standard 4-1
The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations
 - iii. CODA Standard 4-6
Office space which allows for privacy must be provided for the program administrator and faculty. Student and program records must be stored to ensure confidentiality and safety.

- d. Determination
 - i. **Not in compliance.**
 - ii. CCC-SD shall provide faculty facilities pursuant to 16 CCR Section 1105(i), 16 CODA Standard 4-1 and CODA Standard 4-6.
 - iii. CCC-SD shall provide evidence of compliance by **August 1, 2021.**

3. Deficiency 3 – Student Scheduling and Student Support

- a. Site Visit:
 - i. Junior and senior cohort student schedules were provided immediately before the term providing insufficient time to arrange schedules to accommodate childcare and work commitments.
 - ii. Books not provided to students in advance of courses.
 - 1. Business manager responsible for distribution out on leave, no substitute overseeing book distribution.
- b. Refer to:
 - i. 16 CCR section 1105(d)
The policies and procedures by which the educational program is administered shall be in writing, shall reflect the mission and goals of the program, and shall be available to all students.
 - ii. 16 CCR 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.
 - iii. CODA Standard 2-7
Written course descriptions, content outlines, including topics to be presented, specific instructional objectives, learning experiences, and evaluation procedures must be provided to students at the initiation of each dental hygiene course.
- c. Determination:
 - i. **Not in compliance.**
 - ii. CCC-SD to provide timely student schedules and book distribution pursuant to 16 CCR section 1105(d), 16 CCR 1105(i), in addition to meeting CODA Standard 2-7.
 - iii. CCC-SD shall provide evidence of compliance by **August 1, 2021.**

4. Deficiency 4 – Faculty Assignments

- a. Documentation:
 - i. Self Study page 68
 - 1. “The program has three full-time faculty, three part-time faculty, five supervising dentists, and five substitute faculty positions. No positions are vacant at this time.”
- b. Site Visit:
 - i. Five “supervising dentists” and five “substitute faculty” do not have a part-time contract agreement.
- c. Refer to:
 - i. 16 CCR 1105.1(b)

“Program faculty” means an individual having a full-time or part-time agreement with the institution to instruct one or more of the courses in the educational program's curriculum. The individual shall hold a baccalaureate degree or higher from a college or university accredited by an agency recognized by the U.S. Department of Education or Council for Higher Education Accreditation, and possess the following: an active California dental or dental hygiene license or special permit with no disciplinary actions; or a postsecondary credential generally recognized in the field of instruction; or a degree in the subject being taught or evaluated. All program faculty shall have documented background in educational methodology every two years, consistent with teaching assignments.
- d. Determination
 - i. **Not in compliance.**
 - ii. CCC-SD to provide full- and part-time faculty agreements for all faculty pursuant to 16 CCR section 1105.1(b).
 - iii. CCC-SD shall provide evidence of compliance by **August 1, 2021.**

5. Deficiency 5 – Program Facilities

- a. Site Visit:
 - i. Clinical Chairs
 - 1. Breaks down regularly requiring repair preventing student utilization.
 - a. Poses a barrier to efficient usage of clinic time and student learning.
 - ii. Instrument Washer
 - 1. Broken and therefore requires students to utilize an ultrasonic cleaner which allows only two instrument cassettes to be cleaned at a time.
 - a. Poses a barrier to efficient usage of clinic time and student learning.

- iii. Student Internet Access
 - 1. Slow, not conducive to utilization for exams or student assignments (e.g., visual aids accompanying exam questions not loading).
 - a. Poses a barrier to efficient usage of time and student learning.
- iv. Radiology Dexter
 - 1. Broken which decreases learning resources.
 - a. Poses a barrier to efficient usage of time and student learning.
- v. Clinic and Radiology Computers
 - 1. Slow and not conducive to learning (e.g., computers fail to recognize clinic software programs).
 - 2. Computers fail to recognize radiology sensors.
 - a. Poses a barrier to efficient usage of clinic time and student learning.
- vi. Storage space
 - 1. Current storage inadequate and poses access concerns/tripping hazards.
 - a. Improper storage of disposable supplies in the labs.
 - b. Improper storage of five Nitrous Oxide-Oxygen delivery systems stored in the part-time faculty office.
- b. Refer to:
 - i. 16 CCR Section 1105(i)

The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article
 - ii. 16 CCR Section 1105.2(d)(3)(A)

An educational program shall provide infection control equipment according to the requirements of California Code of Regulations, Title 16, Division 10, Chapter 1, Article 1, Section 1005.
 - iii. CODA Standard 4-1

The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations. Clinical Facilities The dental hygiene facilities must include the following: a) sufficient clinical facility with clinical stations for students including conveniently located hand washing sinks and view boxes and/or computer monitors; a working space for the patient's record adjacent to units; functional, modern equipment; an area that accommodates a full range of operator movement and opportunity for proper instructor supervision; b) a number of clinical stations based on the

number of students admitted to a class (If the number of stations is less than the number of students in the class, one clinical station is available for every student scheduled for each clinical session.); c) a capacity of the clinic that accommodates individual student practice on a regularly scheduled basis throughout all phases of preclinical technique and clinical instruction; d) a sterilizing area that includes sufficient space for preparing, sterilizing and storing instruments; e) sterilizing equipment and personal protective equipment/supplies that follow current infection and hazard control protocol; f) facilities and materials for students, faculty and staff that provide compliance with accepted infection and hazard control protocols; g) space and furnishings for patient reception and waiting provided adjacent to the clinic; h) patient records kept in an area assuring safety and confidentiality.

c. Determination

i. **Not in compliance**

- ii. CCC-SD shall provide adequate program facilities pursuant to 16 CCR Section 1105(i), 1105.2(d)(3)(A), in addition to CODA Standard 4-1.
- iii. CCC-SD shall provide evidence of compliance by **August 1, 2021**.

6. Deficiency 6 – Program Director Job Description

a. Documentation:

i. Self Study page 330

- 1. Does not include a minimum of a master's degree as a requirement in the Program Director's job description.

b. Refer to:

i. 16 CCR 1105.1(a)(2)

Possess a master's or higher degree from a college or university accredited by an agency recognized by the U.S. Department of Education or Council for Higher Education Accreditation.

c. Determination

i. **Not in compliance.**

- ii. CCC-SD shall correct the Program Director's job description to include requirement found in 16 CCR 1105.1(a)(2).
- iii. CCC-SD shall provide evidence of compliance by **August 1, 2021**.

7. SD will be required to provide evidence of compliance for Deficiency 1 no later than **July 1, 2021**. Additionally, CCC-SD will be required to provide evidence of compliance to Deficiencies 2 through 6 no later than **August 1, 2021**.

The priority of the DHBC is consumer protection. To ensure consumer protection and the public's right to receive quality dental hygiene care, the DHBC has a responsibility to ensure

that all dental hygiene programs meet the same educational standards in preparing their graduates for the profession. If CCC-SD does not correct the above deficiencies by **July 1, 2021 and August 1, 2021**, CCC-SD risks the DHBC's approval of the CCC-SD Dental Hygiene Educational Program and for CCC-SD graduates to obtain a California license in dental hygiene. If you have any questions regarding this report, please feel free to contact me at adina.petty@dca.ca.gov.

Sincerely,

Adina A. Pineschi-Petty DDS

Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California

cc: Anthony Lum, Executive Officer, Dental Hygiene Board of California
Destry Lievanos, MBA, Academic Dean, CCC-SD
Laurel Sampson RDH, M.Ed., Dental Hygiene Program Director, CCC-SD

July 2, 2021

Rachel Saffel, MSM
Campus President
Concorde Career College – San Diego
4393 Imperial Avenue
San Diego, CA 92128

Dear President Saffel,

The Dental Hygiene Board of California (DHBC) conducted a site visit on May 27, 2021 of the Concorde Career College Dental Hygiene Program (CCC-SD). This site visit was generated due to DHBC's oversight goals to review all dental hygiene educational programs (DHEPs) in California. Based on the results of the site visit, it was noted that evidence of program compliance with the minimum DHEP standards set by the California Code of Regulations (CCR) and the Commission on Dental Accreditation (CODA) was deficient.

On June 30, 2021, CCC-SD provided evidence for Deficiency 1, which was due on July 1, 2021. The determination is as follows:

1. Deficiency 1 – Clinical Staffing, Sterilization, and Infection Control Oversight

- a. Site Visit:
 - i. Deficient oversight of clinic administration.
 - 1. Assistant Clinic Co-Ordinator resigned in April 2021 equating a 50% staff reduction.
 - a. CCC-SD did not notify the DHBC of the 50% reduction prior to the site visit.
 - b. One clinical staff member overseeing clinic administration as well as clinic infection control processes.
 - ii. Deficient oversight of sterilization processes.
 - 1. Due to the 50% clinical staff reduction, sterilization and infection control oversight insufficient as it should be overseen at all times students are present in the clinic and in the sterilization area during sterilization processes.
- b. Refer to:
 - i. 16 CCR Section 1105 (i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.

- ii. 16 CCR Section 1105 (k)
The number and distribution of faculty and staff shall be sufficient to meet the educational program's stated mission and goals.
- iii. 16 CCR section 1105.3(a)(2)(D)
(a) Each dental hygiene program holding a certificate of approval shall:
(2) Notify the Committee within ten (10) days of any:
(D) Programmatic reduction in program faculty or support staff of more than 10%.
- iv. CODA Standard 3-11
Qualified institutional support personnel must be assigned to the program to support both the instructional program and the clinical facilities providing a safe environment for the provision of instruction and patient care.
- v. CODA Standard 4-1
The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations. Clinical Facilities The dental hygiene facilities must include the following: a) sufficient clinical facility with clinical stations for students including conveniently located hand washing sinks and view boxes and/or computer monitors; a working space for the patient's record adjacent to units; functional, modern equipment; an area that accommodates a full range of operator movement and opportunity for proper instructor supervision; b) a number of clinical stations based on the number of students admitted to a class (If the number of stations is less than the number of students in the class, one clinical station is available for every student scheduled for each clinical session.); c) a capacity of the clinic that accommodates individual student practice on a regularly scheduled basis throughout all phases of preclinical technique and clinical instruction; d) a sterilizing area that includes sufficient space for preparing, sterilizing and storing instruments; e) sterilizing equipment and personal protective equipment/supplies that follow current infection and hazard control protocol; f) facilities and materials for students, faculty and staff that provide compliance with accepted infection and hazard control protocols; g) space and furnishings for patient reception and waiting provided adjacent to the clinic; h) patient records kept in an area assuring safety and confidentiality.
- c. Evidence Provided by CCC-SD
 - i. On June 30, 2021, CCC-SD stated “On April 16th, 2021, our previous Assistant Clinic Coordinator resigned. Since that time, the position was posted on Indeed, Glassdoor, and LinkedIn. By the time of the DHBC site visit on May 27th, a viable candidate had not been located. The position was then advertised with Direct Dental Staffing, a local dental employment agency. As a result, we have found and hired an appropriate applicant, [REDACTED] who is an RDA. As documentation of this, a copy of her signed offer letter and a copy of her license are attached.

- ii. CCC-SD provided a copy of a signed offer letter and a copy of RDA licensure for [REDACTED].
- d. Determination
 - i. **In compliance.**
 - ii. CCC-SD shall continue to provide notification of staff reductions to the DHBC pursuant to 16 CCR Section 1105.3(a)(2)(D).
 - iii. CCC-SD shall continue to provide adequate oversight to clinic, sterilization, and infection control processes pursuant to 16 CCR Section 1105 (i), 16 CCR Section 1105 (k), in addition to CODA Standard 3-11, and CODA Standard 4-1.

2. Deficiency 2 – Faculty Facilities:

- a. Documentation
 - i. Self Study page 14
 - 1. Previous CODA Recommendation:

“Office space which allows for privacy must be provided for the program administrator and faculty. Student and program records must be stored to ensure confidentiality and safety. Since the previous CODA site visit the college has allotted additional office space for the three full-time faculty members leaving the former space for the part time faculty members. See exhibit D below. Student academic records are kept in locked filing cabinets in the faculty offices and the program director’s office.”
- b. Site Visit:
 - i. Full-Time Faculty Office
 - 1. Three faculty members share one small office.
 - 2. Insufficient space and privacy afforded to faculty to meet with students.
 - ii. Part-Time Faculty Office
 - 1. Eleven faculty members share one small office.
 - 2. Five Nitrous Oxide-Oxygen delivery systems stored within the office.
 - 3. Insufficient space and privacy afforded to faculty to meet with students.
- c. Refer to
 - i. 16 CCR Section 1105(i)

The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.

- ii. CODA Standard 4-1
The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations
- iii. CODA Standard 4-6
Office space which allows for privacy must be provided for the program administrator and faculty. Student and program records must be stored to ensure confidentiality and safety.
- d. Determination
 - i. **Not in compliance.**
 - ii. CCC-SD shall provide faculty facilities pursuant to 16 CCR Section 1105(i), 16 CODA Standard 4-1 and CODA Standard 4-6.
 - iii. CCC-SD shall provide evidence of compliance by **August 1, 2021.**

3. Deficiency 3 – Student Scheduling and Student Support

- a. Site Visit:
 - i. Junior and senior cohort student schedules were provided immediately before the term providing insufficient time to arrange schedules to accommodate childcare and work commitments.
 - ii. Books not provided to students in advance of courses.
 - 1. Business manager responsible for distribution out on leave, no substitute overseeing book distribution.
- b. Refer to:
 - i. 16 CCR section 1105(d)
The policies and procedures by which the educational program is administered shall be in writing, shall reflect the mission and goals of the program, and shall be available to all students.
 - ii. 16 CCR 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.
 - iii. CODA Standard 2-7
Written course descriptions, content outlines, including topics to be presented, specific instructional objectives, learning experiences, and evaluation procedures must be provided to students at the initiation of each dental hygiene course.

- c. Determination:
 - i. **Not in compliance.**
 - ii. CCC-SD to provide timely student schedules and book distribution pursuant to 16 CCR section 1105(d), 16 CCR 1105(i), in addition to meeting CODA Standard 2-7.
 - iii. CCC-SD shall provide evidence of compliance by **August 1, 2021.**

4. Deficiency 4 – Faculty Assignments

- a. Documentation:
 - i. Self Study page 68
 - 1. “The program has three full-time faculty, three part-time faculty, five supervising dentists, and five substitute faculty positions. No positions are vacant at this time.”
- b. Site Visit:
 - i. Five “supervising dentists” and five “substitute faculty” do not have a part-time contract agreement.
- c. Refer to:
 - i. 16 CCR 1105.1(b)
“Program faculty” means an individual having a full-time or part-time agreement with the institution to instruct one or more of the courses in the educational program's curriculum. The individual shall hold a baccalaureate degree or higher from a college or university accredited by an agency recognized by the U.S. Department of Education or Council for Higher Education Accreditation, and possess the following: an active California dental or dental hygiene license or special permit with no disciplinary actions; or a postsecondary credential generally recognized in the field of instruction; or a degree in the subject being taught or evaluated. All program faculty shall have documented background in educational methodology every two years, consistent with teaching assignments.
- d. Determination
 - i. **Not in compliance.**
 - ii. CCC-SD to provide full- and part-time faculty agreements for all faculty pursuant to 16 CCR section 1105.1(b).
 - iii. CCC-SD shall provide evidence of compliance by **August 1, 2021.**

5. Deficiency 5 – Program Facilities

- a. Site Visit:
 - i. Clinical Chairs
 - 1. Breaks down regularly requiring repair preventing student utilization.

- a. Poses a barrier to efficient usage of clinic time and student learning.
- ii. Instrument Washer
 - 1. Broken and therefore requires students to utilize an ultrasonic cleaner which allows only two instrument cassettes to be cleaned at a time.
 - a. Poses a barrier to efficient usage of clinic time and student learning.
- iii. Student Internet Access
 - 1. Slow, not conducive to utilization for exams or student assignments (e.g., visual aids accompanying exam questions not loading).
 - a. Poses a barrier to efficient usage of time and student learning.
- iv. Radiology Dexter
 - 1. Broken which decreases learning resources.
 - a. Poses a barrier to efficient usage of time and student learning.
- v. Clinic and Radiology Computers
 - 1. Slow and not conducive to learning (e.g., computers fail to recognize clinic software programs).
 - 2. Computers fail to recognize radiology sensors.
 - a. Poses a barrier to efficient usage of clinic time and student learning.
- vi. Storage space
 - 1. Current storage inadequate and poses access concerns/tripping hazards.
 - a. Improper storage of disposable supplies in the labs.
 - b. Improper storage of five Nitrous Oxide-Oxygen delivery systems stored in the part-time faculty office.
- b. Refer to:
 - i. 16 CCR Section 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article
 - ii. 16 CCR Section 1105.2(d)(3)(A)
An educational program shall provide infection control equipment according to the requirements of California Code of Regulations, Title 16, Division 10, Chapter 1, Article 1, Section 1005.

iii. CODA Standard 4-1

The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations. Clinical Facilities The dental hygiene facilities must include the following: a) sufficient clinical facility with clinical stations for students including conveniently located hand washing sinks and view boxes and/or computer monitors; a working space for the patient's record adjacent to units; functional, modern equipment; an area that accommodates a full range of operator movement and opportunity for proper instructor supervision; b) a number of clinical stations based on the number of students admitted to a class (If the number of stations is less than the number of students in the class, one clinical station is available for every student scheduled for each clinical session.); c) a capacity of the clinic that accommodates individual student practice on a regularly scheduled basis throughout all phases of preclinical technique and clinical instruction; d) a sterilizing area that includes sufficient space for preparing, sterilizing and storing instruments; e) sterilizing equipment and personal protective equipment/supplies that follow current infection and hazard control protocol; f) facilities and materials for students, faculty and staff that provide compliance with accepted infection and hazard control protocols; g) space and furnishings for patient reception and waiting provided adjacent to the clinic; h) patient records kept in an area assuring safety and confidentiality.

c. Determination

i. **Not in compliance**

- ii. CCC-SD shall provide adequate program facilities pursuant to 16 CCR Section 1105(i), 1105.2(d)(3)(A), in addition to CODA Standard 4-1.
- iii. CCC-SD shall provide evidence of compliance by **August 1, 2021**.

6. Deficiency 6 – Program Director Job Description

a. Documentation:

i. Self Study page 330

1. Does not include a minimum of a master's degree as a requirement in the Program Director's job description.

b. Refer to:

i. 16 CCR 1105.1(a)(2)

Possess a master's or higher degree from a college or university accredited by an agency recognized by the U.S. Department of Education or Council for Higher Education Accreditation.

c. Determination

i. **Not in compliance.**

- ii. CCC-SD shall correct the Program Director's job description to include requirement found in 16 CCR 1105.1(a)(2).
- iii. CCC-SD shall provide evidence of compliance by **August 1, 2021**.

CCC-SD is required to provide evidence of compliance to remaining deficiencies (Deficiencies 2 through 6) no later than **August 1, 2021**.

The priority of the DHBC is consumer protection. To ensure consumer protection and the public's right to receive quality dental hygiene care, the DHBC has a responsibility to ensure that all dental hygiene programs meet the same educational standards in preparing their graduates for the profession. If CCC-SD does not correct the above remaining deficiencies by **August 1, 2021**, CCC-SD risks the DHBC's approval of the CCC-SD Dental Hygiene Educational Program and for CCC-SD graduates to obtain a California license in dental hygiene. If you have any questions regarding this report, please feel free to contact me at adina.petty@dca.ca.gov.

Sincerely,

Adina A. Pineschi-Petty DDS

Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California

cc: Anthony Lum, Executive Officer, Dental Hygiene Board of California
Destry Lievanos, MBA, Academic Dean, CCC-SD
Laurel Sampson RDH, M.Ed., Dental Hygiene Program Director, CCC-SD

May 12, 2020

Susan Sperling, Ph.D.
President
Chabot College
25555 Hesperian Boulevard
Hayward, CA 94545

Dear Dr. Sperling,

The Dental Hygiene Board of California (DHBC) received a "Report of Program Change" on April 22, 2021 for the Chabot College Dental Hygiene Educational Program (Chabot). Based on the review of the report, it was noted that evidence of program compliance with the minimum DHEP standards set by the California Code of Regulations (CCR) and the Commission on Dental Accreditation (CODA) was deficient.

The following deficiencies of minimum DHEP standards are as follows:

1. Deficiency – Clinical Staffing and Infection Control Oversight

a. Documentation provided on April 22, 2021:

i. Chabot stated:

1. "The Dental Hygiene Program has had one Clinical Assistant support staff retire and another resign due to the COVID-19 Pandemic. The Chabot Las Positas Community College District has posted the position to replace one of the two positions but decided to postpone the recruitment of the second position due to budget considerations as a result of COVID-19. The second position will be reevaluated at a later time."
2. "The Chabot College Dental Hygiene Program has one Clinical Assistant who provides support in assisting with the operation of the clinic facility including the management of appointments, records, billing, insurance, inventory, hazardous waste, and infection control. This is a full time position, 40 hours per week, Monday through Friday for 11 months per year. The posting of this position closed on November 19th and interviews will commence prior to the end of the year for a spring hire."

b. DHBC Review:

- i. Reduction in staff for the DHEP of 66% prior to November 19, 2020.
 1. DHBC not notified until April 22, 2021, at least five months after mandatory reporting requirements pursuant to 16 CCR section 1105.3(a)(2)(D).

- ii. No assigned staff assisting with the operation of the clinic facility including the management of appointments, records, billing, insurance, inventory, hazardous waste, and infection control at a minimum of five months during DHEP operation, in violation of 16 CCR Section 1105(i).
- c. Refer to:
 - i. 16 CCR Section 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.
 - ii. 16 CCR Section 1105(k)
The number and distribution of faculty and staff shall be sufficient to meet the educational program's stated mission and goals.
 - iii. 16 CCR Section 1105.3(a)(2)(D)
(a) Each dental hygiene program holding a certificate of approval shall:
(2) Notify the Committee within ten (10) days of any:
(D) Programmatic reduction in program faculty or support staff of more than 10%.
 - iv. CODA Standard 3-11
Qualified institutional support personnel must be assigned to the program to support both the instructional program and the clinical facilities providing a safe environment for the provision of instruction and patient care.
- d. Determination
 - i. **Not in compliance.**
 - ii. Chabot shall provide evidence of adequate staff oversight of clinical administration, facilities, sterilization, and infection control processes pursuant to 16 CCR section 1105(i), 16 CCR section 1105(k), 16 CCR section 1105.3(a)(2)(D), in addition to CODA Standard 3-11.

You will be required to provide evidence of compliance to the above deficiencies no later than **June 1, 2021**, as your dental hygiene program is operating outside the structured parameters of the law and CODA Standards with these deficiencies which are putting students, faculty, and the public at risk.

Additionally, the DHBC will be conducting a site visit of the Chabot College Dental Hygiene Educational Program. Please provide the DHBC a few dates in early September 2021 in which both cohorts, faculty, and administration will be available by **June 1, 2021**.

The priority of the DHBC is consumer protection. To ensure consumer protection and the public's right to receive quality dental hygiene care, the DHBC has a responsibility to ensure that all dental hygiene programs meet the same educational standards in preparing their

graduates for the profession. If Chabot does not correct the above deficiencies by **June 1, 2021**. Chabot risks the DHBC's approval of the Chabot College Dental Hygiene Educational Program and for Chabot graduates to obtain a California license in dental hygiene. If you have any questions regarding this report, please feel free to contact me at adina.petty@dca.ca.gov.

Sincerely,

Adina A. Pineschi-Petty DDS

Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California

cc: Anthony Lum, Executive Officer, Dental Hygiene Board of California
Kevin Kramer, MA, Dean of Health, Kinesiology & Athletics, Chabot College
Nancy Cheung, RDH, MPA/HSA, Dental Hygiene Educational Program Director, Chabot College

May 26, 2020

Susan Sperling, Ph.D.
President
Chabot College
25555 Hesperian Boulevard
Hayward, CA 94545

Dear Dr. Sperling,

The Dental Hygiene Board of California (DHBC) received a "Report of Program Change" on April 22, 2021 for the Chabot College Dental Hygiene Educational Program (Chabot). Based on the review of the report, it was noted that evidence of program compliance with the minimum DHEP standards set by the California Code of Regulations (CCR) and the Commission on Dental Accreditation (CODA) was deficient.

The current status of deficiencies of minimum DHEP standards are as follows:

i. Deficiency – Clinical Staffing and Infection Control Oversight

a. Evidence of compliance due on June 1, 2021:

- i. Chabot shall provide evidence of adequate staff oversight of clinical administration, facilities, sterilization, and infection control processes pursuant to 16 CCR section 1105(i), 16 CCR section 1105(k), 16 CCR section 1105.3(a)(2)(D), in addition to CODA Standard 3-11.

b. Evidence provided by Chabot on May 22, 2021:

- i. Page 3 of board meeting minutes for 1-19-21.
- ii. Copy of the board agenda item for 1-19-21 and signed on 1-13-21.
- iii. "Dental Hygiene Clinical Assistant" job description.
- iv. Registered Dental Assistant License for [REDACTED].
- v. Resume for [REDACTED].
- vi. "Basic Life Support" card issued by "Advanced Medical Certification".

c. DHBC Review:

- i. Reduction in staff for the DHEP of 66% prior to November 19, 2020.
 - 1. One staff member overseeing two positions.

- a. California Code of Regulations (CCR), Title 16, Section 1105(i):
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.
 - b. 16 CCR Section 1105(k):
The number and distribution of faculty and staff shall be sufficient to meet the educational program's stated mission and goals.
 - c. 16 CCR Section 1105.3(a)(2)(D):
 - (a) Each dental hygiene program holding a certificate of approval shall:
 - (2) Notify the Committee within ten (10) days of any:
 - (D) Programmatic reduction in program faculty or support staff of more than 10%.
 - d. CODA Standard 3-11:
Qualified institutional support personnel must be assigned to the program to support both the instructional program and the clinical facilities providing a safe environment for the provision of instruction and patient care.
- ii. "Basic Life Support" card issued by "Advanced Medical Certification".
- 1. "Advanced Medical Certification" is not a Dental Board of California-approved provider and is advertised as "100% online" (<https://advancedmedicalcertification.com/>).
 - 2. A live, in-person skills practice session is required by 16 CCR Section 1016(b)(1)(C).
 - a. 16 CCR Section 1016(b)(1)(C):
 - (b) Courses of study for continuing education credit shall include:
 - (1) Mandatory courses required by the Board for license renewal to include a Board-approved course in Infection Control, a Board-approved course in the California Dental Practice Act and completion of certification in Basic Life Support.
 - (C) The mandatory requirement for certification in Basic Life Support shall be met by completion of either:
 - (i) An American Heart Association (AHA) or American Red Cross (ARC) course in Basic Life Support (BLS) or,
 - (ii) A BLS course taught by a provider approved by the American Dental Association's Continuing Education Recognition Program (CERP) or the Academy of General Dentistry's Program Approval for Continuing Education (PACE).

For the purposes of this section, a Basic Life Support course shall include all of the following:

1. Instruction in both adult and pediatric CPR, including 2-rescuer scenarios;
2. Instruction in foreign-body airway obstruction;
3. Instruction in relief of choking for adults, child and infant;
4. Instruction in the use of automated external defibrillation with CPR; and;
5. A live, in-person skills practice session, a skills test and a written examination;

The course provider shall ensure that the course meets the required criteria.

d. Determination

i. **Not in compliance.**

1. Chabot shall provide evidence of adequate staff oversight of clinical administration, facilities, sterilization, and infection control processes pursuant to 16 CCR Section 1016(b)(1)(C), 16 CCR section 1105(i), 16 CCR section 1105(k), 16 CCR section 1105.3(a)(2)(D), in addition to CODA Standard 3-11.
2. **Evidence of compliance shall include, but not limited to, assigned staff curriculum vitae (CV) and assignment schedule.**

You will be required to provide evidence of compliance to the above deficiencies no later than **August 1, 2021**. As Chabot's dental hygiene educational program is operating outside the structured parameters of California law and CODA Standards with these deficiencies, Chabot is therefore putting students, faculty, and the public at risk.

Additionally, the DHBC will be conducting a site visit of the Chabot College Dental Hygiene Educational Program on September 8, 2021.

The priority of the DHBC is consumer protection. To ensure consumer protection and the public's right to receive quality dental hygiene care, the DHBC has a responsibility to ensure that all dental hygiene programs within the state meet the same educational standards in preparing their graduates for the profession. If Chabot does not correct the above deficiencies by **August 1, 2021**, Chabot risks the DHBC's approval of the Chabot College Dental Hygiene Educational Program and for Chabot graduates to obtain a California license in dental hygiene. If you have any questions regarding this report, please feel free to contact me at adina.petty@dca.ca.gov.

Sincerely,

Adina A. Pineschi-Petty DDS

Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California

cc: Anthony Lum, Executive Officer, Dental Hygiene Board of California
Kevin Kramer, MA, Dean of Health, Kinesiology & Athletics, Chabot College
Nancy Cheung, RDH, MPA/HSA, Dental Hygiene Educational Program Director, Chabot College

June 28, 2021

Shannon Koh, MEd, Campus President
San Joaquin Valley College - Ontario
4580 Ontario Mills Pkwy
Ontario, CA 91764

Dear President Koh,

The Dental Hygiene Board of California (DHBC) conducted a site visit on June 24, 2021 of the San Joaquin Valley College - Ontario Dental Hygiene Educational Program (SJVC Ontario). This site visit was generated due to the DHBC's oversight goals to review all dental hygiene educational programs (DHEPs) in California. Based on the results of the site visit and a review of the documentation provided by SJVC Ontario, it was noted that evidence of program compliance with the minimum DHEP standards set by the California Code of Regulations (CCR) and CODA was deficient.

During the DHBC site visit, the following deficiencies of minimum DHEP standards were discovered:

1. Deficiency 1: Infection Control Compliance

- a. Clinical Facilities:
 - i. Less than six feet between patients in some operatory units, posing risk of cross-aerosol exposure.
 - 1. Semipermanent or permanent barriers needed between 16 operatory units.
 - ii. Instrument storage in central sterilization room uncovered and exposed to aerosols.
 - iii. Emergency kit not easily accessed during clinical sessions.
 - 1. Emergency kit to be placed and easily accessible in clinic during all clinic sessions.
- b. Refer to:
 - i. 16 CCR Section 1105.2(d)(3)(A)
An educational program shall provide infection control equipment according to the requirements of California Code of Regulations, Title 16, Division 10, Chapter 1, Article 1, Section 1005.
 - ii. 16 CCR Section 1105.2(d)(3)(C)
An educational program shall comply with local, state, and federal health and safety laws and regulations.(i) All students shall have access to the program's hazardous waste management plan for the disposal of needles, cartridges, medical waste and storage of oxygen and nitrous oxide tanks.(ii) All students shall have access to the program's clinic and radiation hazardous communication plan.(iii) All students shall

receive a copy of the program's bloodborne and infectious diseases exposure control plan, which shall include emergency needlestick information.

- iii. 16 CCR Section 1105.2(d)(3)(D)(xii)
Proper infection control procedures according to the provisions of Title 16, Division 10, Chapter 1, Article 1, Section 1005 of the California Code of Regulations
- iv. 16 CCR Section 1005
Minimum Standards for Infection Control (a) Definitions of terms used in this section: (1) "Standard precautions" are a group of infection prevention practices that apply to all patients, regardless of suspected or confirmed infection status, in any setting in which healthcare is delivered. These include: hand hygiene, use of gloves, gown, mask, eye protection, or face shield, depending on the anticipated exposure, and safe handling of sharps. Standard precautions shall be used for care of all patients regardless of their diagnoses or personal infectious status. (2) "Critical items" confer a high risk for infection if they are contaminated with any microorganism. These include all instruments, devices, and other items used to penetrate soft tissue or bone. (3) "Semi-critical items" are instruments, devices and other items that are not used to penetrate soft tissue or bone, but contact oral mucous membranes, non-intact skin or other potentially infectious materials (OPIM). (4) "Non-critical items" are instruments, devices, equipment, and surfaces that come in contact with soil, debris, saliva, blood, OPIM and intact skin, but not oral mucous membranes. (5) "Low-level disinfection" is the least effective disinfection process. It kills some bacteria, some viruses and fungi, but does not kill bacterial spores or mycobacterium tuberculosis var bovis, a laboratory test organism used to classify the strength of disinfectant chemicals. (6) "Intermediate-level disinfection" kills mycobacterium tuberculosis var bovis indicating that many human pathogens are also killed. This process does not necessarily kill spores. (7) "High-level disinfection" kills some, but not necessarily all bacterial spores. This process kills mycobacterium tuberculosis var bovis, bacteria, fungi, and viruses. (8) "Germicide" is a chemical agent that can be used to disinfect items and surfaces based on the level of contamination. (9) "Sterilization" is a validated process used to render a product free of all forms of viable microorganisms. (10) "Cleaning" is the removal of visible soil (e.g., organic and inorganic material) debris and OPIM from objects and surfaces and shall be accomplished manually or mechanically using water with detergents or enzymatic products. (11) "Personal Protective Equipment" (PPE) is specialized clothing or equipment worn or used for protection against a hazard. PPE items may include, but are not limited to, gloves, masks, respiratory devices, protective eyewear and protective attire which are intended to prevent exposure to blood, body fluids, OPIM, and chemicals used for infection control. General work attire such as uniforms, scrubs, pants and shirts, are not considered to be PPE. (12) "Other Potentially Infectious Materials" (OPIM) means any one of the following: (A) Human body fluids such as saliva in dental procedures and any body fluid that is visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids. (B) Any unfixed tissue or organ (other than intact skin) from a human (living or dead). (C) Any of the following, if known or reasonably likely to contain or be infected with human immunodeficiency virus (HIV), hepatitis B virus (HBV), or hepatitis C virus (HCV): 1. Cell, tissue, or organ cultures from humans or experimental animals; 2. Blood, organs, or other tissues from experimental animals; or 3. Culture medium or other solutions. (13) "Dental Healthcare Personnel" (DHCP), are all paid and non-paid personnel in the dental healthcare setting who might be occupationally exposed to

infectious materials, including body substances and contaminated supplies, equipment, environmental surfaces, water, or air. DHCP includes dentists, dental hygienists, dental assistants, dental laboratory technicians (in-office and commercial), students and trainees, contractual personnel, and other persons not directly involved in patient care but potentially exposed to infectious agents (e.g., administrative, clerical, housekeeping, maintenance, or volunteer personnel). (b) All DHCP shall comply with infection control precautions and enforce the following minimum precautions to protect patients and DHCP and to minimize the transmission of pathogens in health care settings as mandated by the California Division of Occupational Safety and Health (Cal/OSHA). (1) Standard precautions shall be practiced in the care of all patients. (2) A written protocol shall be developed, maintained, and periodically updated for proper instrument processing, operatory cleanliness, and management of injuries. The protocol shall be made available to all DHCP at the dental office. (3) A copy of this regulation shall be conspicuously posted in each dental office. Personal Protective Equipment: (4) All DHCP shall wear surgical facemasks in combination with either chin length plastic face shields or protective eyewear whenever there is potential for aerosol spray, splashing or spattering of the following: droplet nuclei, blood, chemical or germicidal agents or OPIM. Chemical-resistant utility gloves and appropriate, task specific PPE shall be worn when handling hazardous chemicals. After each patient treatment, masks shall be changed and disposed. After each patient treatment, face shields and protective eyewear shall be cleaned, disinfected, or disposed. (5) Protective attire shall be worn for disinfection, sterilization, and housekeeping procedures involving the use of germicides or handling contaminated items. All DHCP shall wear reusable or disposable protective attire whenever there is a potential for aerosol spray, splashing or spattering of blood, OPIM, or chemicals and germicidal agents. Protective attire must be changed daily or between patients if they should become moist or visibly soiled. All PPE used during patient care shall be removed when leaving laboratories or areas of patient care activities. Reusable gowns shall be laundered in accordance with Cal/OSHA Bloodborne Pathogens Standards (Title 8, Cal. Code Regs., section 5193). Hand Hygiene: (6) All DHCP shall thoroughly wash their hands with soap and water at the start and end of each workday. DHCP shall wash contaminated or visibly soiled hands with soap and water and put on new gloves before treating each patient. If hands are not visibly soiled or contaminated an alcohol based hand rub may be used as an alternative to soap and water. Hands shall be thoroughly dried before donning gloves in order to prevent promotion of bacterial growth and washed again immediately after glove removal. A DHCP shall refrain from providing direct patient care if hand conditions are present that may render DHCP or patients more susceptible to opportunistic infection or exposure. (7) All DHCP who have exudative lesions or weeping dermatitis of the hand shall refrain from all direct patient care and from handling patient care equipment until the condition resolves. Gloves: (8) Medical exam gloves shall be worn whenever there is contact with mucous membranes, blood, OPIM, and during all pre-clinical, clinical, post-clinical, and laboratory procedures. When processing contaminated sharp instruments, needles, and devices, DHCP shall wear heavy-duty utility gloves to prevent puncture wounds. Gloves must be discarded when torn or punctured, upon completion of treatment, and before leaving laboratories or areas of patient care activities. All DHCP shall perform hand hygiene procedures before donning gloves and after removing and discarding gloves. Gloves shall not be washed before or after use. Needle and Sharps Safety: (9) Needles shall be recapped only by using the scoop technique or a protective device. Needles shall not be bent or broken for the purpose of disposal. Disposable needles, syringes, scalpel blades, or other

sharp items and instruments shall be placed into sharps containers for disposal as close as possible to the point of use according to all applicable local, state, and federal regulations. Sterilization and Disinfection: (10) All germicides must be used in accordance with intended use and label instructions. (11) Cleaning must precede any disinfection or sterilization process. Products used to clean items or surfaces prior to disinfection procedures shall be used according to all label instructions. (12) Critical instruments, items and devices shall be discarded or pre-cleaned, packaged or wrapped and sterilized after each use. Methods of sterilization shall include steam under pressure (autoclaving), chemical vapor, and dry heat. If a critical item is heat-sensitive, it shall, at minimum, be processed with high-level disinfection and packaged or wrapped upon completion of the disinfection process. These instruments, items, and devices, shall remain sealed and stored in a manner so as to prevent contamination, and shall be labeled with the date of sterilization and the specific sterilizer used if more than one sterilizer is utilized in the facility. (13) Semi-critical instruments, items, and devices shall be pre-cleaned, packaged or wrapped and sterilized after each use. Methods of sterilization include steam under pressure (autoclaving), chemical vapor and dry heat. If a semi-critical item is heat sensitive, it shall, at minimum, be processed with high level disinfection and packaged or wrapped upon completion of the disinfection process. These packages or containers shall remain sealed and shall be stored in a manner so as to prevent contamination, and shall be labeled with the date of sterilization and the specific sterilizer used if more than one sterilizer is utilized in the facility. (14) Non-critical surfaces and patient care items shall be cleaned and disinfected with a California Environmental Protection Agency (Cal/EPA)-registered hospital disinfectant (low-level disinfectant) labeled effective against HBV and HIV. When the item is visibly contaminated with blood or OPIM, a Cal/EPA-registered hospital intermediate-level disinfectant with a tuberculocidal claim shall be used. (15) All high-speed dental hand pieces, low-speed hand pieces, rotary components and dental unit attachments such as reusable air/water syringe tips and ultrasonic scaler tips, shall be packaged, labeled and heat-sterilized in a manner consistent with the same sterilization practices as a semi-critical item. (16) Single use disposable items such as prophylaxis angles, prophylaxis cups and brushes, tips for high-speed evacuators, saliva ejectors, air/water syringe tips, and gloves shall be used for one patient only and discarded. (17) Proper functioning of the sterilization cycle of all sterilization devices shall be verified at least weekly through the use of a biological indicator (such as a spore test). Test results shall be documented and maintained for 12 months. Irrigation: (18) Sterile coolants/irrigants shall be used for surgical procedures involving soft tissue or bone. Sterile coolants/irrigants must be delivered using a sterile delivery system. Facilities: (19) If non-critical items or surfaces likely to be contaminated are manufactured in a manner preventing cleaning and disinfection, they shall be protected with disposable impervious barriers. Disposable barriers shall be changed when visibly soiled or damaged and between patients. (20) Clean and disinfect all clinical contact surfaces that are not protected by impervious barriers using a California Environmental Protection Agency (Cal/EPA) registered, hospital grade low- to intermediate-level germicide after each patient. The low-level disinfectants used shall be labeled effective against HBV and HIV. Use disinfectants in accordance with the manufacturer's instructions. Clean all housekeeping surfaces (e.g. floors, walls, sinks) with a detergent and water or a Cal/EPA registered, hospital grade disinfectant. Products used to clean items or surfaces prior to disinfection procedures shall be clearly labeled and DHCP shall follow all material safety data sheet (MSDS) handling and storage instructions. (21) Dental unit water lines shall be anti-retractable. At the beginning of each workday,

dental unit lines and devices shall be purged with air or flushed with water for at least two (2) minutes prior to attaching handpieces, scalers, air water syringe tips, or other devices. The dental unit lines and devices shall be flushed between each patient for a minimum of twenty (20) seconds. (22) Contaminated solid waste shall be disposed of according to applicable local, state, and federal environmental standards. Lab Areas:(23) Splash shields and equipment guards shall be used on dental laboratory lathes. Fresh pumice and a sterilized or new rag-wheel shall be used for each patient. Devices used to polish, trim, or adjust contaminated intraoral devices shall be disinfected or sterilized, properly packaged or wrapped and labeled with the date and the specific sterilizer used if more than one sterilizer is utilized in the facility. If packaging is compromised, the instruments shall be recleaned, packaged in new wrap, and sterilized again. Sterilized items will be stored in a manner so as to prevent contamination. (24) All intraoral items such as impressions, bite registrations, prosthetic and orthodontic appliances shall be cleaned and disinfected with an intermediate-level disinfectant before manipulation in the laboratory and before placement in the patient's mouth. Such items shall be thoroughly rinsed prior to placement in the patient's mouth. (c) The Dental Board of California and Dental Hygiene Committee of California shall review this regulation annually and establish a consensus.

- v. 8 CCR 5193: Bloodborne Pathogens.
- vi. CODA Standard 5-1
The program must document its compliance with institutional policy and applicable regulations of local, state and federal agencies including, but not limited to, radiation hygiene and protection, ionizing radiation, hazardous materials, and bloodborne and infectious diseases. Policies must be provided to all students, faculty, and appropriate support staff, and continuously monitored for compliance. Policies on bloodborne and infectious diseases must be made available to applicants for admission and patients.
- vii. Centers for Disease Control (CDC)
Guidelines for Infection Control in Dental Health Care Settings – 2003.
- c. Determination
 - i. **Not in compliance.**
 - ii. SJVC Ontario shall provide evidence of infection control protocols pursuant to 16 CCR sections 1105.2(d)(3)(A), 1105.2(d)(3)(C), 1105.2(d)(3)(D)(xii), and 1005; in addition to 8 CCR section 5193, CODA Standard 5-1, and following the recommendations of the CDC Guidelines for Infection Control in Dental Health Care Settings – 2003.
 - iii. SJVC Ontario shall provide evidence of **immediate compliance** for deficiency 1(a)(iii) **by June 29, 2021.**
 - iv. SJVC Ontario shall provide evidence of **immediate temporary compliance** for deficiency 1(a)(ii) by **July 23, 2021.**
 - v. SJVC Ontario shall provide evidence of **permanent compliance** for deficiencies 1(a)(i) and 1 (a)(ii) by **October 1, 2021.**

2. Deficiency 2: HIPAA Compliance

- a. Patient Privacy Barriers
 - i. No patient privacy barriers between 16 patient operatory chairs providing no barrier to patient confidentiality.
 - 1. Computer display screens displaying protected health information (PHI) clearly visible to entirety of clinic.
 - 2. Distance between chairs less than six feet.
 - ii. File room door open and accessible to non-authorized personnel
 - 1. File room door should remain secured at all times.
- b. Refer to:
 - i. 16 CCR Section 1105.2(d)(3)(C)
An educational program shall comply with local, state, and federal health and safety laws and regulations.(i) All students shall have access to the program's hazardous waste management plan for the disposal of needles, cartridges, medical waste and storage of oxygen and nitrous oxide tanks.(ii) All students shall have access to the program's clinic and radiation hazardous communication plan.(iii) All students shall receive a copy of the program's bloodborne and infectious diseases exposure control plan, which shall include emergency needlestick information.
 - ii. CODA Standard 4-1 (h)
The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations. Clinical Facilities: h) patient records kept in an area assuring safety and confidentiality.
 - iii. CODA Standard 6-6
The program's policies must ensure that the confidentiality of information pertaining to the health status of each individual patient is strictly maintained.
 - iv. Health and Safety Code (HSC)
Division 109 Section 130203 (a) Every provider of health care shall establish and implement appropriate administrative, technical, and physical safeguards to protect the privacy of a patient's medical information. Every provider of health care shall reasonably safeguard confidential medical information from any unauthorized access or unlawful access, use, or disclosure.
 - v. Health Insurance Portability and Accountability Act of 1996 (HIPAA)
Public Law 104-191
45 Code of Federal Regulations (CFR) Sections 160, 162, and 164
- c. Determination:
 - i. **Not in compliance.**
 - ii. SJVC Ontario shall provide evidence of HIPAA compliance pursuant to 16 CCR section 1105.2(d)(3)(C); CODA Standards 5-1, 4-1(h), and 6-6; HSC Division 109 section 130203 (a); as well as HIPAA Public Law 104-191, 45 Code of Federal Regulations (CFR) sections 160, 162, and 164.

- iii. SJVC Ontario shall provide evidence of **immediate compliance** for deficiency 2(a)(ii) by **June 29, 2021**.
- iv. SJVC Ontario shall provide evidence of **immediate temporary compliance** for deficiency 2(a)(i) by **July 23, 2021**.
- v. SJVC Ontario shall provide evidence of **permanent compliance** for deficiency 2(a)(i) by **October 1, 2021**.

3. Deficiency 3: Student Resources

- a. Students reported only being provided e-books, which poses difficulty for some of the student's learning styles and therefore poses a barrier to student learning.
 - i. Confirmed by program director and administration.
- b. Refer to:
 - i. 16 CCR Section 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.
 - ii. CODA Standard 4-7
Instructional aids and equipment must be provided for student learning. Institutional library holdings must include or provide access to a diversified collection of current dental, dental hygiene and multidisciplinary literature and references necessary to support teaching, student learning needs, service, research and development. There must be a mechanism for program faculty to periodically review, acquire and select current titles and instructional aids.
- c. Determination:
 - i. **Not in compliance.**
 - ii. SJVC Ontario must provide appropriate instructional aids to support the academic and clinical purposes of the SJVC Ontario DHEP pursuant to 16 CCR section 1105(i) and CODA Standard 4-7.

4. Deficiency 4: Program Equipment

- a. Lack of a definitive equipment maintenance and replacement plan for educational and clinical equipment.
- b. Refer to:
 - i. 16 CCR Section 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and

in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.

ii. CODA Standard 4-1

The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations. Clinical Facilities The dental hygiene facilities must include the following: a) sufficient clinical facility with clinical stations for students including conveniently located hand washing sinks and view boxes and/or computer monitors; a working space for the patient's record adjacent to units; functional, modern equipment; an area that accommodates a full range of operator movement and opportunity for proper instructor supervision; b) a number of clinical stations based on the number of students admitted to a class (If the number of stations is less than the number of students in the class, one clinical station is available for every student scheduled for each clinical session.); c) a capacity of the clinic that accommodates individual student practice on a regularly scheduled basis throughout all phases of preclinical technique and clinical instruction; d) a sterilizing area that includes sufficient space for preparing, sterilizing and storing instruments; e) sterilizing equipment and personal protective equipment/supplies that follow current infection and hazard control protocol; f) facilities and materials for students, faculty and staff that provide compliance with accepted infection and hazard control protocols; g) space and furnishings for patient reception and waiting provided adjacent to the clinic; h) patient records kept in an area assuring safety and confidentiality.

c. Determination:

i. **Not in compliance.**

ii. SJVC Ontario must provide evidence of a long- and short-term equipment maintenance and replacement plan pursuant to 16 CCR section 1105(i) and CODA Standard 4-1.

5. Deficiency 5: Program Support

a. Administrative Assistant

i. Part time administrative assistant released and no replacement hired.

b. Refer to:

i. 16 CCR Section 1105(i)

The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.

ii. 16 CCR Section 1105(k)

The number and distribution of faculty and staff shall be sufficient to meet the educational program's stated mission and goals.

- iii. CODA Standard 3-11
Qualified institutional support personnel must be assigned to the program to support both the instructional program and the clinical facilities providing a safe environment for the provision of instruction and patient care.

c. Determination:

- i. **Not in compliance.**
- ii. SJVC Ontario to provide qualified institutional support personnel pursuant to 16 CCR section 1105(i), 16 CCR section 1105(k), and CODA Standard 3-11.

6. Deficiency 6: Program Director Assignment

a. Program Director:

- i. "SJVC Program Director Job Description" Rev.05.25.20 states:
 - 1. "The Program Director may have teaching assignments on an ongoing or intermittent basis, not to exceed 25% of their workload."
- ii. "SJVC Faculty Schedule-Full Time" for term one and three for Program Director Barnett reports a teaching load of 35%.

b. Refer to:

- i. 16 CCR Section 1105(j)
The educational program director shall have the primary responsibility for developing policies and procedures, planning, organizing, implementing and evaluating all aspects of the program.
- ii. 16 CCR Section 1105.1(a)
"Program Director" or "Interim Program Director" means a registered dental hygienist or dentist who has the authority and responsibility to administer the educational program in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article. The educational program may have an Interim Program Director for a maximum of twelve (12) months. The director shall have a full-time appointment as defined by the institution, whose primary responsibility is for the operation, supervision, evaluation and revision of the program. The program director shall meet the following minimum qualifications: (1) Possess an active, current dental or dental hygiene license issued by the Committee or the Dental Board of California (DBC), with no disciplinary actions; (2) Possess a master's or higher degree from a college or university accredited by an agency recognized by the U.S. Department of Education or Council for Higher Education Accreditation; (3) Documentation of two (2) years' experience teaching in pre- or post-licensure registered dental hygiene or dental programs. This requirement may be waived for an Interim Program Director; and (4) Documentation of a minimum of 2,000 hours in direct patient care as a registered dental hygienist, or working with a registered dental hygienist.
- iii. CODA Standard 3-2
The dental hygiene program administrator must have a full-time appointment as defined by the institution, whose primary responsibility is for operation, supervision, evaluation and revision of the program.

iv. CODA Standard 3-4

The program administrator must have the authority and responsibility necessary to fulfill program goals including: a) curriculum development, evaluation and revision; b) faculty recruitment, assignments and supervision; c) input into faculty evaluation; d) initiation of program or department in-service and faculty development; e) assessing, planning and operating program facilities; f) input into budget preparation and fiscal administration; g) coordination, evaluation and participation in determining admission criteria and procedures as well as student promotion and retention criteria.

c. Determination:

i. **Not in compliance.**

- ii. SJVC Ontario shall provide evidence of a dental hygiene program director schedule and responsibilities pursuant to 16 CCR section 1105(j), 16 CCR section 1105.1(a), in addition to meeting CODA Standards 3-2 and 3-4.

7. Deficiency 7: Student Competencies

a. Student Competencies:

- i. Grading unclear on program competencies.
- ii. Overall patient completion and patient competency requirements for program completion not provided to students at beginning of program.

b. Refer to:

i. 16 CCR Section 1105(c)

Each educational program shall establish and maintain standards of competency. Such standards shall be available to each student, and shall be used to measure periodic progress or achievement in the curriculum

ii. 16 CCR Section 1105.2(b)

The curriculum shall include education in the dental hygiene process of care and shall define the competencies graduates are to possess at graduation, describing (1) the desired combination of foundational knowledge, psychomotor skills, communication skills, and professional behaviors and values required, (2) the standards used to measure the students' independent performance in each area, and (3) the evaluation mechanisms by which competence is determined.

iii. CODA Standard 2-6

The dental hygiene program must define and list the competencies needed for graduation. The dental hygiene program must employ student evaluation methods that measure all defined program competencies. These competencies and evaluation methods must be written and communicated to the enrolled students.

c. Determination:

i. **Not in compliance.**

- ii. SJVC Ontario shall provide evidence of clarified grading criteria for competencies and overall patient completion and patient competency requirements for program

completion pursuant to 16 CCR section 1105(c), 16 CCR section 1105.2(b), and CODA Standard 2-6.

SJVC Ontario will be required to provide evidence of compliance to the above deficiencies no later than the above dates.

If SJVC Ontario does not correct the above deficiencies by the above dates, SJVC Ontario may be subjected to a citation and fine, placed on probation, or have their approval withdrawn by the DHBC, thereby risking the ability for SJVC Ontario DHEP graduates to obtain a California license in dental hygiene.

The priority of the DHBC is consumer protection. To ensure consumer protection and the public's right to receive quality dental hygiene care, the DHBC has a responsibility to ensure that all dental hygiene programs meet the same educational standards in preparing their graduates for the profession. If you have any questions regarding this report, please feel free to contact me at adina.petty@dca.ca.gov.

Sincerely,

Adina A. Pineschi-Petty DDS

Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California

Cc: Anthony Lum, Executive Officer, Dental Hygiene Board of California
Sumer Avila, Provost, San Joaquin Valley College
Gregory Osborn, Director of Program Compliance, San Joaquin Valley College
Angela Barnett, RDH, BS, MAOL, Program Director, Department of Dental Hygiene, San Joaquin Valley College

June 30, 2021

Shannon Koh, MEd, Campus President
San Joaquin Valley College - Ontario
4580 Ontario Mills Pkwy
Ontario, CA 91764

Dear President Koh,

The Dental Hygiene Board of California (DHBC) conducted a site visit on June 24, 2021 of the San Joaquin Valley College - Ontario Dental Hygiene Educational Program (SJVC Ontario). This site visit was generated due to the DHBC's oversight goals to review all dental hygiene educational programs (DHEPs) in California. Based on the results of the site visit and a review of the documentation provided by SJVC Ontario, it was noted that evidence of program compliance with the minimum DHEP standards set by the California Code of Regulations (CCR) and CODA was deficient.

On June 29, 2021 SJVC Ontario provided evidence for the deficiencies to be immediately corrected by June 29, 2021. The following determinations are as follows:

1. Deficiency 1: Infection Control Compliance

- a. Clinical Facilities:
 - i. Less than six feet between patients in some operatory units, posing risk of cross-aerosol exposure.
 - 1. Semipermanent or permanent barriers needed between 16 operatory units.
 - ii. Instrument storage in central sterilization room uncovered and exposed to aerosols.
 - iii. Emergency kit not easily accessed during clinical sessions.
 - 1. Emergency kit to be placed and easily accessible in clinic during all clinic sessions.
- b. Refer to:
 - i. 16 CCR Section 1105.2(d)(3)(A)
An educational program shall provide infection control equipment according to the requirements of California Code of Regulations, Title 16, Division 10, Chapter 1, Article 1, Section 1005.
 - ii. 16 CCR Section 1105.2(d)(3)(C)
An educational program shall comply with local, state, and federal health and safety laws and regulations.(i) All students shall have access to the program's hazardous waste management plan for the disposal of needles, cartridges, medical waste and storage of oxygen and nitrous oxide tanks.(ii) All students shall have access to the program's clinic and radiation hazardous communication plan.(iii) All students shall

receive a copy of the program's bloodborne and infectious diseases exposure control plan, which shall include emergency needlestick information.

- iii. 16 CCR Section 1105.2(d)(3)(D)(xii)
Proper infection control procedures according to the provisions of Title 16, Division 10, Chapter 1, Article 1, Section 1005 of the California Code of Regulations
- iv. 16 CCR Section 1005
Minimum Standards for Infection Control (a) Definitions of terms used in this section: (1) "Standard precautions" are a group of infection prevention practices that apply to all patients, regardless of suspected or confirmed infection status, in any setting in which healthcare is delivered. These include: hand hygiene, use of gloves, gown, mask, eye protection, or face shield, depending on the anticipated exposure, and safe handling of sharps. Standard precautions shall be used for care of all patients regardless of their diagnoses or personal infectious status. (2) "Critical items" confer a high risk for infection if they are contaminated with any microorganism. These include all instruments, devices, and other items used to penetrate soft tissue or bone. (3) "Semi-critical items" are instruments, devices and other items that are not used to penetrate soft tissue or bone, but contact oral mucous membranes, non-intact skin or other potentially infectious materials (OPIM). (4) "Non-critical items" are instruments, devices, equipment, and surfaces that come in contact with soil, debris, saliva, blood, OPIM and intact skin, but not oral mucous membranes. (5) "Low-level disinfection" is the least effective disinfection process. It kills some bacteria, some viruses and fungi, but does not kill bacterial spores or mycobacterium tuberculosis var bovis, a laboratory test organism used to classify the strength of disinfectant chemicals. (6) "Intermediate-level disinfection" kills mycobacterium tuberculosis var bovis indicating that many human pathogens are also killed. This process does not necessarily kill spores. (7) "High-level disinfection" kills some, but not necessarily all bacterial spores. This process kills mycobacterium tuberculosis var bovis, bacteria, fungi, and viruses. (8) "Germicide" is a chemical agent that can be used to disinfect items and surfaces based on the level of contamination. (9) "Sterilization" is a validated process used to render a product free of all forms of viable microorganisms. (10) "Cleaning" is the removal of visible soil (e.g., organic and inorganic material) debris and OPIM from objects and surfaces and shall be accomplished manually or mechanically using water with detergents or enzymatic products. (11) "Personal Protective Equipment" (PPE) is specialized clothing or equipment worn or used for protection against a hazard. PPE items may include, but are not limited to, gloves, masks, respiratory devices, protective eyewear and protective attire which are intended to prevent exposure to blood, body fluids, OPIM, and chemicals used for infection control. General work attire such as uniforms, scrubs, pants and shirts, are not considered to be PPE. (12) "Other Potentially Infectious Materials" (OPIM) means any one of the following: (A) Human body fluids such as saliva in dental procedures and any body fluid that is visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids. (B) Any unfixed tissue or organ (other than intact skin) from a human (living or dead). (C) Any of the following, if known or reasonably likely to contain or be infected with human immunodeficiency virus (HIV), hepatitis B virus (HBV), or hepatitis C virus (HCV): 1. Cell, tissue, or organ cultures from humans or experimental animals; 2. Blood, organs, or other tissues from experimental animals; or 3. Culture medium or other solutions. (13) "Dental Healthcare Personnel" (DHCP), are all paid and non-paid personnel in the dental healthcare setting who might be occupationally exposed to

infectious materials, including body substances and contaminated supplies, equipment, environmental surfaces, water, or air. DHCP includes dentists, dental hygienists, dental assistants, dental laboratory technicians (in-office and commercial), students and trainees, contractual personnel, and other persons not directly involved in patient care but potentially exposed to infectious agents (e.g., administrative, clerical, housekeeping, maintenance, or volunteer personnel). (b) All DHCP shall comply with infection control precautions and enforce the following minimum precautions to protect patients and DHCP and to minimize the transmission of pathogens in health care settings as mandated by the California Division of Occupational Safety and Health (Cal/OSHA). (1) Standard precautions shall be practiced in the care of all patients. (2) A written protocol shall be developed, maintained, and periodically updated for proper instrument processing, operatory cleanliness, and management of injuries. The protocol shall be made available to all DHCP at the dental office. (3) A copy of this regulation shall be conspicuously posted in each dental office. Personal Protective Equipment: (4) All DHCP shall wear surgical facemasks in combination with either chin length plastic face shields or protective eyewear whenever there is potential for aerosol spray, splashing or spattering of the following: droplet nuclei, blood, chemical or germicidal agents or OPIM. Chemical-resistant utility gloves and appropriate, task specific PPE shall be worn when handling hazardous chemicals. After each patient treatment, masks shall be changed and disposed. After each patient treatment, face shields and protective eyewear shall be cleaned, disinfected, or disposed. (5) Protective attire shall be worn for disinfection, sterilization, and housekeeping procedures involving the use of germicides or handling contaminated items. All DHCP shall wear reusable or disposable protective attire whenever there is a potential for aerosol spray, splashing or spattering of blood, OPIM, or chemicals and germicidal agents. Protective attire must be changed daily or between patients if they should become moist or visibly soiled. All PPE used during patient care shall be removed when leaving laboratories or areas of patient care activities. Reusable gowns shall be laundered in accordance with Cal/OSHA Bloodborne Pathogens Standards (Title 8, Cal. Code Regs., section 5193). Hand Hygiene: (6) All DHCP shall thoroughly wash their hands with soap and water at the start and end of each workday. DHCP shall wash contaminated or visibly soiled hands with soap and water and put on new gloves before treating each patient. If hands are not visibly soiled or contaminated an alcohol based hand rub may be used as an alternative to soap and water. Hands shall be thoroughly dried before donning gloves in order to prevent promotion of bacterial growth and washed again immediately after glove removal. A DHCP shall refrain from providing direct patient care if hand conditions are present that may render DHCP or patients more susceptible to opportunistic infection or exposure. (7) All DHCP who have exudative lesions or weeping dermatitis of the hand shall refrain from all direct patient care and from handling patient care equipment until the condition resolves. Gloves: (8) Medical exam gloves shall be worn whenever there is contact with mucous membranes, blood, OPIM, and during all pre-clinical, clinical, post-clinical, and laboratory procedures. When processing contaminated sharp instruments, needles, and devices, DHCP shall wear heavy-duty utility gloves to prevent puncture wounds. Gloves must be discarded when torn or punctured, upon completion of treatment, and before leaving laboratories or areas of patient care activities. All DHCP shall perform hand hygiene procedures before donning gloves and after removing and discarding gloves. Gloves shall not be washed before or after use. Needle and Sharps Safety: (9) Needles shall be recapped only by using the scoop technique or a protective device. Needles shall not be bent or broken for the purpose of disposal. Disposable needles, syringes, scalpel blades, or other

sharp items and instruments shall be placed into sharps containers for disposal as close as possible to the point of use according to all applicable local, state, and federal regulations. Sterilization and Disinfection: (10) All germicides must be used in accordance with intended use and label instructions. (11) Cleaning must precede any disinfection or sterilization process. Products used to clean items or surfaces prior to disinfection procedures shall be used according to all label instructions. (12) Critical instruments, items and devices shall be discarded or pre-cleaned, packaged or wrapped and sterilized after each use. Methods of sterilization shall include steam under pressure (autoclaving), chemical vapor, and dry heat. If a critical item is heat-sensitive, it shall, at minimum, be processed with high-level disinfection and packaged or wrapped upon completion of the disinfection process. These instruments, items, and devices, shall remain sealed and stored in a manner so as to prevent contamination, and shall be labeled with the date of sterilization and the specific sterilizer used if more than one sterilizer is utilized in the facility. (13) Semi-critical instruments, items, and devices shall be pre-cleaned, packaged or wrapped and sterilized after each use. Methods of sterilization include steam under pressure (autoclaving), chemical vapor and dry heat. If a semi-critical item is heat sensitive, it shall, at minimum, be processed with high level disinfection and packaged or wrapped upon completion of the disinfection process. These packages or containers shall remain sealed and shall be stored in a manner so as to prevent contamination, and shall be labeled with the date of sterilization and the specific sterilizer used if more than one sterilizer is utilized in the facility. (14) Non-critical surfaces and patient care items shall be cleaned and disinfected with a California Environmental Protection Agency (Cal/EPA)-registered hospital disinfectant (low-level disinfectant) labeled effective against HBV and HIV. When the item is visibly contaminated with blood or OPIM, a Cal/EPA-registered hospital intermediate-level disinfectant with a tuberculocidal claim shall be used. (15) All high-speed dental hand pieces, low-speed hand pieces, rotary components and dental unit attachments such as reusable air/water syringe tips and ultrasonic scaler tips, shall be packaged, labeled and heat-sterilized in a manner consistent with the same sterilization practices as a semi-critical item. (16) Single use disposable items such as prophylaxis angles, prophylaxis cups and brushes, tips for high-speed evacuators, saliva ejectors, air/water syringe tips, and gloves shall be used for one patient only and discarded. (17) Proper functioning of the sterilization cycle of all sterilization devices shall be verified at least weekly through the use of a biological indicator (such as a spore test). Test results shall be documented and maintained for 12 months. Irrigation: (18) Sterile coolants/irrigants shall be used for surgical procedures involving soft tissue or bone. Sterile coolants/irrigants must be delivered using a sterile delivery system. Facilities: (19) If non-critical items or surfaces likely to be contaminated are manufactured in a manner preventing cleaning and disinfection, they shall be protected with disposable impervious barriers. Disposable barriers shall be changed when visibly soiled or damaged and between patients. (20) Clean and disinfect all clinical contact surfaces that are not protected by impervious barriers using a California Environmental Protection Agency (Cal/EPA) registered, hospital grade low- to intermediate-level germicide after each patient. The low-level disinfectants used shall be labeled effective against HBV and HIV. Use disinfectants in accordance with the manufacturer's instructions. Clean all housekeeping surfaces (e.g. floors, walls, sinks) with a detergent and water or a Cal/EPA registered, hospital grade disinfectant. Products used to clean items or surfaces prior to disinfection procedures shall be clearly labeled and DHCP shall follow all material safety data sheet (MSDS) handling and storage instructions. (21) Dental unit water lines shall be anti-retractive. At the beginning of each workday,

dental unit lines and devices shall be purged with air or flushed with water for at least two (2) minutes prior to attaching handpieces, scalers, air water syringe tips, or other devices. The dental unit lines and devices shall be flushed between each patient for a minimum of twenty (20) seconds. (22) Contaminated solid waste shall be disposed of according to applicable local, state, and federal environmental standards. Lab Areas:(23) Splash shields and equipment guards shall be used on dental laboratory lathes. Fresh pumice and a sterilized or new rag-wheel shall be used for each patient. Devices used to polish, trim, or adjust contaminated intraoral devices shall be disinfected or sterilized, properly packaged or wrapped and labeled with the date and the specific sterilizer used if more than one sterilizer is utilized in the facility. If packaging is compromised, the instruments shall be recleaned, packaged in new wrap, and sterilized again. Sterilized items will be stored in a manner so as to prevent contamination. (24) All intraoral items such as impressions, bite registrations, prosthetic and orthodontic appliances shall be cleaned and disinfected with an intermediate-level disinfectant before manipulation in the laboratory and before placement in the patient's mouth. Such items shall be thoroughly rinsed prior to placement in the patient's mouth. (c) The Dental Board of California and Dental Hygiene Committee of California shall review this regulation annually and establish a consensus.

- v. 8 CCR 5193: Bloodborne Pathogens.
- vi. CODA Standard 5-1
The program must document its compliance with institutional policy and applicable regulations of local, state and federal agencies including, but not limited to, radiation hygiene and protection, ionizing radiation, hazardous materials, and bloodborne and infectious diseases. Policies must be provided to all students, faculty, and appropriate support staff, and continuously monitored for compliance. Policies on bloodborne and infectious diseases must be made available to applicants for admission and patients.
- vii. Centers for Disease Control (CDC)
Guidelines for Infection Control in Dental Health Care Settings – 2003.
- c. Evidence provided by SJVC Ontario on June 29, 2021:
 - i. Narrative and photographic evidence provided for emergency kit to be easily accessible in clinic during all clinic sessions.
- d. Determination
 - i. **Deficiency 1(a)(iii)**
 - 1. **In compliance**
 - ii. **Deficiencies 1(a)(i) and 1 (a)(ii)**
 - 1. **Not in compliance.**
 - iii. SJVC Ontario shall provide evidence of infection control protocols pursuant to 16 CCR sections 1105.2(d)(3)(A), 1105.2(d)(3)(C), 1105.2(d)(3)(D)(xii), and 1005; in addition to 8 CCR section 5193, CODA Standard 5-1, and following the recommendations of the CDC Guidelines for Infection Control in Dental Health Care Settings – 2003.
 - iv. SJVC Ontario shall provide evidence of **immediate temporary compliance** for deficiency 1(a)(ii) by **July 23, 2021**.

- v. SJVC Ontario shall provide evidence of **permanent compliance** for deficiencies 1(a)(i) and 1 (a)(ii) by **October 1, 2021**.

2. Deficiency 2: HIPAA Compliance

- a. Patient Privacy Barriers
 - i. No patient privacy barriers between 16 patient operatory chairs providing no barrier to patient confidentiality.
 - 1. Computer display screens displaying protected health information (PHI) clearly visible to entirety of clinic.
 - 2. Distance between chairs less than six feet.
 - ii. File room door open and accessible to non-authorized personnel
 - 1. File room door should remain secured at all times.
- b. Refer to:
 - i. 16 CCR Section 1105.2(d)(3)(C)
An educational program shall comply with local, state, and federal health and safety laws and regulations.(i) All students shall have access to the program's hazardous waste management plan for the disposal of needles, cartridges, medical waste and storage of oxygen and nitrous oxide tanks.(ii) All students shall have access to the program's clinic and radiation hazardous communication plan.(iii) All students shall receive a copy of the program's bloodborne and infectious diseases exposure control plan, which shall include emergency needlestick information.
 - ii. CODA Standard 4-1 (h)
The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations. Clinical Facilities: h) patient records kept in an area assuring safety and confidentiality.
 - iii. CODA Standard 6-6
The program's policies must ensure that the confidentiality of information pertaining to the health status of each individual patient is strictly maintained.
 - iv. Health and Safety Code (HSC)
Division 109 Section 130203 (a) Every provider of health care shall establish and implement appropriate administrative, technical, and physical safeguards to protect the privacy of a patient's medical information. Every provider of health care shall reasonably safeguard confidential medical information from any unauthorized access or unlawful access, use, or disclosure.
 - v. Health Insurance Portability and Accountability Act of 1996 (HIPAA)
Public Law 104-191
45 Code of Federal Regulations (CFR) Sections 160, 162, and 164

- c. Evidence provided by SJVC Ontario on June 29, 2021:
 - i. Narrative and photographic evidence provided for file room door to remain closed and secured at all times.
- d. Determination:
 - i. **Deficiency 2(a)(ii)**
 - 1. **In compliance**
 - ii. **Deficiencies 2(a)(i)**
 - 1. **Not in compliance.**
 - iii. SJVC Ontario shall provide evidence of HIPAA compliance pursuant to 16 CCR section 1105.2(d)(3)(C); CODA Standards 5-1, 4-1(h), and 6-6; HSC Division 109 section 130203 (a); as well as HIPAA Public Law 104-191, 45 Code of Federal Regulations (CFR) sections 160, 162, and 164.
 - iv. SJVC Ontario shall provide evidence of **permanent compliance** for deficiency 2(a)(i) by **October 1, 2021**.

3. Deficiency 3: Student Resources

- a. Students reported only being provided e-books, which poses difficulty for some of the student's learning styles and therefore poses a barrier to student learning.
 - i. Confirmed by program director and administration.
- b. Refer to:
 - i. 16 CCR Section 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.
 - ii. CODA Standard 4-7
Instructional aids and equipment must be provided for student learning. Institutional library holdings must include or provide access to a diversified collection of current dental, dental hygiene and multidisciplinary literature and references necessary to support teaching, student learning needs, service, research and development. There must be a mechanism for program faculty to periodically review, acquire and select current titles and instructional aids.
- c. Determination:
 - i. **Not in compliance.**
 - ii. SJVC Ontario must provide appropriate instructional aids to support the academic and clinical purposes of the SJVC Ontario DHEP pursuant to 16 CCR section 1105(i) and CODA Standard 4-7.

4. Deficiency 4: Program Equipment

- a. Lack of a definitive equipment maintenance and replacement plan for educational and clinical equipment.
- b. Refer to:
 - i. 16 CCR Section 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.
 - ii. CODA Standard 4-1
The program must provide sufficient and appropriately maintained facilities to support the academic and clinical purposes of the program that conform to applicable regulations. Clinical Facilities The dental hygiene facilities must include the following: a) sufficient clinical facility with clinical stations for students including conveniently located hand washing sinks and view boxes and/or computer monitors; a working space for the patient's record adjacent to units; functional, modern equipment; an area that accommodates a full range of operator movement and opportunity for proper instructor supervision; b) a number of clinical stations based on the number of students admitted to a class (If the number of stations is less than the number of students in the class, one clinical station is available for every student scheduled for each clinical session.); c) a capacity of the clinic that accommodates individual student practice on a regularly scheduled basis throughout all phases of preclinical technique and clinical instruction; d) a sterilizing area that includes sufficient space for preparing, sterilizing and storing instruments; e) sterilizing equipment and personal protective equipment/supplies that follow current infection and hazard control protocol; f) facilities and materials for students, faculty and staff that provide compliance with accepted infection and hazard control protocols; g) space and furnishings for patient reception and waiting provided adjacent to the clinic; h) patient records kept in an area assuring safety and confidentiality.
- c. Determination:
 - i. **Not in compliance.**
 - ii. SJVC Ontario must provide evidence of a long- and short-term equipment maintenance and replacement plan pursuant to 16 CCR section 1105(i) and CODA Standard 4-1.

5. Deficiency 5: Program Support

- a. Administrative Assistant
 - i. Part time administrative assistant released and no replacement hired.
- b. Refer to:
 - i. 16 CCR Section 1105(i)
The educational program shall have learning resources, including faculty, library, staff and support services, technology and physical space and equipment, including laboratory and clinical facilities, to support the program's stated mission and goals and

in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article.

- ii. 16 CCR Section 1105(k)
The number and distribution of faculty and staff shall be sufficient to meet the educational program's stated mission and goals.
 - iii. CODA Standard 3-11
Qualified institutional support personnel must be assigned to the program to support both the instructional program and the clinical facilities providing a safe environment for the provision of instruction and patient care.
- c. Determination:
- i. **Not in compliance.**
 - ii. SJVC Ontario to provide qualified institutional support personnel pursuant to 16 CCR section 1105(i), 16 CCR section 1105(k), and CODA Standard 3-11.

6. Deficiency 6: Program Director Assignment

- a. Program Director:
- i. "SJVC Program Director Job Description" Rev.05.25.20 states:
 - 1. "The Program Director may have teaching assignments on an ongoing or intermittent basis, not to exceed 25% of their workload."
 - ii. "SJVC Faculty Schedule-Full Time" for term one and three for Program Director Barnett reports a teaching load of 35%.
- b. Refer to:
- i. 16 CCR Section 1105(j)
The educational program director shall have the primary responsibility for developing policies and procedures, planning, organizing, implementing and evaluating all aspects of the program.
 - ii. 16 CCR Section 1105.1(a)
"Program Director" or "Interim Program Director" means a registered dental hygienist or dentist who has the authority and responsibility to administer the educational program in accordance with approved accreditation standards referenced in subsection (c) of section 1103 of this article. The educational program may have an Interim Program Director for a maximum of twelve (12) months. The director shall have a full-time appointment as defined by the institution, whose primary responsibility is for the operation, supervision, evaluation and revision of the program. The program director shall meet the following minimum qualifications: (1) Possess an active, current dental or dental hygiene license issued by the Committee or the Dental Board of California (DBC), with no disciplinary actions; (2) Possess a master's or higher degree from a college or university accredited by an agency recognized by the U.S. Department of Education or Council for Higher Education Accreditation; (3) Documentation of two (2) years' experience teaching in pre- or post-licensure registered dental hygiene or dental programs. This requirement may be waived for an Interim Program Director; and (4)

Documentation of a minimum of 2,000 hours in direct patient care as a registered dental hygienist, or working with a registered dental hygienist.

iii. CODA Standard 3-2

The dental hygiene program administrator must have a full-time appointment as defined by the institution, whose primary responsibility is for operation, supervision, evaluation and revision of the program.

iv. CODA Standard 3-4

The program administrator must have the authority and responsibility necessary to fulfill program goals including: a) curriculum development, evaluation and revision; b) faculty recruitment, assignments and supervision; c) input into faculty evaluation; d) initiation of program or department in-service and faculty development; e) assessing, planning and operating program facilities; f) input into budget preparation and fiscal administration; g) coordination, evaluation and participation in determining admission criteria and procedures as well as student promotion and retention criteria.

c. Determination:

i. **Not in compliance.**

- ii. SJVC Ontario shall provide evidence of a dental hygiene program director schedule and responsibilities pursuant to 16 CCR section 1105(j), 16 CCR section 1105.1(a), in addition to meeting CODA Standards 3-2 and 3-4.

7. Deficiency 7: Student Competencies

a. Student Competencies:

- i. Grading unclear on program competencies.
- ii. Overall patient completion and patient competency requirements for program completion not provided to students at beginning of program.

b. Refer to:

i. 16 CCR Section 1105(c)

Each educational program shall establish and maintain standards of competency. Such standards shall be available to each student, and shall be used to measure periodic progress or achievement in the curriculum

ii. 16 CCR Section 1105.2(b)

The curriculum shall include education in the dental hygiene process of care and shall define the competencies graduates are to possess at graduation, describing (1) the desired combination of foundational knowledge, psychomotor skills, communication skills, and professional behaviors and values required, (2) the standards used to measure the students' independent performance in each area, and (3) the evaluation mechanisms by which competence is determined.

iii. CODA Standard 2-6

The dental hygiene program must define and list the competencies needed for graduation. The dental hygiene program must employ student evaluation methods that

measure all defined program competencies. These competencies and evaluation methods must be written and communicated to the enrolled students.

- c. Determination:
 - i. **Not in compliance.**
 - ii. SJVC Ontario shall provide evidence of clarified grading criteria for competencies and overall patient completion and patient competency requirements for program completion pursuant to 16 CCR section 1105(c), 16 CCR section 1105.2(b), and CODA Standard 2-6.

SJVC Ontario will be required to provide evidence of compliance to the above deficiencies no later than the above dates.

If SJVC Ontario does not correct the above deficiencies by the above dates, SJVC Ontario may be subjected to a citation and fine, placed on probation, or have their approval withdrawn by the DHBC, thereby risking the ability for SJVC Ontario DHEP graduates to obtain a California license in dental hygiene.

The priority of the DHBC is consumer protection. To ensure consumer protection and the public's right to receive quality dental hygiene care, the DHBC has a responsibility to ensure that all dental hygiene programs meet the same educational standards in preparing their graduates for the profession. If you have any questions regarding this report, please feel free to contact me at adina.petty@dca.ca.gov.

Sincerely,

Adina A. Pineschi-Petty DDS

Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California

Cc: Anthony Lum, Executive Officer, Dental Hygiene Board of California
Sumer Avila, Provost, San Joaquin Valley College
Gregory Osborn, Director of Program Compliance, San Joaquin Valley College
Angela Barnett, RDH, BS, MAOL, Program Director, Department of Dental Hygiene, San Joaquin Valley College



MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Elizabeth Elias Assistant Executive Officer
SUBJECT	FULL 25: Enforcement Update: Statistics Report

STAFF UPDATE

The Enforcement Unit is fully staffed.

PROGRAM UPDATE

The Board's Enforcement Unit is currently in a rebuilding stage as three of four vacant positions were filled in March 2021. New enforcement staff continue to learn the Board's laws and regulations governing the practice of dental hygiene in addition to the Board's enforcement business processes and procedures.

Since the last program update in March 2021 the following has occurred:

- The Board has averaged opening 9 consumer complaints and 3 subsequent arrests/convictions complaints per month.
- Desk and Field investigation closures have been significant. The Board's Special Investigator has closed a total of 22 field investigations. Field investigations that were more than two years old decreased by 67%. Desk investigations have decreased by 70% and there is currently one case that is over 2 years old.
- Many desk investigations resulted in a citation and fine due to Board initiated complaints for licensee failure to update an address as required pursuant to Business and Professions code § 1934. The Board issued 60 citations.
- The Board's Probation Monitor has continued to monitor probationers for compliance and addressed 9 probation violations one of which was a positive drug screen for a banned substance.

Enforcement staff have several projects in the works which include revisions to the disciplinary guidelines, updates to the BreEZe licensing/enforcement database and developing content for an enforcement section to be added to the Board's website.

Attachment 1: Statistics Report

Dental Hygiene Board of California

Enforcement Statistics

FY 20/21

*N/A = Data Not Available.

Board initiated complaints separated from the consumer complaints effective with the 11/30 data. Report data as of 06/30/2021.

As Of	7/30	8/31	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/31	6/30
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Complaints Received

Consumer Complaints	114	75	10	30	5	10	7	9	10	9	8	10
Board Initiated Complaints	*N/A	*N/A	*N/A	*N/A	5	28	0	0	0	4	0	7
Arrests/Convictions	3	5	4	2	3	5	1	4	4	0	3	3
Applicants	1	0	2	13	5	9	6	3	3	5	2	3
Totals	118	80	16	45	18	52	14	16	17	18	13	23

Complaint Case Type Received

Criminal Charges/Convictions	*N/A	*N/A	*N/A	*N/A	7	14	7	4	7	5	5	6
Incompetence/Negligence	*N/A	*N/A	*N/A	*N/A	0	0	0	0	0	0	1	0
Non-Jurisdictional	*N/A	*N/A	*N/A	*N/A	3	2	0	0	1	1	0	0
Sexual Misconduct	*N/A	*N/A	*N/A	*N/A	0	1	1	0	0	1	0	0
Substance Abuse - No criminal charges	*N/A	*N/A	*N/A	*N/A	0	0	0	0	0	0	0	0
Unprofessional Conduct	*N/A	*N/A	*N/A	*N/A	7	32	6	9	9	10	6	17
Unlicensed	*N/A	*N/A	*N/A	*N/A	1	0	0	0	0	0	0	0
Unsafe/Unsanitary Conditions	*N/A	*N/A	*N/A	*N/A	0	2	0	0	0	0	0	0
Other	*N/A	*N/A	*N/A	*N/A	0	1	0	0	0	1	1	0

As Of	7/30	8/31	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/31	6/30
Complaint Closures w/no additional Disciplinary or Administrative Action												
Application Approved	1	1	1	10	3	9	4	4	1	5	2	3
Insufficient Evidence	1	1	2	1	0	2	0	4	0	3	61	7
No Violation	5	3	2	4	4	2	0	3	5	13	22	0
No Jurisdiction	6	5	5	3	3	4	0	4	10	6	7	5
Other (includes, but not limited to redundant complaints and those awaiting criminal disposition)	4	8	1	2	1	5	0	4	1	1	2	3
Totals	17	18	11	20	11	22	4	19	17	28	94	18

Investigations

Open Investigations

Desk Investigations	*N/A	*N/A	*N/A	*N/A	290	323	326	297	242	172	99	89
Field Investigations	*N/A	*N/A	*N/A	*N/A	36	41	43	47	47	48	39	39
Totals	*N/A	*N/A	*N/A	*N/A	326	364	369	344	289	220	138	128

Closed Investigations

Desk Investigations	15	18	13	17	10	20	8	21	17	56	95	28
Field Investigations	3	3	3	4	3	3	0	0	2	5	8	7
Totals	18	21	16	21	13	23	8	21	19	61	103	35

Case Aging for Investigations (Open Cases)

Desk Investigations

0-6 months	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	139	124	65	42	29	35
7-12 months	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	181	167	169	122	61	44
>1 yr - 1.5 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	5	5	6	5	5	5
>1.5 years - 2 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	1	1	2	2	3	4
>2 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	0	0	0	1	1	1

As Of	7/30	8/31	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/31	6/30
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Field Investigations

0-6 months	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	18	18	18	19	15	13
7-12 months	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	9	9	10	10	9	12
>1 yr - 1.5 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	8	8	8	7	7	7
>1.5 years - 2 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	4	6	6	6	5	5
>2 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	4	6	5	6	3	2

Attorney General's Office (AG)

Discipline

Cases Transmitted to AG	0	1	0	0	0	0	0	0	0	0	0	0
Statement of Issues Filed	0	0	0	0	0	0	0	0	0	0	0	0
Accusations Filed	1	1	1	1	0	0	0	0	0	0	0	0
Accusations Withdrawn	0	0	0	0	0	0	0	0	0	0	0	0
Revocation	0	1	1	0	0	0	0	0	0	0	0	1
Surrender	1	0	0	0	0	0	0	0	0	0	0	0
Probation	0	0	0	1	1	0	1	0	0	0	0	0

Probation Subsequent

Discipline

Subsequent Case Transmitted to AG	0	0	0	0	0	0	0	1	0	0	1	0
Petition to Revoke Probation Filed	0	0	0	1	0	0	0	0	0	0	1	0
Accusation/Petition to Revoked Probation Filed	0	0	0	0	0	0	0	0	0	0	0	0
Revoked	0	1	0	1	0	0	0	0	1	0	0	0
Surrendered	1	0	0	2	0	0	0	0	0	0	0	1
Probation Extended	0	0	0	0	0	0	0	0	1	0	0	0

As Of	7/30	8/31	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/31	6/30
All AG Cases Pending Disciplinary Action												
Totals	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	12	13	11	10	11	8

Case Aging for Pending AG Cases From Time of Transmittal												
0-6 months	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	0	0	1	1	2	2
7-12 months	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	7	7	4	3	2	4
>1 yr - 1.5 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	5	6	5	5	4	0
>1.5 years - 2 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	0	0	1	1	3	2
>2 years	*N/A	*N/A	*N/A	*N/A	*N/A	*N/A	0	0	0	0	0	0

Citation/Fine												
Citations Issued	3	3	8	2	0	0	1	0	0	31	12	17
Citations Dismissed	0	0	0	0	0	0	0	0	0	0	2	0
Citations Withdrawn	0	0	0	0	0	0	0	0	0	0	2	0
Total Amount Ordered FY 20/21	\$10,000.00											

Probation												
Active Probationers	34	33	32	30	28	28	29	28	25	25	24	22
Tolled Probationers	3	3	3	3	3	4	4	4	4	4	4	4
Biological Testing Probationers	22	21	21	19	17	17	17	17	16	16	15	14
Positive Drug Screen for Banned Substances	0	0	0	0	0	0	0	0	0	1	0	0
Violations of Probation Issued	0	2	2	2	2	1	3	1	1	2	5	1

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Presented by Traci Napper, Program Analyst
SUBJECT	Licensure Statistics

Overall DHBC Licensure Statistics (as of June 1, 2021)

LICENSE STATUS	LICENSE TYPE				
	RDH	RDHAP	RDHEF	FNP	TOTAL
ACTIVE	17,985	645	22	111	18,763
INACTIVE	1,761	37	1	0	1,799
DELINQUENT	3,767	114	6	96	3,983
LICENSED SUBTOTAL	23,513	796	29	207	24,545
REVOKED	39	1	0	0	40
DENIED	0	0	0	0	0
VOLUNTARY SURRENDERED	16	2	0	0	18
CANCELLED	9,554	37	3	54	9,648
DECEASED	219	2	0	0	221
RETIRED	41	1	0	0	42
*COVID-19	4	0	0	0	4
NON-LICENSED SUBTOTAL	9,873	43	3	54	9,973
TOTAL POPULATION (Licensed Subtotal plus Non-licensed Subtotal)	33,386	839	32	261	34,518

LICENSE TYPES

Registered Dental Hygienist - **RDH**
Registered Dental Hygienist in Alternative Practice - **RDHAP**
Registered Dental Hygienist in Extended Function - **RDHEF**
Fictitious Name Permit - **FNP**

LICENSE STATUS

Active – A license that has completed all renewal requirements.
Inactive – Renewal fees paid and license placed on Inactive status.
(Reasons include: not practicing, live scan or CE incomplete)
Delinquent – Fees have not been paid for one or more renewal periods.
Revoked – Disciplinary action taken; not licensed to practice in CA.
Denied – License or application denied due to disciplinary action.
Voluntary Surrendered – Surrendered license voluntarily due to disciplinary action.
Cancelled – Result from nonpayment of renewal fees for five years after expiration.
***COVID-19** – Corona Virus Pandemic LIC Reactivation pursuant to EO N-39-20.

MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Presented by Traci Napper, Licensing Program Analyst
SUBJECT	Written Law and Ethics Examination Statistics

RDH AND RDHAP WRITTEN LAW AND ETHICS EXAM (FEBRUARY 11, 2021 – JUNE 01, 2021)

400					
200					
0					
	Pass	Pass Rate	Fail	Fail Rate	Total
■ RDH	185	83%	38	17%	223
■ RDHAP	38	81%	9	19%	47

RDH WRITTEN LAW & ETHICS EXAMINATION					
Date Range	RDH Candidates Tested	Pass		Fail	
02/11/2021 – 06/10/2021	223	185	83%	38	17%
11/05/2020 – 02/10/2021	318	290	91%	28	9%
04/01/2020- 11/04/2020	359	323	90%	36	10%
RDHAP WRITTEN LAW & ETHICS EXAMINATION					
Date Range	RDHAP Tested	Pass		Fail	
02/11/2021- 06/01/2021	47	38	81%	9	19%
11/05/2020 – 02/10/2021	12	11	92%	1	8%
04/01/2020 – 11/04/2020	27	22	81%	5	19%
NUMBER OF ATTEMPTS FOR PASSAGE OF THE RDH OR RDHAP WRITTEN EXAMINATION					
02/11/2021- 06/01/2021	1 st Attempt	Multiple Attempts		Total	
• RDH	151	34		185	
• RDHAP	29	9		38	
Total					
NUMBER OF OUT-OF-STATE WRITTEN LAW & ETHICS EXAMINATION PARTICIPANTS					
02/11/2021 – 06/01/2021	Pass		Fail		Total
• RDH	4	80%	1	20%	5
• RDHAP	0	0%	0	0%	0
OUT OF STATE ATTEMPTS	1 st Attempt		Multiple Attempts		Total
02/1/2021 – 06/01/2021					
RDH	5		0		5
RDHAP	0		0		0



MEMORANDUM

DATE	July 17, 2021
TO	Dental Hygiene Board of California
FROM	Elizabeth Elias Assistant Executive Officer
SUBJECT	FULL 26: Continuing Education Audits

Continuing Education Update

The Board continues to conduct continuing education (CE) audits to verify licensee's completion of the CE requirements for license renewal with the goal of consumer protection. Since the last Board update, the CE Analyst randomly contacted an additional 224 licensees to begin the CE audit process. In FY 20-21, the Board initiated 497 total audits and completed 483 audits with the results audits identifying a 39% failure rate. (Figure 1)

FY 20-21 Completed Continuing Education Audits	
Pass	288
Fail	187
Other	8
Total	483

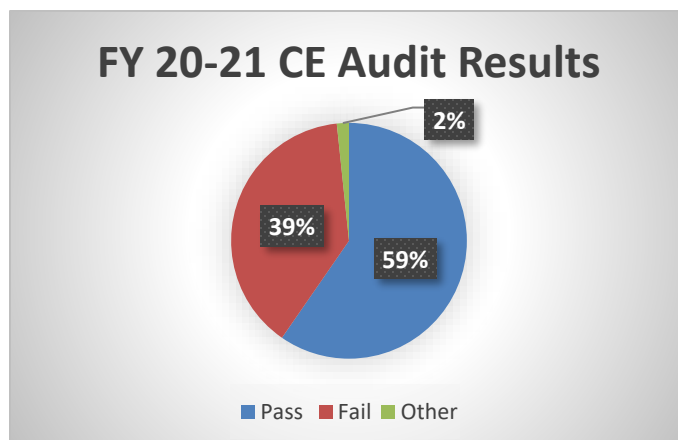


Figure 1

The CE deficiencies identified in the failed audits include: insufficient CE Hours completed, failure to respond to the audit, failure to complete mandatory CE course(s), providing CE certificates of completion with invalid CE providers and other issues. Some licensees may have several deficiencies discovered through the audit.

The following chart displays a percentage of the types of deficiencies identified. (Figure 2)

Licensees who fail a CE audit may be subject to an administrative citation and fine or disciplinary action which may result in, but not limited to, probation or revocation of licensure.

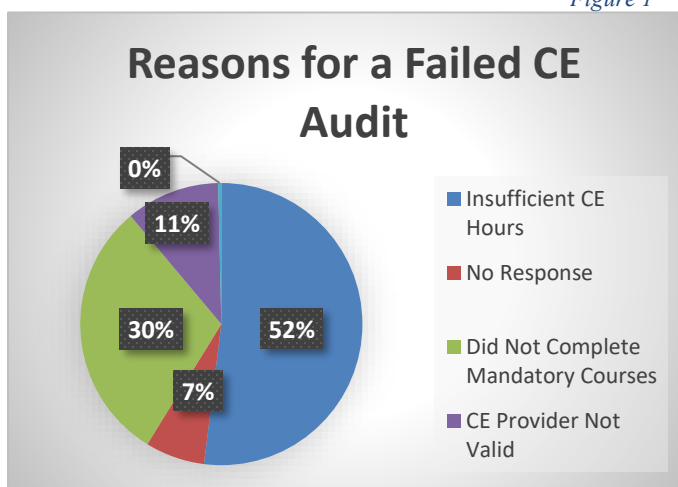


Figure 2



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 27

Future Agenda Items



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 28

Closed Session – Full Board

The Board may meet in closed session to deliberate on disciplinary matters pursuant to Government Code section 11126, subdivision (c)(3).



Saturday, July 17, 2021

Dental Hygiene Board of California

Agenda Item 29

Adjournment.

Due to technological limitations, adjournment will not be broadcast via WebEx. Adjournment will immediately follow Closed Session, and there will be no other items of business discussed.