

DHBC

Dental Hygiene
Board of California

Saturday, November 18, 2023
DHBC Board Meeting Materials





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

DHBC MEETING AGENDA

The DHBC welcomes and encourages public participation in its meetings.
The public may take appropriate opportunities to comment on any issue before the Board at the
time the item is heard.

Meeting Date and Time

Saturday, November 18, 2023
9:00 am until Adjournment

**The DHBC will conduct the meeting in person, via WebEx teleconference for
interaction, and Webcast viewing through the DCA portal listed below.**

In Person Meeting Location

Department of Consumer Affairs
1625 North Market Blvd.
HQ1 Hearing Room, 1st Fl.
Sacramento, CA 95834

Instructions for WebEx Meeting Participation

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. Please see the instructions
attached hereto to observe and participate in the meeting using WebEx from a
Microsoft Windows-based PC. Members of the public may, but are not obligated to,
provide their names or personal information as a condition of observing or
participating in the meeting. When signing into the WebEx platform, participants may
be asked for their name and email address. Participants who choose not to provide
their names will be required to provide a unique identifier, such as their initials or
another alternative, so that the meeting moderator can identify individuals who wish
to make a public comment. Participants who choose not to provide their email
address may utilize a fictitious email address in the following sample format:
XXXXXX@mailinator.com.

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
highlight the entire 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=m6f1696d0287f7474533cec15ddc9d851>

If joining using the link above:

Webinar number: 2480 967 8701

Webinar password: DHBC1118

If joining by phone:

+1-415-655-0001 US Toll

Access code: 2480 967 8701

Passcode: 34221118

The meeting will be webcast, provided there are no unforeseen technical difficulties or limitations. To view the webcast, please visit [Live Webcasts – Department of Consumer Affairs \(thedcapage.blog\)](https://thedcapage.blog). The meeting will not be cancelled if webcast is not available. Meeting adjournment may not be webcast if it is the only item that occurs after a closed session.

Members of the Board

President - Dr. Carmen Dones, RDH Educator Member
Vice President - Sonia “Pat” Hansen, RDH Member
Secretary - Naleni “Lolly” Tribble-Agarwal, RDH Member
RDHAP Member – Michael Long
Dentist Member – Dr. Sridevi Ponnala
Public Member - Sherman King
Public Member – Dr. Justin Matthews
Public Member - Erin Yee
Public Member - VACANT

**The DHBC welcomes and encourages public participation in its meetings.
Please see public comment specifics at the end of this agenda.**

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.
5. Update from the Dental Board of California (DBC).
6. Discussion and Possible Action to Approve the July 22, 2023, Full Board WebEx Teleconference Meeting Minutes.
7. Executive Officer's Report on the Following:
 - a) Personnel.
 - b) Budget.
 - c) Administration – EO Activities, Updates, and Strategic Plan Status.
 - d) Military Practice Update.
8. Dental Hygiene Board of California Election of Officers.
9. Discussion and Possible Action to Accept Manikin-based Dental Hygiene Clinical Examinations Permanently from Board Approved Administrators to Apply Toward Licensure.
10. Discussion and Possible Action to Approve Temporary Student Enrollment Increase at Diablo Valley College.
11. Discussion and Possible Action to Approve Expansion of Clinical Facilities at Concord Career College – San Diego.
12. Regulatory Update: Status of Dental Hygiene Board of California Regulatory Packages.
13. Discussion and Possible Action to Initiate a Rulemaking and Amend Title 16, California Code of Regulations (CCR) Section 1105.4. Appeals Process and Reinstatement of Withdrawn Dental Hygiene Educational Programs.
14. Discussion and Possible Action to Approve Modified Text and Associated Modified Form and Continue Rulemaking to Adopt 16 CCR Section 1114: Temporary Licensure (Military Spouses or Partners).
15. Discussion and Possible Action for Non-Substantive Changes to the Board's Statutes through the 2024 Omnibus Bill.
16. Update on the Following Legislation:
 - a) Assembly Bill (AB) 477 Waldron: Legislative review of state boards.
 - b) AB 481 Carrillo: Dentistry: dental assistants.
 - c) AB 557 Hart: Open meetings: local agencies: teleconferences.
 - d) AB 820 Reyes: State boards and commissions: seniors.

- e) AB 883 Mathis: Business licenses: United States Department of Defense SkillBridge program.
- f) AB 936 Wood: Dentistry: exemptions.
- g) AB 996 Low: Department of Consumer Affairs: continuing education: conflict-of-interest policy.
- h) AB 1028 McKinnor/Wicks: Reporting of crimes: mandated reporters.
- i) AB 1257 Assembly Business & Professions: Dentistry: Dental Hygiene Board of California.
- j) AB 1395 Garcia: Licensed Physicians and Dentists from Mexico Pilot Program: requirements.
- k) AB 1396 Garcia: Licensed Physicians and Dentists from Mexico Pilot Program: requirements.
- l) AB 1707 Pacheco: Health professionals and facilities: adverse actions based on another state's law.
- m) Senate Bill (SB) 259 Seyarto: Reports submitted to legislative committees.
- n) SB 372 Menjivar: Department of Consumer Affairs: licensee and registrant records: name and gender changes.
- o) SB 544 Laird: Bagley-Keene Open Meeting Act: teleconferencing.
- p) SB 802 Roth: Licensing boards: disqualification from licensure: criminal conviction.
- q) 2023 Tentative Legislative Calendar.

17. Education Update:

- a) Dental Hygiene Educational Program Site Visit Update
 - i. Diablo Valley College
 - ii. Pasadena City College
 - iii. Loma Linda University
 - iv. Carrington College-Sacramento
 - v. Carrington College-San Jose
 - vi. Chabot College
 - vii. Moreno Valley College
 - viii. Cypress College
- b) Dental Hygiene Educational Program Site Visit Schedule.

18. Enforcement Update: Statistical Report.

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

20. Future Agenda Items.

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

21. *Closed Session – Full Board*

- a) Pursuant to Government Code Section 11126(c)(3), the Board will Deliberate on Disciplinary Actions and Decisions to be Reached in Administrative Procedure Act Proceedings. If there are no disciplinary actions and decisions to be addressed, it will be announced.
- b) Pursuant to Government Code section 11126(a)(1), the Board will Conduct an Evaluation of Performance of the Executive Officer.

<<Return to Open Session>>

22. Adjournment.

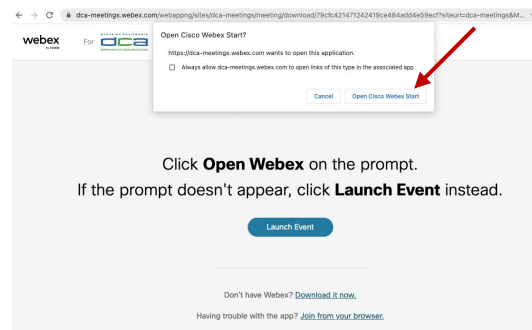
Public comments will be taken on the agenda items at the time the specified item is raised. Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Board prior to the Board taking any action on said item. Members of 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 the DHBC at 916-263-1978, via email at dhbcinfo@dca.ca.gov, or by sending a written request to 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.

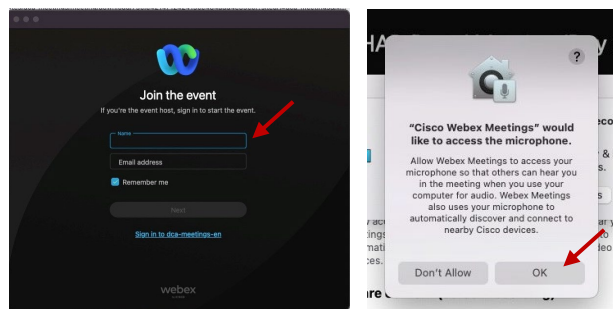
If joining using the meeting link

1 Click on the meeting link. This can be found in the meeting notice you received.

2 If you have not previously used Webex on your device, your web browser may ask if you want to open Webex. Click "Open Cisco Webex Start" or "Open Webex", whichever option is presented. DO NOT click "Join from your browser", as you will not be able to participate during the meeting.



3 Enter your name and email address*. Click "Join as a guest". Accept any request for permission to use your microphone and/or camera.

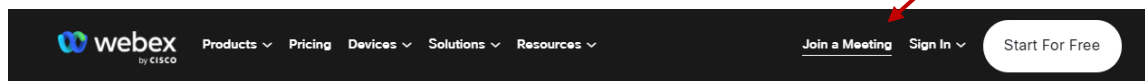


* Members of the public are not obligated to provide their name or personal information and may provide a unique identifier such as their initials or another alternative, and a fictitious email address like in the following sample format: XXXXX@mailinator.com.

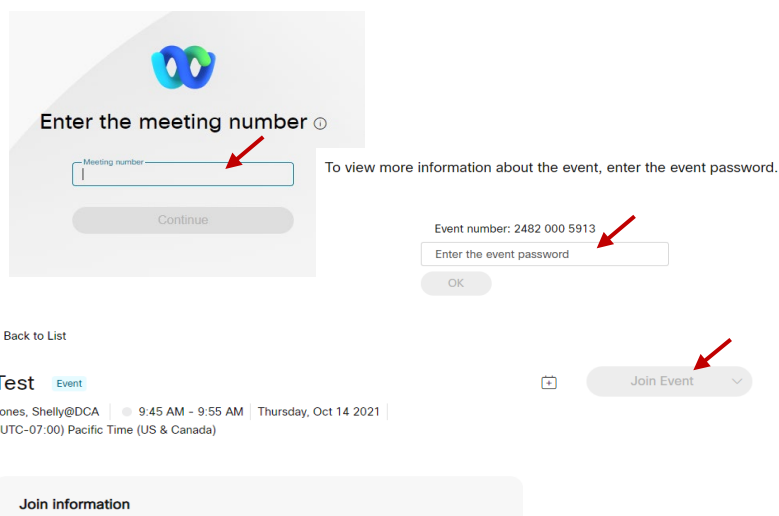
OR

If joining from Webex.com

1 Click on "Join a Meeting" at the top of the Webex window.



2 Enter the meeting/event number and click "Continue". Enter the event password and click "OK". This can be found in the meeting notice you received.



3 The meeting information will be displayed. Click "Join Event".

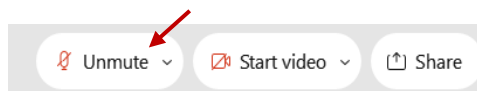
OR

Connect via telephone*:

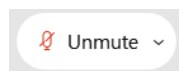
You may also join the meeting by calling in using the phone number, access code, and passcode provided in the meeting notice.

Microphone

Microphone control (mute/unmute button) is located on the command row.

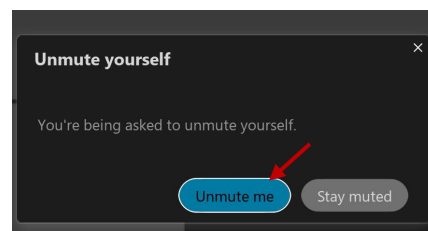


Green microphone = Unmuted: People in the meeting can hear you.



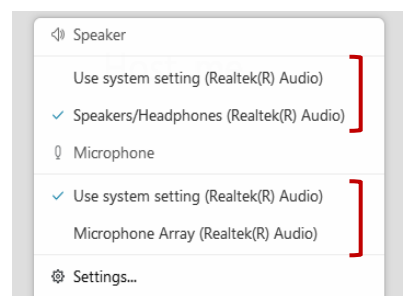
Red microphone = Muted: No one in the meeting can hear you.

Note: Only panelists can mute/unmute their own microphones. Attendees will remain muted unless the moderator enables their microphone at which time the attendee will be provided the ability to unmute their microphone by clicking on "Unmute Me".



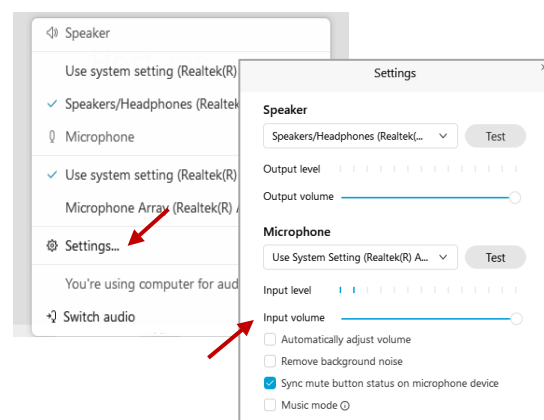
If you cannot hear or be heard

- 1 Click on the bottom facing arrow located on the Mute/Unmute button.
- 2 From the pop-up window, select a different:
 - Microphone option if participants can't hear you.
 - Speaker option if you can't hear participants.



If your microphone volume is too low or too high

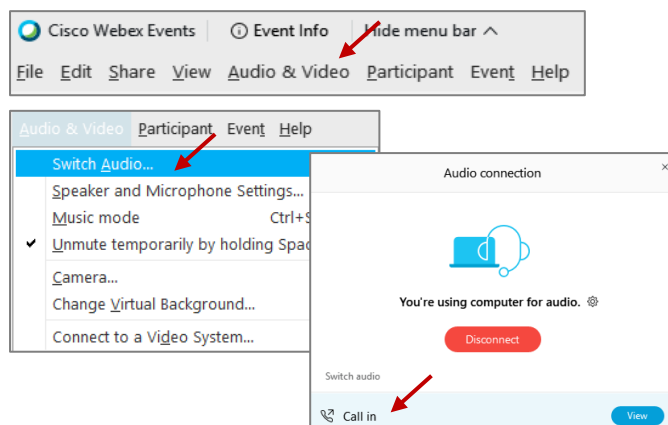
- 1 Locate the command row – click on the bottom facing arrow located on the Mute/Unmute button.
- 2 From the pop-up window:
 - Click on "Settings...":
 - Drag the "Input Volume" located under microphone settings to adjust your volume.



Audio Connectivity Issues

If you are connected by computer or tablet and you have audio issues or no microphone/speakers, you can link your phone through Webex. Your phone will then become your audio source during the meeting.

- 1 Click on "Audio & Video" from the menu bar.
- 2 Select "Switch Audio" from the drop-down menu.
- 3 Select the "Call In" option and following the directions.



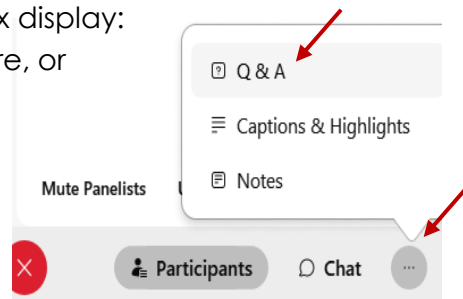
The question-and-answer (Q&A) and hand raise features are utilized for public comments.

NOTE: This feature is not accessible to those joining the meeting via telephone.

Q&A Feature

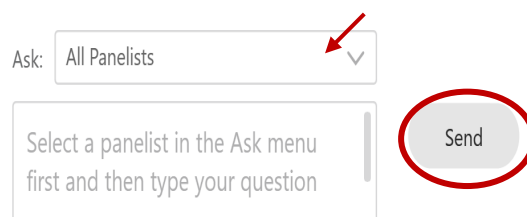
1 Access the Q&A panel at the bottom right of the Webex display:

- Click on the icon that looks like a “?” inside of a square, or
- Click on the 3 dots and select “Q&A”.



2 In the text box:

- Select “All Panelists” in the dropdown menu,
- Type your question/comment into the text box, and
- Click “Send”.



— OR —

Hand Raise Feature

- 1
- Hovering over your own name.
 - Clicking the hand icon that appears next to your name.
 - Repeat this process to lower your hand.

If connected via telephone:

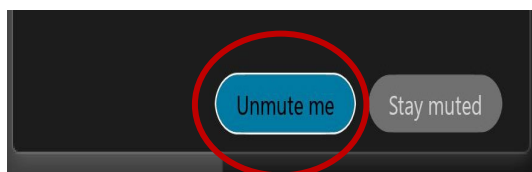
- Utilize the raise hand feature by pressing *3 to raise your hand.
- Repeat this process to lower your hand.

Unmuting Your Microphone



The moderator will call you by name and indicate a request has been sent to unmute your microphone. Upon hearing this prompt:

- Click the **Unmute me** button on the pop-up box that appears.

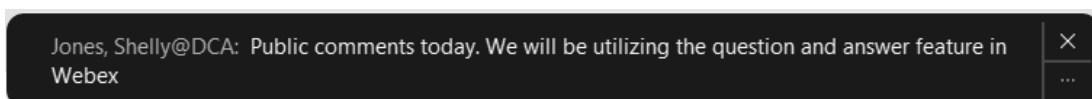


— OR —

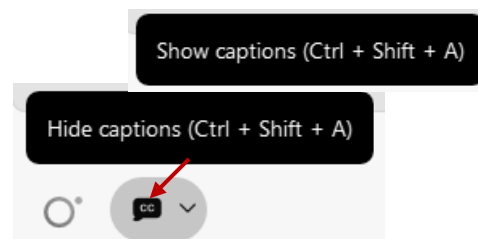
If connected via telephone:

- Press *3 to unmute your microphone.

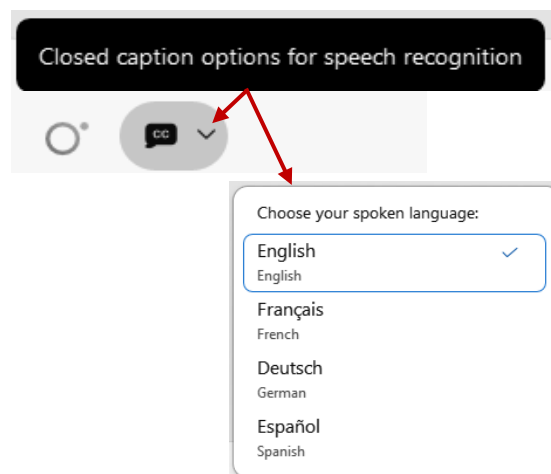
Webex provides real-time closed captioning displayed in a dialog box on your screen. The captioning box can be moved by clicking on the box and dragging it to another location on your screen.



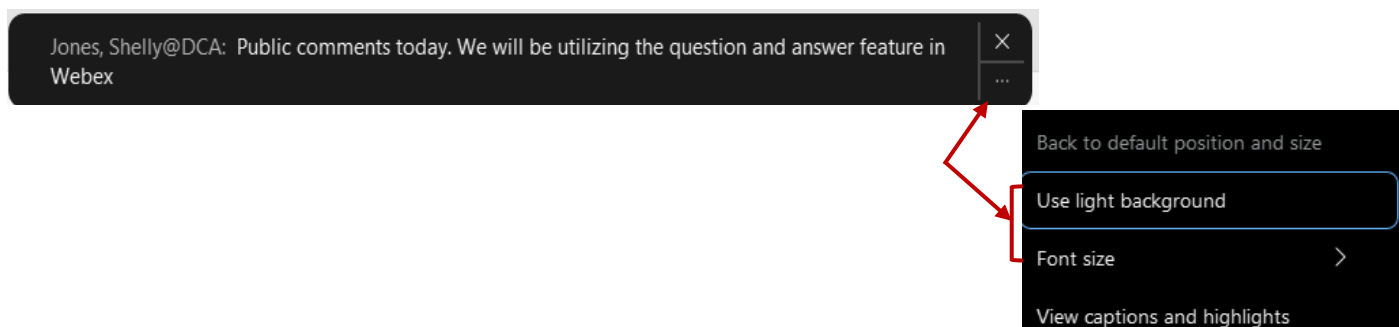
The closed captioning can be hidden from view by clicking on the closed captioning icon. You can repeat this action to unhide the dialog box.



You can select the language to be displayed by clicking the drop-down arrow next to the closed captioning icon.



You can view the closed captioning dialog box with a light or dark background or change the font size by clicking the 3 dots on the right side of the dialog box.





Member	Present	Absent
Carmen Dones		
Sonia "Pat" Hansen		
Sherman King		
Michael Long		
Justin Matthews		
Sridevi Ponnala		
Naleni "Lolly" Tribble-Agarwal		
Erin Yee		

Saturday, November 18, 2023

Dental Hygiene Board of California

Agenda Item 1

Roll Call & Establishment of Quorum.

Board Secretary to call the Roll.



Saturday, November 18, 2023

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, November 18, 2023

Dental Hygiene Board of California

Agenda Item 3

President's Welcome and Report.



Saturday, November 18, 2023

Dental Hygiene Board of California

Agenda Item 4

**Update from the Department of Consumer Affairs (DCA)
Executive Staff.**



Saturday, November 18, 2023

Dental Hygiene Board of California

Agenda Item 5

Update from the Dental Board of California (DBC).



Dental Hygiene Board of California Meeting Minutes

Saturday, July 22, 2023

DRAFT

DHBC Headquarters Building
2005 Evergreen Street, 1st Floor Hearing Room
Sacramento, CA 95815

DHBC Members Present:

President – Dr. Carmen Dones, Registered Dental Hygienist (RDH) Educator Member
Vice President – Sonia “Pat” Hansen, RDH Member
RDH Member – Naleni “Lolly” Tribble-Agarwal
Registered Dental Hygienist in Alternative Practice (RDHAP) Member – Vacant
Public Health Dentist Member – Vacant
Public Member – Sherman King
Public Member – Dr. Justin Matthews
Public Member – Erin Yee
Public Member - Vacant

DHBC Staff Present:

Anthony Lum, Executive Officer
Albert Law, Assistant Executive Officer
Adina Pineschi-Petty, Doctor of Dental Surgery (DDS), Education, Legislation, and Regulatory Specialist
Michael Kanotz, Department of Consumer Affairs (DCA) Legal Counsel for the DHBC
Elizabeth Dietzen-Olsen, DCA Regulatory Counsel for the DHBC

1. Roll Call and Establishment of a Quorum

Dr. Carmen Dones, President of the Dental Hygiene Board of California (DHBC, Board), reviewed meeting guidelines and called the meeting to order at **9:00 a.m.** Dr. Adina Petty completed the roll call, and a quorum was established with 6 members present.

2. Public Comment for Items Not on the Agenda.

None.

3. President’s Report (Informational Only).

President Dr. Carmen Dones welcomed all in attendance. She stated she has been very busy and meets with Executive Officer (EO) Anthony Lum a couple of times each month for updates on Board issues that needs her attention. She stated current projects such as the new strategic plan are ones that are not completed quickly and need substantial time and resources to complete. Dr. Dones reported the Board met in June for the pre-strategic planning session with no additional activities occurring.

Board member comment: None.

Public comment: None.

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

Yvonne Dorantes, Assistant Deputy Director of the Department of Consumer Affairs' (DCA) Board and Bureau Relations Office, reported the following:

1. Diversity, Equity, and Inclusion (DEI) Update

On May 12, 2023, DCA's DEI Steering Committee held its quarterly meeting in person and elected a Chairperson Yeaphana La Marr, who currently service as the Department's Tribal Liaison and is the Chief of Legislation for the Contractors State License Board and Vice Chairperson Paul Sanchez, who is the Executive Officer of the Speech-Language Pathology and Audiology Board. The Committee discussed training, strategic planning, and DEI activities through the end of the calendar year. Providing employees access to DEI training is a priority for the DEI Steering Committee. In June, DCA began offering three DEI courses which are available to all DCA employees. DCA is working on virtual DEI training for Board Members that will be available at the end of October or beginning of November. The courses are: Understanding the Value of DEI in the Workplace, How to Decode Our Unconscious Bias, and Unleash the Power of Generational Differences.

2. In-Person Meetings and the Bagley-Keene Open Meeting Act

The changes to the Bagley-Keene Open Meeting Act that allowed Board Members to not have to notice their meeting location or meet in an ADA accessible location expired on July 1, 2023. Beginning July 1, 2023, public meetings are subject to the traditional pre-COVID requirements for open meetings. The Board should be prepared to conduct public meetings compliant with the Bagley-Keene Open Meeting Act. This includes:

- Whether a meeting is held at a single centralized location or at multiple teleconference locations, each physical meeting location will need to be identified in the meeting public notices and agendas.
- Board Members must attend meetings in person at the noticed meeting locations.
- All noticed meeting locations, including locations where a single board member will be, must be ADA accessible, have an agenda posted, and be open to the public.
- The public will be permitted to attend meetings at any noticed meeting location. Additionally, members of the public need to be able to hear the meeting and participate in public comment from each location.

DCA provided EO Lum with a Bagley-Keene Open Meeting Act Guide which has a list of available meeting locations throughout the state.

Senate Bill (SB) 544, may allow for some meetings to be held without noticing the location of the Board Member, thus allowing remote virtual meetings is still going through the legislative process. The Department's Division of Legislative Affairs is working with stakeholders and providing updates to the boards and bureaus on the status of the bill.

3. Enlighten Enforcement Project

On July 21, 2023, DCA will attend the third walk-through session for the Enlightened Enforcement Project that has been piloted by the Dental Board of California. The walkthrough session will cover citations, discipline, and probation processes. The project aims to learn best practices between boards to improve efficiency and standardize procedures for all Boards and Bureaus.

4. Data Governance Project

DCA is continuing its efforts to improve its reports regarding licensing and enforcement activities. The Director recently led multiple workgroup meetings beginning in late April through early July with staff from each board and bureau to update the data metrics reported in DCA's Annual Report. DCA's goal is to ensure consistency where we report data, such as our Annual Report, DCA's Data Portal, and board and bureau Sunset Reports. Future meetings are expected in August and ongoing to help build new reports or modify existing ones to provide these new metrics for next year's Annual Report.

DCA held a meeting on July 17th with all boards and bureaus to review guidance on how boards and bureaus can compile and report data to the Department for inclusion in this year's upcoming Annual Report. The Department has asked all boards and bureaus to provide their Annual Report data by Friday, August 4th.

5. Press Release Translations

To further the Department's efforts to reach the Californians we serve, DCA requests the Boards to translate any press releases issued into Spanish. California's top non-English language spoken is Spanish and establishing a standard of translating releases into both English and Spanish will enhance the reach of information released. The Board is also encouraged to evaluate any additional language(s) outside of Spanish that may serve their audiences.

6. Onboarding

Board members who have been appointed and reappointed cannot begin their service or perform any official functions without first taking the oath of office. Unless otherwise provided, the oath may be taken before any officer authorized to administer oaths. Board members should contact EO Lum to arrange taking the oath of office. Board members are required to complete the documents listed on the "Board Member Appointment Checklist," or "HR 5," and return them to the Office of Human Resources

before assuming duties, but no less than 30 days after their appointment or reappointment. Duties cannot be assumed, and appointments cannot be processed until documents are received and are accurately completed. Incomplete packets may delay per diem payments and travel reimbursements due to the member.

7. Required Board Member Trainings

There are two DCA-wide mandatory trainings for 2023 – this includes sexual harassment prevention training and information security awareness. All DCA employees and appointees, including board and advisory council members, will need to complete the sexual harassment prevention training this year. Board members must take the two-hour supervisory training. This training is required every odd-numbered year and is online, self-paced and approximately two-hours. Board members with an assigned DCA email (i.e., dca.ca.gov) are required to complete the “Information Security Awareness Fundamentals” training. This training addresses everyone’s role in protecting DCA data and information. The training is online and required every year. Both the sexual harassment prevention training and information security awareness training are available in the DCA’s “Learning Management System.”

8. Board Member Travel

All state travel arrangements must be made through DCA's authorized travel agency, CalTravelStore or Concur. When traveling by air on official state business, all Board members and staff must use the most economical fares possible. If the flight is changed, there may be additional charges. Flight changes for personal convenience are not permitted or justified, and the traveler is responsible for any associated charges.

9. Board Member Orientation Training (BMOT) – October 10, 2023

Board members must complete BMOT within one year of their appointment or re-appointment. On October 10, 2023, BMOT will be offered virtually. This will be the last meeting of the year. Members can register for this training via LMS.

Board member comment: None.

Public comment: None.

5. Discussion and Possible Action to Approve the June 17, 2023, Full Board WebEx Teleconference Meeting Minutes.

Motion: Justin Matthews moved to approve the June 17, 2023, Full Board WebEx Teleconference Meeting Minutes.

Second: Erin Yee.

Member discussion: None.

Public comment: None.

Vote: Motion to approve the June 17, 2023, Full Board WebEx Teleconference Meeting Minutes. Passed 6:0:0.

Name	Aye	Nay	Abstain/Absent
Carmen Dones	X		
Sonia “Pat” Hansen	X		
Sherman King	X		
Justin Matthews	X		
Naleni “Lolly” Tribble-Agarwal	X		
Erin Yee	X		

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

Executive Officer (EO) Anthony Lum reported on the following:

1. Personnel:

Board management has been working to fill vacant staff positions and still have a few to fill. Albert Law, the Board’s prior Special Investigator, filled the Assistant Executive Officer (AEO) position in April and has been a pleasure to work with as he’s assumed many functions from the EO and addressed them himself.

Interviews were conducted for the Citation and Fine Analyst position, but no promising candidate was found. Board management is readvertising the position for additional candidates. Interviews for the Enforcement Analyst were conducted this week, and management is discussing the candidates to fill the position. The Special Investigator position applications are still under review and management will be conducting interviews soon.

EO Lum thanked existing Board staff for stepping up and going above and beyond what’s expected to cover these desks, in addition to their own workload, while management works to fill the vacancies.

2. Budget:

EO Lum provided “Budget Expenditure” and “Revenue” reports. He reported the DHBC’s current year budget and stated these reports reflect from Fiscal Month 11, so there’s still a month of expenditures and revenue missing as year-end totals are being calculated and finalized.

Additionally, EO Lum reported on the Board's Fund Condition (FC) which shows a point-in-time of how much the Board has in the Board's "savings account" by fiscal year. He stated the Board's fund is healthy, and optimally, he'd like to see the Board maintain at least 10 months in reserve. Barring any future large expenses, the Board should accomplish that reserve by the end of next year.

3. Administration - EO Activities and Sunset Review:

EO Lum reported:

- Addressing Sunset Review issues and our sunset bill (AB 1257) by meeting with Assembly staff and testifying before the Senate in July; the bill is currently moving through the Senate with no issues.
- Participated in an outreach session with CDHA at the end of June where I had the opportunity to answer questions from their members.
- Participated in several meetings with DCA on various topics including departmental and Board issues; military licenses; and regulations.
- Attended the Dental Board's May 2023 Board Meetings in Anaheim.
- And we were able to purge a lot of our outdated computer and phone equipment during a recent DCA e-waste event in June.

4. Update on Exempt Position Request (EPR):

EO Lum reported the latest EPR proposal was approved in May and now the Board has an opportunity to organize the Board's management structure to where it's optimal for program oversight. He thanked the Board for its support and patience on this proposal as it took two years to get it approved. He stated the approval elevates his position one step so he can obtain a correct level manager to oversee all staff.

5. Military Practice Update:

a. Temporary Licenses:

In 2021, AB 107 was approved to provide a means for active military persons and their spouses to obtain temporary licensure in CA using active military orders. These temporary licenses, once issued, are valid for 12 months and are not renewable. To qualify for the temporary license, the applicant is required to submit the following:

- A completed application for the temporary license.
- Copy of the active military orders.
- Copy of the out-of-state dental hygiene license that's in good standing and has no disciplinary action taken against it.
- Submit fingerprints for a background check.
- Complete the CA dental hygiene Law and Ethics examination.

This provision was effective July 1, 2023, and the Board has promulgated regulations to implement this provision.

b. Federal Law H.R. 7939, Sec. 19

Effective January 5, 2023, this Federal Law provides the authority for any out-of-state dental hygiene licensee to come to CA and practice using their respective state's dental hygiene license and theirs or their spouse's active military orders. The individuals using this authority are only required to notify the Board of their intent to practice in CA under this provision and provide a copy of the active military orders.

EO stated the law was not announced and the Board had no prior knowledge before its effective date of January 5, 2023. The Board discovered this information when an out-of-state licensee inquired with us to start practicing under this authority in March and brought it to DCA's attention. Since that time, and because it affects many DCA Boards, there's been multiple Executive-level meetings and discussions on the process to have this provision operational in California. More discussions are forthcoming, but in the meantime, out-of-state applicants are informed to provide us with copies of the active military orders and the current dental hygiene license they're practicing under to notify the Board. This is not an approval by the Board to allow these out-of-state practitioners to provide dental hygiene services, only an informational notification that they are working here as prescribed by the Federal Law.

Member comment: None.

Public comment: None.

7. Discussion and Possible Action to Elect a New Board Secretary.

EO Lum stated that at its November 19, 2022, Board meeting, the Board voted to maintain the slate of officers from 2022 for 2023 to maintain consistency while proceeding through the Sunset Review process. He stated that unfortunately, the Secretary and Public Member, Denise Davis, resigned from the Board at the beginning of June due to personal reasons.

Motion: Naleni "Lolly" Tribble-Agarwal moved for the Board to approve Naleni "Lolly" Tribble-Agarwal as Board Secretary.

Second: Erin Yee.

Member discussion: None.

Public comment: None.

Vote: Motion to approve Naleni “Lolly” Tribble-Agarwal as Board Secretary. Passed 6:0:0.

Name	Aye	Nay	Abstain/Absent
Carmen Dones	X		
Sonia “Pat” Hansen	X		
Sherman King	X		
Justin Matthews	X		
Naleni “Lolly” Tribble-Agarwal	X		
Erin Yee	X		

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

Dr. Adina Petty reported as to the current status of DHBC proposed regulatory packages completed and in process for the Board. Additionally, she provided an overview of the regulatory process.

Member discussion: None.

Public comment: None.

9. Discussion and Possible Action to Initiate a Rulemaking and Possibly Amend Title 16, California Code of Regulations (CCR) Section 1105(b)(4). Faculty to Student Ratio in Dental Hygiene Educational Programs.

Dr. Adina Petty reported that at the March 18, 2023 Full Board’s Teleconference Meeting, it was brought to the Board’s attention that at the open session of the February 10, 2023 meeting of the Commission on Dental Accreditation of the American Dental Association (CODA), there was discussion concerning increasing the student to instructor ratio. In the February 10, 2023 meeting materials, CODA provided background materials stating that on January 16, 2023, CODA received a letter from 17 state dental associations related to workforce shortages in dental hygiene, and requested CODA:

“Immediately make the faculty to student ratio in the Dental Hygiene Accreditation Standards (Section 3-6) (Sic) the same as the faculty to student ratios in the Dental Therapy Accreditation Standards (Section 3-5) and the Dental Assisting Accreditation Standards (Section 3-8). The result of this change would be that the Accreditation Standards for all three auxiliary professions would be identical with a faculty to student ratio of 1 to 6.”

The Board received many Member and Public comments urging the Board to amend 16 CCR section 1105(b)(4) to maintain current faculty to student ratios for California dental hygiene educational programs.

First Motion: Justin Matthews moved for the Board to approve the proposed language for section 1105(b)(4), and direct staff to submit the language to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review, and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If no adverse comments are received during the 45-day comment period and no hearing is requested, authorize the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulations at Section 1105(b)(4) as noticed.

Second: Naleni “Lolly” Tribble-Agarwal.

Member discussion: Robust discussion took place regarding amending 16 CCR section 1105(b)(4) to maintain current faculty to student ratios for California dental hygiene educational programs.

Public comment: Tooka Zokaie, California Dental Association, thanked the Board for taking a measured approach on the faculty to student ratio decision and supports further exploration by the Board.

Vote: Motion to approve the proposed language for section 1105(b)(4), and direct staff to submit the language to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review, and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If no adverse comments are received during the 45-day comment period and no hearing is requested, authorize the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulations at Section 1105(b)(4) as noticed. Failed 3:4:0.

Name	Aye	Nay	Abstain/Absent
Carmen Dones		X	
Sonia “Pat” Hansen		X	
Sherman King		X	
Justin Matthews	X		
Naleni “Lolly” Tribble-Agarwal	X		
Erin Yee		X	

Second Motion: Carmen Dones moved to table the original motion indefinitely.

Second: Sherman King.

Member discussion: Robust discussion took place regarding amending 16 CCR section 1105(b)(4) to maintain current faculty to student ratios for California dental hygiene educational programs.

Public comment: None.

Vote: Motion to table the original motion indefinitely. Failed 3:3:0.

Name	Aye	Nay	Abstain/Absent
Carmen Dones	X		
Sonia “Pat” Hansen	X		
Sherman King	X		
Justin Matthews		X	
Naleni “Lolly” Tribble-Agarwal		X	
Erin Yee		X	

Third Motion: Sonia “Pat” Hansen moved to reconsider the original motion of Agenda Item 9.

Second: Naleni “Lolly” Tribble-Agarwal.

Member discussion: None.

Public comment: None.

Vote: Motion to reconsider the original motion of Agenda Item 9. Passed 4:1:1.

Name	Aye	Nay	Abstain/Absent
Carmen Dones		X	
Sonia “Pat” Hansen	X		
Sherman King			X (Abstain)
Justin Matthews	X		
Naleni “Lolly” Tribble-Agarwal	X		
Erin Yee	X		

Fourth Motion: Justin Matthews moved to approve the proposed language for section 1105(b)(4), and direct staff to submit the language to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review, and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If no adverse comments are received during the 45-day comment period and no hearing is requested, authorize the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulations at Section 1105(b)(4) as noticed.

Second: Naleni “Lolly” Tribble-Agarwal.

Member discussion: Further discussion took place regarding amending 16 CCR section 1105(b)(4) to maintain current faculty to student ratios for California dental hygiene educational programs.

Public comment: None.

Vote: Motion to approve the proposed language for section 1105(b)(4), and direct staff to submit the language to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review, and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If no adverse comments are received during the 45-day comment period and no hearing is requested, authorize the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulations at Section 1105(b)(4) as noticed. Passed 4:1:1.

Name	Aye	Nay	Abstain/Absent
Carmen Dones		X	
Sonia “Pat” Hansen	X		
Sherman King			X (Abstain)
Justin Matthews	X		
Naleni “Lolly” Tribble-Agarwal	X		
Erin Yee	X		

10. Update on Current Legislation (Informational).

Dr. Adina Petty provided updates on new and previously reviewed proposed legislative packages of concern for the Board which included:

Legislation	DHBC Position
AB 477 Waldron: Legislative review of state boards.	Watch.
AB 481 Carrillo: Dentistry: dental assistants.	Watch.
AB 557 Hart: Open meetings: local agencies: teleconferences.	Watch.
AB 820 Reyes: State boards and commissions: seniors.	Watch.
AB 883 Mathis: Business licenses: United States Department of Defense SkillBridge program.	Watch.
AB 936 Wood: Dentistry: exemptions.	Watch.
AB 996 Low: Department of Consumer Affairs: continuing education: conflict-of-interest policy.	Watch.
AB 1028 McKinnor/Wicks: Reporting of crimes: mandated reporters.	Watch.
AB 1257 Assembly Business & Professions: Dentistry: Dental Hygiene Board of California.	Support. Letter sent 6.12.23
AB 1395 Garcia: Licensed Physicians and Dentists from Mexico Pilot Program: requirements.	Watch.
AB 1396 Garcia: Licensed Physicians and Dentists from Mexico Pilot Program: requirements.	Watch.
AB 1707 Pacheco: Health professionals and facilities: adverse actions based on another state's law.	Watch.
Senate Bill (SB) 259 Seyarto: Reports submitted to legislative committees.	Watch
SB 372 Menjivar: Department of Consumer Affairs: licensee and registrant records: name and gender changes.	Watch.
SB 544 Laird: Bagley-Keene Open Meeting Act: teleconferencing.	Support. Letter sent 6.12.23
SB 802 Roth: Licensing boards: disqualification from licensure: criminal conviction.	Watch.
SB 820 Alvarado-Gil: Consumer complaints.	None.

Member discussion: Discussion took place regarding current legislation.

Public comment: None.

11. Education Update (Informational Only).

Dr. Petty reported the current status of Dental Hygiene Educational Program (DHEP) compliance at Diablo Valley College, Pasadena City College, Loma Linda University, Carrington College-Sacramento, Carrington College-San Jose, and Chabot College.

Additionally, she provided the Board the current Site Visit schedule for upcoming program reviews.

Member discussion: President Dones questioned as to the status of Pasadena City College as it is taking some time for them to come into compliance. Dr. Petty and EO Lum informed her that staff is working towards bringing Pasadena City College into compliance and will have more information for the Board after their September 1, 2023 deadline.

Public comment: None.

12. Enforcement Update: Statistical Report (Informational Only).

AEO Albert Law reported the Board's enforcement unit currently has three vacancies: the Special Investigator, Enforcement Analyst, and Cite and Fine position. Management is working to fill all the positions, and have started conducting interviews. Management is hopeful that all positions will be filled by the end of the year. The Board's enforcement staff continues to take on additional tasks and duties to ensure that all enforcement matters continue to be processed.

AEO Law reported Enforcement Statistics and reported on the current status for consumer complaints, arrest/conviction complaints, desk investigations, field investigations, citations and fines, as well as probation violations for 2022/2023 fiscal year.

Member discussion: None.

Public comment: None.

13. Licensing and Examination Statistics and Continuing Education Audits Update (Informational Only).

a. Licensing and Examination Statistics:

EO Anthony Lum reported application statistics through the end of June 2023.

b. Continuing Education Update

EO Lum reported that from Continuing Education (CE) audits, there continues to be similar trends in the pass and fail rate of audited licensees. He stated the Board receives many reasons from licensees for failure to comply with the CE Audit and frequently, licensees have expressed they have misplaced, destroyed, or lost their records.

EO Lum stated that to communicate to licensees and the public, the Board has posted a link on the homepage of the website (www.dhbc.ca.gov) that opens directly to important continuing education information, as well as can be found under the "Licensee" tab on the website.

Member discussion: Discussion took place regarding application statistics, as well as regarding CE pass rates.

Public comment: None.

14. Future Agenda Items.

None.

15. Adjournment

Meeting was adjourned at **11:39 a.m.**

DRAFT



Saturday, November 18, 2023

Dental Hygiene Board of California

Agenda Item 7

Executive Officer's Report on the Following:

- a) **Personnel.**
- b) **Budget.**
- c) **Administration – Executive Officer's Activities Updates, and Strategic Plan Status.**
- d) **Military Practice Update.**

Department of Consumer Affairs

Expenditure Projection Report

Dental Hygiene Board of California

Reporting Structure(s): 11111100 Support

Fiscal Month: 3

Fiscal Year: 2023 - 2024

Run Date: 10/23/2023

PERSONAL SERVICES

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5100	PERMANENT POSITIONS	\$1,023,000	\$174,105	\$0	\$174,105	\$666,441	\$1,023,000	\$57,484	\$171,083	\$0	\$171,083	\$890,581	\$132,419
5100000000	Earnings - Perm Civil Svc Empl	\$941,000	\$146,819	\$0	\$146,819	\$551,892	\$941,000	\$48,046	\$142,869	\$0	\$142,869	\$777,875	\$163,125
5105000000	Earnings-Exempt/Statutory Empl	\$82,000	\$27,286	\$0	\$27,286	\$114,549	\$82,000	\$9,438	\$28,214	\$0	\$28,214	\$112,706	-\$30,706

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5100	TEMPORARY POSITIONS	\$59,000	\$0	\$0	\$0	\$0	\$59,000	\$0	\$0	\$0	\$0	\$0	\$59,000
5100150004	Temp Help (907)	\$57,000	\$0	\$0	\$0	\$0	\$57,000	\$0	\$0	\$0	\$0	\$0	\$57,000
5100150005	Exam Proctor (915)	\$2,000	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5105-5108	PER DIEM, OVERTIME, & LUMP SUM	\$24,000	\$600	\$0	\$600	\$14,990	\$24,000	\$0	\$600	\$0	\$600	\$8,460	\$15,540
5105100001	Bd/Commission Mbrs (901, 920)	\$0	\$200	\$0	\$200	\$3,129	\$3,000	\$0	\$600	\$0	\$600	\$2,800	\$21,200
5105100002	Committee Mbrs 904,911,931,961	\$24,000	\$400	\$0	\$400	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5108000000	OT Earn Oth than to Temp Help	\$0	\$0	\$0	\$0	\$641	\$0	\$0	\$0	\$0	\$0	\$660	-\$660
5108000001	Lump Sum payout	\$0	\$0	\$0	\$0	\$10,749	\$0	\$0	\$0	\$0	\$0	\$5,000	-\$5,000

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5150	STAFF BENEFITS	\$601,000	\$95,874	\$0	\$95,874	\$351,353	\$601,000	\$35,921	\$103,006	\$0	\$103,006	\$536,203	\$64,797
5150150000	Dental Insurance	\$3,000	\$706	\$0	\$706	\$3,129	\$3,000	\$336	\$1,008	\$0	\$1,008	\$3,000	\$3,000
5150250000	Employee Assistance PGM Fee	\$0	\$47	\$0	\$47	\$260	\$0	\$21	\$41	\$0	\$41	\$0	\$0
5150350000	Health Insurance	\$163,000	\$13,727	\$0	\$13,727	\$56,293	\$164,000	\$5,949	\$17,848	\$0	\$17,848	\$164,000	\$164,000
5150400000	Life Insurance	\$0	\$45	\$0	\$45	\$194	\$0	\$20	\$60	\$0	\$60	\$0	\$0
5150450000	Medicare Taxation	\$8,000	\$2,429	\$0	\$2,429	\$9,507	\$8,000	\$792	\$2,364	\$0	\$2,364	\$8,000	\$8,000
5150500000	OASDI	\$67,000	\$9,143	\$0	\$9,143	\$36,806	\$66,000	\$3,385	\$10,109	\$0	\$10,109	\$66,000	\$66,000
5150600000	Retirement - General	\$290,000	\$52,859	\$0	\$52,859	\$200,725	\$290,000	\$18,339	\$54,723	\$0	\$54,723	\$290,000	\$290,000
5150750000	Vision Care	\$1,000	\$165	\$0	\$165	\$604	\$1,000	\$58	\$174	\$0	\$174	\$1,000	\$1,000
5150800000	Workers' Compensation	\$20,000	\$0	\$0	\$0	\$37	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$20,000
5150800004	SCIF Allocation Cost	\$0	\$8,738	\$0	\$8,738	\$12,712	\$0	\$4,349	\$8,698	\$0	\$8,698	\$0	\$0
5150820000	Other Post-Employment Benefits	\$31,000	\$5,790	\$0	\$5,790	\$21,669	\$31,000	\$1,903	\$5,672	\$0	\$5,672	\$31,000	\$31,000
5150900000	Staff Benefits - Other	\$18,000	\$2,225	\$0	\$2,225	\$9,416	\$18,000	\$770	\$2,309	\$0	\$2,309	\$536,203	-\$518,203
PERSONAL SERVICES		\$1,707,000	\$270,579	\$0	\$270,579	\$1,032,783	\$1,707,000	\$93,404	\$274,689	\$0	\$274,689	\$1,435,244	\$271,756

OPERATING EXPENSES & EQUIPMENT

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5301	GENERAL EXPENSE	\$38,000	\$5,438	\$6,381	\$11,819	\$13,768	\$38,000	\$252	\$1,208	\$3,258	\$4,466	\$12,617	\$25,383
5301100002	Admin OH-Other State Agencies	\$0	\$0	\$0	\$0	\$2,852	\$0	\$0	\$0	\$0	\$0	\$2,937	-\$2,937
5301100003	Fingerprint Reports	\$3,000	\$49	\$0	\$49	\$784	\$3,000	\$147	\$147	\$0	\$147	\$808	\$2,192
5301150000	Conferences	\$0	\$4,228	\$4,532	\$8,760	\$4,228	\$0	\$0	\$0	\$0	\$0	\$4,354	-\$4,354
5301200000	Dues and Memberships	\$0	\$0	\$0	\$0	\$94	\$0	\$0	\$0	\$0	\$0	\$97	-\$97
5301350000	Freight and Drayage	\$0	\$71	\$1,429	\$1,500	\$1,514	\$0	\$0	\$33	\$1,467	\$1,500	\$1,500	-\$1,500
5301400000	Goods - Other	\$27,000	\$0	\$0	\$0	\$0	\$27,000	\$0	\$0	\$0	\$0	\$0	\$27,000
5301450000	Library Pur excl UC/CSUC/Oth E	\$0	\$0	\$0	\$0	\$99	\$0	\$0	\$0	\$0	\$0	\$102	-\$102
5301700000	Office Supplies - Misc	\$8,000	\$870	\$0	\$870	\$2,928	\$8,000	\$0	\$923	\$1,267	\$2,189	\$2,189	\$5,811
5301900000	Subscriptions	\$0	\$220	\$420	\$640	\$1,270	\$0	\$105	\$105	\$525	\$630	\$630	-\$630

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5302 PRINTING		\$17,000	\$125	\$3,377	\$3,501	\$33,289	\$17,000	\$0	\$0	\$4,040	\$4,040	\$34,850	-\$17,850
5302300000	Office Copiers - Maintenance	\$0	\$0	\$3,377	\$3,377	\$3,377	\$0	\$0	\$0	\$4,040	\$4,040	\$4,040	-\$4,040
5302700000	Pamphlets, Leaflets, Brochures	\$0	\$125	\$0	\$125	\$27,323	\$0	\$0	\$0	\$0	\$0	\$28,142	-\$28,142
5302900000	Printing - Other	\$17,000	\$0	\$0	\$0	\$2,589	\$17,000	\$0	\$0	\$0	\$0	\$2,667	\$14,333

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5304 COMMUNICATIONS		\$13,000	\$456	\$0	\$456	\$5,079	\$13,000	\$153	\$153	\$0	\$153	\$5,042	\$7,958
5304100000	Cell Phones, PDAs, Pager Svcs	\$0	\$164	\$0	\$164	\$1,594	\$0	\$153	\$153	\$0	\$153	\$1,642	-\$1,642
5304700000	Telephone Services	\$0	\$292	\$0	\$292	\$3,485	\$0	\$0	\$0	\$0	\$0	\$2,000	-\$2,000
5304800000	Communications - Other	\$13,000	\$0	\$0	\$0	\$0	\$13,000	\$0	\$0	\$0	\$0	\$1,400	\$11,600

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5306 POSTAGE		\$20,000	\$640	\$0	\$640	\$6,394	\$20,000	\$0	\$1,186	\$0	\$1,186	\$6,586	\$13,414
5306600003	DCA Postage Allo	\$0	\$640	\$0	\$640	\$6,394	\$0	\$0	\$1,186	\$0	\$1,186	\$6,586	-\$6,586
5306700000	Postage - Other	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$20,000

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5308 INSURANCE		\$0	\$0	\$0	\$0	\$21	\$0	\$0	\$0	\$0	\$0	\$21	-\$21
5308900000	Insurance - Other	\$0	\$0	\$0	\$0	\$21	\$0	\$0	\$0	\$0	\$0	\$21	-\$21

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
53202-204 IN STATE TRAVEL		\$20,000	\$0	\$0	\$0	\$4,349	\$20,000	\$742	\$849	\$0	\$849	\$8,000	\$12,000
5320220000	Travel-In State-Per Diem Lodgi	\$0	\$0	\$0	\$0	\$1,522	\$0	\$220	\$220	\$0	\$220	\$220	-\$220
5320230000	Travel-In State-Per Diem Meals	\$0	\$0	\$0	\$0	\$347	\$0	\$122	\$122	\$0	\$122	\$122	-\$122
5320240000	Travel-In State-Per Diem Other	\$0	\$0	\$0	\$0	\$94	\$0	\$14	\$21	\$0	\$21	\$21	-\$21
5320260000	Travel-In St-Trav Agcy Mgt Fee	\$0	\$0	\$0	\$0	\$108	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5320400000	Travel-In State-Commercial Air	\$0	\$0	\$0	\$0	\$1,332	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5320420000	Travel-In State-Taxi & Shuttle	\$0	\$0	\$0	\$0	\$26	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5320420001	Lyft-Transportation Network Co	\$0	\$0	\$0	\$0	\$39	\$0	\$32	\$32	\$0	\$32	\$32	-\$32
5320420002	Uber-Transportation Network Co	\$0	\$0	\$0	\$0	\$52	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5320440000	Travel - In State -Private Car	\$0	\$0	\$0	\$0	\$527	\$0	\$354	\$454	\$0	\$454	\$454	-\$454
5320470000	Travel - In State - Rental Car	\$0	\$0	\$0	\$0	\$303	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5320490000	Travel - In State - Other	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$7,151	\$12,849

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5322 TRAINING		\$7,000	\$0	\$2,520	\$2,520	\$2,065	\$7,000	\$1,000	\$1,000	\$0	\$1,000	\$2,500	\$4,500
5322400000	Training - Tuition & Registrat	\$7,000	\$0	\$2,520	\$2,520	\$2,065	\$7,000	\$1,000	\$1,000	\$0	\$1,000	\$2,500	\$4,500

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5324 FACILITIES		\$171,000	\$33,645	\$113,818	\$147,463	\$144,130	\$171,000	\$12,071	\$35,057	\$105,218	\$140,276	\$146,284	\$24,716
5324100000	Facilities Maintenance Svcs	\$0	\$0	\$0	\$0	\$0	\$0	\$138	\$138	\$0	\$138	\$138	-\$138
5324200000	Facilities Ops - Other (Svcs)	\$0	\$0	\$0	\$0	\$2,663	\$0	\$0	\$0	\$0	\$0	\$2,743	-\$2,743
5324250000	Facilities Planning -Gen Svcs	\$0	\$0	\$0	\$0	\$5,218	\$0	\$440	\$440	\$0	\$440	\$5,375	-\$5,375
5324350000	Rents and Leases	\$147,000	\$0	\$0	\$0	\$0	\$147,000	\$0	\$0	\$0	\$0	\$0	\$147,000
5324450000	Rent -Bldgs&Grounds(Non State)	\$24,000	\$33,645	\$113,818	\$147,463	\$136,248	\$24,000	\$11,493	\$34,479	\$105,107	\$139,586	\$137,916	-\$113,916
5324500000	Security	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$111	\$111	\$111	-\$111

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5326 UTILITIES		\$1,000	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000
5326900000	Utilities - Other	\$1,000	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
53402-53403 C/P SERVICES (INTERNAL)		\$74,000	\$54,683	\$0	\$54,683	\$289,419	\$74,000	\$12,789	\$12,789	\$0	\$12,789	\$194,662	-\$120,662
5340290000	Health and Medical	\$0	\$0	\$0	\$0	\$99	\$0	\$0	\$0	\$0	\$0	\$102	-\$102

5340310000	Legal - Attorney General	\$47,000	\$54,683	\$0	\$54,683	\$163,048	\$47,000	\$12,789	\$12,789	\$0	\$12,789	\$64,500	-\$17,500
5340320000	Office of Adminis Hearings	\$3,000	\$0	\$0	\$0	\$126,272	\$3,000	\$0	\$0	\$0	\$0	\$130,060	-\$127,060
5340330000	Consult & Prof Svcs-Interdept	\$24,000	\$0	\$0	\$0	\$0	\$24,000	\$0	\$0	\$0	\$0	\$0	\$24,000

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
53404-53405	C/P SERVICES (EXTERNAL)	\$222,000	\$11,574	\$31,551	\$43,125	\$81,876	\$222,000	\$4,499	\$8,933	\$54,762	\$63,695	\$133,780	\$88,220
5340420000	Administrative	\$187,000	\$728	\$3,372	\$4,100	\$6,914	\$187,000	\$3,750	\$7,435	\$47,665	\$55,100	\$55,100	\$131,900
5340420001	Expert Examiners- Exam Process	\$25,000	\$0	\$0	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
5340420002	Expert Examiners-Exam Develmnt	\$0	\$0	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$618	-\$618
5340420003	Subject Matter Experts	\$0	\$1,200	\$0	\$1,200	\$7,445	\$0	\$0	\$0	\$0	\$0	\$7,668	-\$7,668
5340420005	Credit Card Service Fee	\$0	\$7,361	\$22,639	\$30,000	\$53,186	\$0	\$0	\$0	\$0	\$0	\$54,781	-\$54,781
5340480000	Health and Medical	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,450	\$1,450	\$1,450	-\$1,450
5340540001	Evidence/Witness Fees	\$0	\$0	\$0	\$0	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,545	-\$1,545
5340580000	Consult & Prof Svcs Extern Oth	\$0	\$309	\$5,540	\$5,849	\$6,918	\$0	\$749	\$1,498	\$5,647	\$7,145	\$7,145	-\$7,145
5340580001	Court Reporter Servs	\$10,000	\$1,976	\$0	\$1,976	\$5,313	\$10,000	\$0	\$0	\$0	\$0	\$5,472	\$4,528

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5342	DEPARTMENT PRORATA	\$528,000	\$255,500	\$0	\$255,500	\$477,316	\$559,000	\$139,750	\$279,500	\$0	\$279,500	\$559,000	\$0
5342500050	Division of Investigation DOI	\$7,000	\$3,500	\$0	\$3,500	\$7,441	\$8,000	\$2,000	\$4,000	\$0	\$4,000	\$8,000	\$0
5342500055	Consumer Client Servs Div CCSD	\$521,000	\$252,000	\$0	\$252,000	\$469,875	\$551,000	\$137,750	\$275,500	\$0	\$275,500	\$551,000	\$0

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5342	DEPARTMENTAL SERVICES	\$31,000	\$8	\$0	\$8	\$49,457	\$30,000	\$56	\$56	\$0	\$56	\$24,148	\$5,852
5342500001	OPES Interagency Contracts	\$0	\$0	\$0	\$0	\$48,848	\$0	\$0	\$0	\$0	\$0	\$23,520	-\$23,520
5342500090	Interagency Services	\$31,000	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
5342600000	Departmental Services - Other	\$0	\$8	\$0	\$8	\$609	\$0	\$56	\$56	\$0	\$56	\$628	-\$628

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5344	CONSOLIDATED DATA CENTERS	\$12,000	\$0	\$0	\$0	\$4,082	\$12,000	\$0	\$0	\$0	\$0	\$4,205	\$7,795
5344000000	Consolidated Data Centers	\$12,000	\$0	\$0	\$0	\$4,082	\$12,000	\$0	\$0	\$0	\$0	\$4,205	\$7,795

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5346	INFORMATION TECHNOLOGY	\$3,000	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$3,000
5346900000	Information Technology - Other	\$3,000	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$3,000

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5362-5368	EQUIPMENT	\$16,000	\$0	\$0	\$0	\$878	\$0	\$0	\$0	\$0	\$0	\$904	-\$904
5362315000	Safety And Maintenance Equip	\$16,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5368930000	Software	\$0	\$0	\$0	\$0	\$878	\$0	\$0	\$0	\$0	\$0	\$904	-\$904

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5390	OTHER ITEMS OF EXPENSE	\$8,000	\$0	\$0	\$0	\$0	\$8,000	\$0	\$0	\$0	\$0	\$0	\$8,000
5390800000	Gasoline	\$8,000	\$0	\$0	\$0	\$0	\$8,000	\$0	\$0	\$0	\$0	\$0	\$8,000

Fiscal Code	Line Item	PY Budget	PY YTD	PY Encumbrance	PY YTD + Encumbrance	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
54	SPECIAL ITEMS OF EXPENSE	\$0	\$15	\$0	\$15	\$6,146	\$0	\$0	\$0	\$0	\$0	\$6,330	\$6,330
5490000000	Other Special Items of Expense	\$0	\$15	\$0	\$15	\$6,146	\$0	\$0	\$0	\$0	\$0	\$6,330	-\$6,330
OPERATING EXPENSES & EQUIPMENT		\$1,181,000	\$362,083	\$157,647	\$519,730	\$1,118,268	\$1,195,000	\$171,312	\$340,730	\$167,279	\$508,010	\$1,138,928	\$56,072

OVERALL TOTALS		\$2,888,000	\$632,663	\$157,647	\$790,310	\$2,151,051	\$2,902,000	\$264,716	\$615,419	\$167,279	\$782,698	\$2,574,172	\$327,828
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11.30%

Department of Consumer Affairs

Expenditure Report

Dental Hygiene Board of California

Reporting Structure(s): 11111100 Support

Fiscal Month: 3

Fiscal Year: 2023 - 2024

Run Date: 10/16/2023

PERSONAL SERVICES

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5100 PERMANENT POSITIONS		\$1,023,000	\$57,484	\$171,083	\$0	\$171,083	\$851,917
5100000000	Earnings - Perm Civil Svc Empl	\$941,000	\$48,046	\$142,869	\$0	\$142,869	\$798,131
5105000000	Earnings-Exempt/Statutory Empl	\$82,000	\$9,438	\$28,214	\$0	\$28,214	\$53,786

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	\$0	\$600	\$0	\$600	\$23,400
5105100001	Bd/Commission Mbrs (901, 920)	\$24,000	\$0	\$600	\$0	\$600	\$23,400

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5150 STAFF BENEFITS		\$601,000	\$35,921	\$103,006	\$0	\$103,006	\$497,994
5150150000	Dental Insurance	\$3,000	\$336	\$1,008	\$0	\$1,008	\$1,992
5150250000	Employee Assistance PGM Fee	\$0	\$21	\$41	\$0	\$41	-\$41
5150350000	Health Insurance	\$164,000	\$5,949	\$17,848	\$0	\$17,848	\$146,152
5150400000	Life Insurance	\$0	\$20	\$60	\$0	\$60	-\$60
5150450000	Medicare Taxation	\$8,000	\$792	\$2,364	\$0	\$2,364	\$5,636
5150500000	OASDI	\$66,000	\$3,385	\$10,109	\$0	\$10,109	\$55,891
5150600000	Retirement - General	\$290,000	\$18,339	\$54,723	\$0	\$54,723	\$235,277
5150750000	Vision Care	\$1,000	\$58	\$174	\$0	\$174	\$826
5150800000	Workers' Compensation	\$20,000	\$0	\$0	\$0	\$0	\$20,000
5150800004	SCIF Allocation Cost	\$0	\$4,349	\$8,698	\$0	\$8,698	-\$8,698
5150820000	Other Post-Employment Benefits	\$31,000	\$1,903	\$5,672	\$0	\$5,672	\$25,328
5150900000	Staff Benefits - Other	\$18,000	\$770	\$2,309	\$0	\$2,309	\$15,691
PERSONAL SERVICES		\$1,707,000	\$93,404	\$274,689	\$0	\$274,689	\$1,432,311

OPERATING EXPENSES & EQUIPMENT

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5301 GENERAL EXPENSE		\$38,000	\$252	\$1,208	\$3,258	\$4,466	\$33,534
5301100003	Fingerprint Reports	\$3,000	\$147	\$147	\$0	\$147	\$2,853
5301350000	Freight and Drayage	\$0	\$0	\$33	\$1,467	\$1,500	-\$1,500
5301400000	Goods - Other	\$27,000	\$0	\$0	\$0	\$0	\$27,000
5301700000	Office Supplies - Misc	\$8,000	\$0	\$923	\$1,267	\$2,189	\$5,811
5301900000	Subscriptions	\$0	\$105	\$105	\$525	\$630	-\$630

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5302 PRINTING		\$17,000	\$0	\$0	\$4,040	\$4,040	\$12,960
5302300000	Office Copiers - Maintenance	\$0	\$0	\$0	\$4,040	\$4,040	-\$4,040
5302900000	Printing - Other	\$17,000	\$0	\$0	\$0	\$0	\$17,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5304 COMMUNICATIONS		\$13,000	\$153	\$153	\$0	\$153	\$12,847
5304100000	Cell Phones, PDAs, Pager Svcs	\$0	\$153	\$153	\$0	\$153	-\$153
5304700000	Telephone Services	\$0	\$0	\$0	\$0	\$0	-\$0
5304800000	Communications - Other	\$13,000	\$0	\$0	\$0	\$0	\$13,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5306 POSTAGE		\$20,000	\$0	\$1,186	\$0	\$1,186	\$18,814
5306600003	DCA Postage Allo	\$0	\$0	\$1,186	\$0	\$1,186	-\$1,186
5306700000	Postage - Other	\$20,000	\$0	\$0	\$0	\$0	\$20,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
53202-204 IN STATE TRAVEL		\$20,000	\$742	\$849	\$0	\$849	\$19,151
5320220000	Travel-In State-Per Diem Lodgi	\$0	\$220	\$220	\$0	\$220	-\$220
5320230000	Travel-In State-Per Diem Meals	\$0	\$122	\$122	\$0	\$122	-\$122
5320240000	Travel-In State-Per Diem Other	\$0	\$14	\$21	\$0	\$21	-\$21
5320420001	Lyft-Transportation Network Co	\$0	\$32	\$32	\$0	\$32	-\$32
5320440000	Travel - In State -Private Car	\$0	\$354	\$454	\$0	\$454	-\$454
5320490000	Travel - In State - Other	\$20,000	\$0	\$0	\$0	\$0	\$20,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5322 TRAINING		\$7,000	\$1,000	\$1,000	\$0	\$1,000	\$6,000
5322400000	Training - Tuition & Registrat	\$7,000	\$1,000	\$1,000	\$0	\$1,000	\$6,000

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Balance
5324 FACILITIES		\$171,000	\$12,071	\$35,057	\$105,218	\$140,276	\$30,724
5324100000	Facilities Maintenance Svcs	\$0	\$138	\$138	\$0	\$138	-\$138
5324250000	Facilities Planning -Gen Svcs	\$0	\$440	\$440	\$0	\$440	-\$440
5324350000	Rents and Leases	\$147,000	\$0	\$0	\$0	\$0	\$147,000
5324450000	Rent -Bldgs&Grounds(Non State)	\$24,000	\$11,493	\$34,479	\$105,107	\$139,586	-\$115,586
5324500000	Security	\$0	\$0	\$0	\$111	\$111	-\$111

5326900000	Utilities - Other	\$1,000	\$0	\$0	\$0	\$0	\$1,000
5340310000	Legal - Attorney General	\$47,000	\$12,789	\$12,789	\$0	\$12,789	\$34,211
5340320000	Office of Adminis Hearings	\$3,000	\$0	\$0	\$0	\$0	\$3,000
5340330000	Consult & Prof Svcs-Interdept	\$24,000	\$0	\$0	\$0	\$0	\$24,000
5340420000	Administrative	\$187,000	\$3,750	\$7,435	\$47,665	\$55,100	\$131,900
5340420001	Expert Examiners- Exam Process	\$25,000	\$0	\$0	\$0	\$0	\$25,000
5340480000	Health and Medical	\$0	\$0	\$0	\$1,450	\$1,450	-\$1,450
5340580000	Consult & Prof Svcs Extern Oth	\$0	\$749	\$1,498	\$5,647	\$7,145	-\$7,145
5340580001	Court Reporter Servs	\$10,000	\$0	\$0	\$0	\$0	\$10,000
5342500050	Division of Investigation DOI	\$8,000	\$2,000	\$4,000	\$0	\$4,000	\$4,000
5342500055	Consumer Client Servs Div CCSD	\$551,000	\$137,750	\$275,500	\$0	\$275,500	\$275,500
5342500090	Interagency Services	\$30,000	\$0	\$0	\$0	\$0	\$30,000
5342600000	Departmental Services - Other	\$0	\$56	\$56	\$0	\$56	-\$56
5344000000	Consolidated Data Centers	\$12,000	\$0	\$0	\$0	\$0	\$12,000
5346900000	Information Technology - Other	\$3,000	\$0	\$0	\$0	\$0	\$3,000
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		\$1,195,000	\$171,312	\$340,730	\$167,279	\$508,010	\$686,990
OVERALL TOTALS		\$2,902,000	\$264,716	\$615,419	\$167,279	\$782,698	\$2,119,302

Department of Consumer Affairs

Revenue Report

Dental Hygiene Board of California

Reporting Structure(s): 11111100 Support

Fiscal Month: 3

Fiscal Year: 2023 - 2024

Run Date: 10/16/2023

Revenue

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Delinquent Fees		\$0	\$2,720	\$9,130	-\$9,130
4121200089	3140 Delinq Ren Rdh	\$0	\$2,640	\$8,890	-\$8,890
4121200090	3140 Delinq Ren Rdhap	\$0	\$0	\$80	-\$80
4121200092	3140 Delinq Ren Rdhap Fnp	\$0	\$80	\$160	-\$160

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Regulatory Fees		\$0	\$19,129	\$81,604	-\$81,604
4129200133	3140 Duplicate License	\$0	\$300	\$1,100	-\$1,100
4129200310	3140 Citations & Fines	\$0	\$17,579	\$75,954	-\$75,954
4129200331	3140 License Certification	\$0	\$1,250	\$4,550	-\$4,550

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Regulatory License and Permits		\$0	\$12,925	\$58,968	-\$58,968
4129400243	3140 License Fee Rdhap	\$0	\$1,500	\$4,250	-\$4,250
4129400244	3140 Initial Lic Fee Rdhap Fnp	\$0	\$480	\$960	-\$960
4129400245	3140 Initial Lic 1/2 Rdhap Fnp	\$0	\$80	\$80	-\$80
4129400249	3140 App Fee Rdhap	\$0	\$600	\$1,700	-\$1,700
4129400251	3140 App Fee Rdh	\$0	\$3,100	\$13,900	-\$13,900
4129400257	3140 App Fee Rdh Original Lic	\$0	\$3,100	\$14,000	-\$14,000
4129400524	Suspended Revenue	\$0	\$1,985	\$16,158	-\$16,158
4129400627	3140 Initial Retired Lic App	\$0	\$2,080	\$7,920	-\$7,920

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Revenue		\$0	\$375	\$675	-\$675
4143500007	Misc Serv To Public Trans	\$0	\$300	\$300	-\$300
4171400001	Canceled Warrants Revenue	\$0	\$75	\$75	-\$75
4172500000	Miscellaneous Revenue	\$0	\$0	\$300	-\$300

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Renewal Fees		\$0	\$297,540	\$802,960	-\$802,960
4127400151	3140 Renewal Rdhap Fnp	\$0	\$480	\$2,240	-\$2,240
4127400155	3140 Renewal Rdh	\$0	\$291,460	\$781,780	-\$781,780
4127400156	3140 Renewal Rdhap	\$0	\$5,600	\$17,440	-\$17,440
4127400157	3140 Renewal Rdhef	\$0	\$0	\$1,500	-\$1,500
Revenue		\$0	\$332,689	\$953,337	-\$953,337

Reimbursements

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Scheduled Reimbursements		\$0	\$49	\$147	-\$147
4840000001	Fingerprint Reports	\$0	\$49	\$147	-\$147

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Unscheduled Reimbursements		\$0	\$460	\$11,624	-\$11,624
4850000005	Us Probation Monitor	\$0	\$360	\$1,800	-\$1,800
4850000009	Us Cost Recovery	\$0	\$100	\$9,824	-\$9,824
Reimbursements		\$0	\$509	\$11,771	-\$11,771

3140 - State Dental Hygiene Fund Analysis of Fund Condition
(Dollars in Thousands)
2023 Budget Act w/FM 3 Projections

Prepared 10.30.2023

	ACTUAL 2022-23	CY 2023-24	BY 2024-25	BY +1 2025-26	BY +2 2026-27
BEGINNING BALANCE					
Prior Year Adjustment	\$ 1,511	\$ 2,633	\$ 3,253	\$ 3,571	\$ 3,841
Adjusted Beginning Balance	\$ 90	\$ -	\$ -	\$ -	\$ -
	\$ 1,601	\$ 2,633	\$ 3,253	\$ 3,571	\$ 3,841
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS					
Revenues					
4121200 - Delinquent fees	\$ 43	\$ 42	\$ 42	\$ 42	\$ 42
4127400 - Renewal fees	\$ 2,801	\$ 2,810	\$ 2,810	\$ 2,810	\$ 2,810
4129200 - Other regulatory fees	\$ 201	\$ 249	\$ 249	\$ 249	\$ 249
4129400 - Other regulatory licenses and permits	\$ 242	\$ 221	\$ 221	\$ 221	\$ 221
4143500 - Miscellaneous Services to the Public	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1
4163000 - Income from surplus money investments	\$ 56	\$ -	\$ 53	\$ 57	\$ 59
4172500 - Miscellaneous revenues	\$ -	\$ 1	\$ 1	\$ 1	\$ 1
Totals, Revenues	\$ 3,344	\$ 3,324	\$ 3,377	\$ 3,381	\$ 3,383
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 3,344	\$ 3,324	\$ 3,377	\$ 3,381	\$ 3,383
TOTAL RESOURCES	\$ 4,945	\$ 5,957	\$ 6,630	\$ 6,952	\$ 7,224
Expenditures:					
1111 Department of Consumer Affairs Regulatory Boards, Bureaus, Divisions (State Operations)	\$ 2,105	\$ 2,526	\$ 2,881	\$ 2,967	\$ 3,056
9892 Supplemental Pension Payments (State Operations)	\$ 34	\$ 34	\$ 34	\$ -	\$ -
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 173	\$ 144	\$ 144	\$ 144	\$ 144
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 2,312	\$ 2,704	\$ 3,059	\$ 3,111	\$ 3,200
FUND BALANCE					
Reserve for economic uncertainties	\$ 2,633	\$ 3,253	\$ 3,571	\$ 3,841	\$ 4,023
Months in Reserve	11.7	12.8	13.8	14.4	14.7

- NOTES:**
1. Assumes workload and revenue projections are realized in BY +1 and ongoing.
 2. Expenditure growth projected at 3% beginning BY +1.
 3. Current Year 2023-24 Expenditures includes Scheduled and Unscheduled Reimbursements.



MEMORANDUM

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Anthony Lum Executive Officer
SUBJECT	FULL 8: Dental Hygiene Board of California Election of Officers.

Current Officers:

President	Dr. Carmen Dones
Vice President	Sonia "Pat" Hansen
Secretary	Naleni "Lolly" Tribble-Agarwal

Nominations for New Officers:

*Staff recommends maintaining the current slate of officers to complete the Strategic Planning process in 2024.

President	
Vice President	
Secretary	

Member	Aye	Nay	Other
Carmen Dones			
Sonia "Pat" Hansen			
Sherman King			
Michael Long			
Justin Matthews			
Sridevi Ponnala			
Naleni "Lolly" Tribble-Agarwal			
Erin Yee			

MEMORANDUM

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Anthony Lum Executive Officer
SUBJECT	FULL 9: Discussion and Possible Action to Accept Manikin-based Dental Hygiene Clinical Examinations Permanently from Board Approved Administrators to Apply Toward Licensure.

BACKGROUND

At the August 29, 2020, Dental Hygiene Board of California (Board) meeting, the Board voted to temporarily accept the manikin-based clinical examinations administered by ADEX/WREB and CRDTS due to the Coronavirus Pandemic (COVID-19) environment. The temporary acceptance of this exam was extended five times at Board meetings (March 6, 2021, July 17, 2021, March 19, 2022, July 23, 2022, and March 18, 2023) and now is set to expire on January 31, 2024. Information received from dental hygiene programs administering the exams require advanced notice of exam acceptance to enable them to arrange and schedule for future dates. The manikin-based clinical exam is an alternative method to the acceptance of the in-person, patient-based clinical examinations administered by CDCA/WREB and CRDTS; however, documentation submitted from exam administrators shows this method is widely accepted nationwide for dental hygiene licensure requirements.

STAFF RECOMMENDATION:

Effective January 1, 2024, the Board's Sunset Bill eliminated the clinical exam requirement for those CA graduates who apply for the license within 3 years of graduation. However, the Board will still need to have board-approved clinical exams in place for those who don't apply within 3 years of graduation or for any out-of-state applicants applying through the examination pathway to licensure.

Documentation submitted by exam administrators show the manikin-based dental hygiene clinical examination is accepted in most states on a permanent basis; however, CA is only accepting it temporarily.

RECOMMENDED MOTION:

Motion for the Board to permanently accept the alternative manikin-based clinical examinations administered by CDCA/WREB/CITA and CRDTS to fulfill the clinical examination requirement for licensure.



One agency. One mission. One national exam.

Hello,

We are pleased to provide you with an update for the CDCA-WREB-CITA ADEX Simulated Patient Examinations. Below you will find information documenting current policies of state boards as available.

Tables 1 and 2 provide information on the acceptance and performance of the CompeDont™. In Table 1, the first column notes states where the CompeDont™ is approved without restriction. Legislation is currently pending in a handful of states to permanently accept the ADEX Simulated Patient Examinations as administered by CDCA-WREB-CITA.

In the middle column are states that have fully approved the ADEX non patient licensure pathway currently but will need to reevaluate at a future point to extend this approval.

Candidate performance statistics on the 2022 examinations are also included herein. The CompeDont™ data is located in Table 2.

Tables 4 and 5 provide the acceptance and statistical information for the ADEX Dental Hygiene Simulated Patient examination utilizing the SimProDH™. Multiple enhancements have been developed and implemented over the last several years, providing an excellent tool to assess Dental Hygiene entry-level competency.

We are committed to the support of our Member State Boards by providing resources, periodic updates and scheduling any beneficial meeting appearances.

On behalf of all our staff, we hope the included items regarding the ADEX examinations administered by CDCA-WREB-CITA are helpful. Please let us know if we can be of further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimber Cobb".

Kimber Cobb, RDH, BS

Director, Dental Hygiene Examinations
National Director, Licensure Acceptance and Portability
443.270.4626 | kcobb@cdcawreb.org



States Accepting ADEX DH Simulated Patient Exam Long Term		States Accepting ADEX DH Simulated Patient Exam (Interim through 2023)	Legis/Rules Pending
Alabama	Nevada New	California (7/23)	Wyoming
Alaska	Jersey New	Mississippi	
Arizona	Hampshire	New York	
Arkansas	New Mexico		
Colorado	North Carolina		
Connecticut	North Dakota		
Florida	Ohio		
Georgia	Oklahoma		
Hawaii	Oregon		
Idaho	Pennsylvania		
Illinois	Rhode Island		
Indiana	South Carolina		
Iowa	South Dakota		
Kansas	Tennessee		
Kentucky	Texas		
Louisiana	Utah		
Maine	Vermont		
Maryland	Virginia		
Massachusetts	Washington		
Michigan	Washington DC		
Minnesota	West Virginia		
Missouri	Wisconsin	Non-ADEX: Nebraska	
Montana			

2022 Examination Season, ADEX Dental Hygiene Simulated Patient Examinations delivered by CDCA-WREB-CITA

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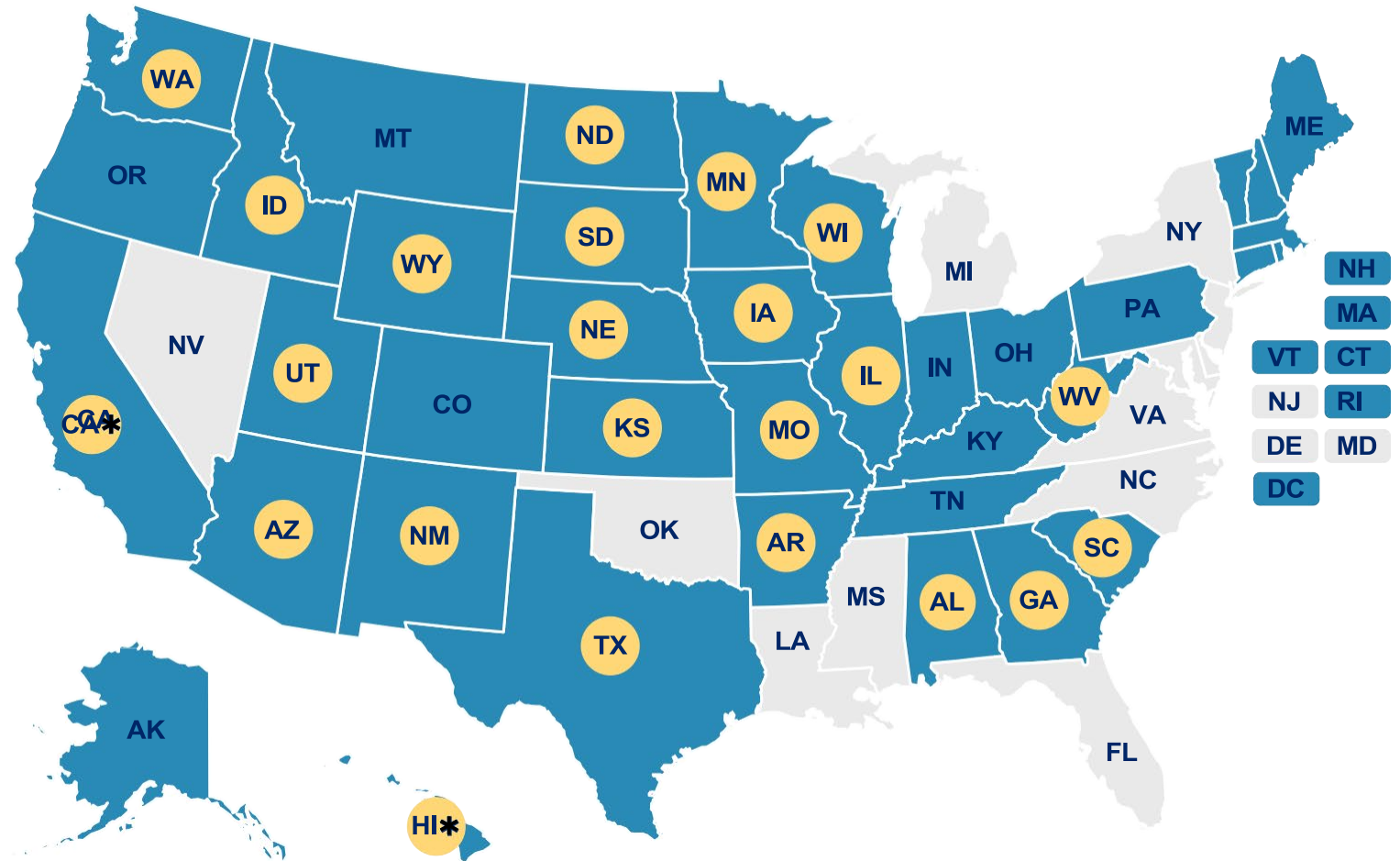
[Learn More](#)

Our Portability Map

Intended as a guide for finding licensure information, not as a definitive source for State Dental Board rules and regulations, which are subject to change. A link to each state dental board's website can be accessed by clicking on the state.

It is the responsibility of the applying candidate to confirm acceptance of the CRDTS exam and to determine whether a simulated patient

exam is acceptable and/or if any additional components are required
in a respective state.



■ States in Blue accept CRDTS exams.

* CA and HI currently accept CRDTS Dental Hygiene exam only

● States with a Gold circle are CRDTS Member States.

MEMORANDUM

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 10: Discussion and Possible Action to Approve Temporary Student Enrollment Increase at Diablo Valley College

Background:

The Diablo Valley College Dental Hygiene Educational Program (DVC) stated they submitted a “Report of a Temporary Increase in Enrollment” to the Commission on Dental Accreditation of the American Dental Association (CODA) on September 1, 2023. DVC stated: “One of our students from the class of 2023 experienced some health-related issues and was unable to complete the Fall 2022 semester.” DVC provided this report to the Board on September 1, 2023.

On September 11, 2023, the Board informed DVC if they are increasing their dental hygiene program enrollment, even temporarily, DVC must request the change and obtain approval at a noticed Board meeting before the increase may be allowed pursuant to California Code of Regulations, Title 16, section 1105.3(b)(3) which states:

- (b) An approved dental hygiene program shall not make a substantive change without prior Dental Hygiene Board approval. These changes include:
- (3) Any changes that require a report to the Commission on Dental Accreditation or equivalent accrediting body shall require approval from the Dental Hygiene Board.

On September 11, 2023, DVC requested to be placed on the Board’s November 18, 2023, meeting agenda.

On October 3, 2023, the Board requested a status update on DVC’s request to CODA.

On October 4, 2023, DVC stated they received a communication from CODA on September 7, 2023, stating the initial “Request for Enrollment Increase” was incomplete and that the report must address the 10 areas outlined in policy and guidelines for enrollment increase document for the dental hygiene discipline to be considered for review. DVC stated they resubmitted the report with the requested additional information on September 11, 2023, and provided the report to the Board on October 4, 2023.

Staff Recommendation:

Staff recommends to the Board to consider and approve the “Temporary Increase in Enrollment” requested by DVC so the student has the opportunity to complete the program.

Report of a Temporary Increase in Enrollment

Diablo Valley College Dental Hygiene Programs is submitting this report of a Temporary Increase in Enrollment for the graduating class of 2024. One of our students from the class of 2023 experienced some health related issues and was unable to complete the Fall 2022 semester. They are now able to return to complete the program increasing enrollment for the class of 2024 from 20 to 21. To accommodate this change and remain in compliance with CODA standards we are implementing the following:

Standard 3-5 The faculty to student ratios must be sufficient to ensure the development of competence and ensure the health and safety of the public.

1. In preclinical and clinical sessions, the ratio must not exceed one (1) faculty to five (5) students.

Administration has approved the addition of one faculty member in each session of our clinical course for both Fall and Spring. We are able to achieve this with a temporary increase in teaching assignment for several of our adjunct faculty. Faculty in each clinic session will be assigned to either 4 or 5 students on a rotating basis. The faculty schedule and clinical load for Fall 2023 is provided as Exhibit A.

Standard 2-5: The number of students enrolled in the program must be proportionate to the resources available.

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 local, state and federal regulations.

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.

We have 15 clinical stations in our main clinic, 4 stations in our radiology area that are equipped with dental chairs and units to facilitate patient treatment, and 4 clinical stations in our dental assisting *mini clinic*. Our dental assisting program does not use the *mini clinic* during dental hygiene clinic hours so dental hygiene will be able to utilize the space. Four students and one faculty will be assigned to the *mini clinic* each session. A map of the facility is provided as Exhibit B.

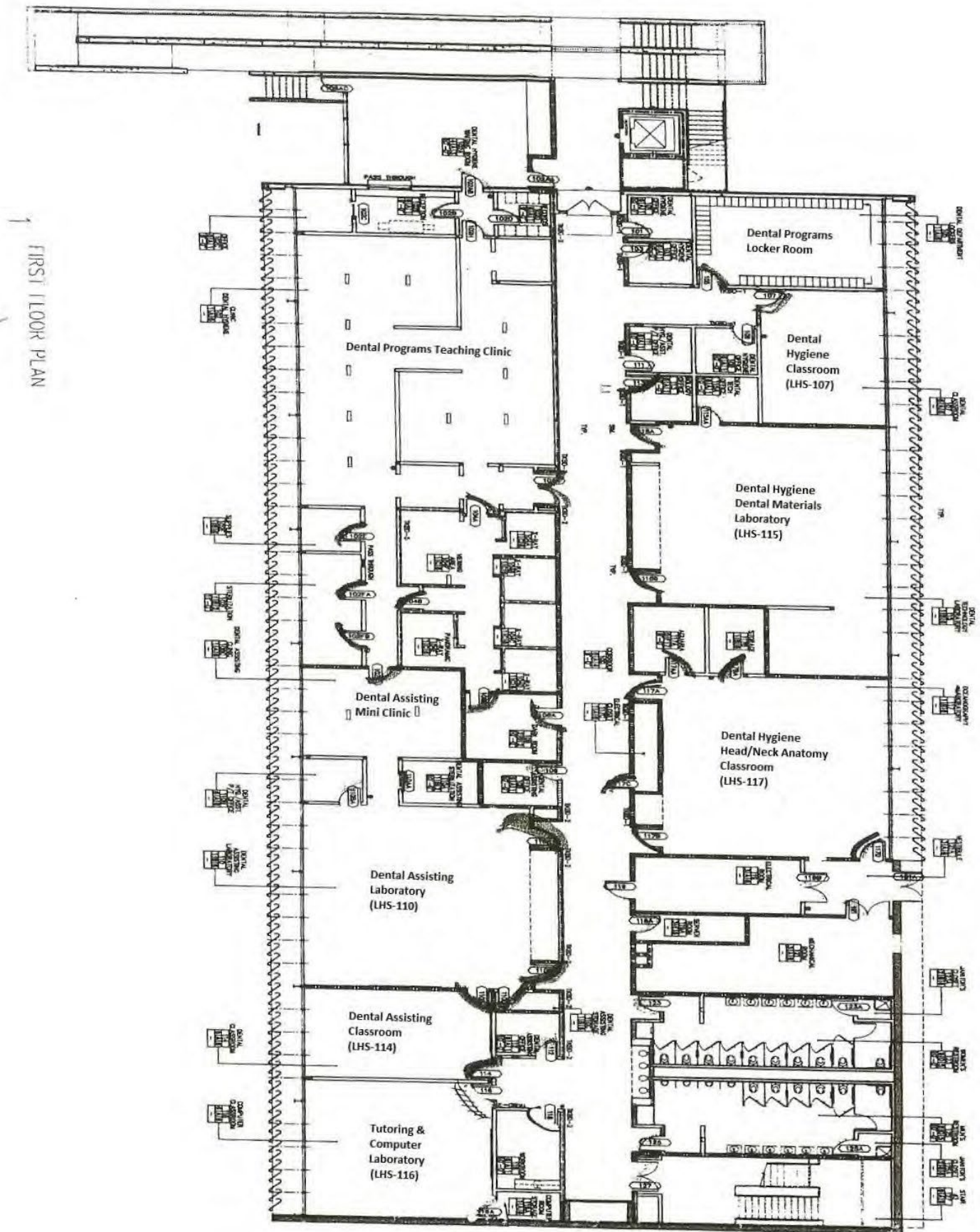
APPENDIX A

Dental Hygiene Fall 2022 Class Schedule Seniors

Tuesday	Thursday				
DENHY 230B-2425 <u>Clinical Dental Hygiene III</u> 08:00– 11:30 AM (clinic) LHS-102 <u>Instructors:</u> Mary Jean Shimane, DDS Pam Powers, RDH, MS Evangeline Ward, RDH, MS Ruth Kearn, RDHAP, MS Angeline Yamboa, RDH MPH	DENHY 230B-2425 <u>Clinical Dental Hygiene III</u> 08:00 – 11:30 AM (clinic) LHS102 <u>Instructors:</u> Susan Soderstrom, DDS, MS Pam Powers, RDH, MS Ruth Kearn, RDHAP, MS Ivette Maruri RDH, MS (OLE) Michael Vu, RDH, BS	INSTRUCTOR	HOURS/TERM	%	LOAD
		Kearn, Ruth	168	15.00%	46.67
		Shimane, Mary Jean	112	10.00%	31.11
		Vu, Michael	168	15.00%	46.67
		Soderstrom, Susan	112	10.00%	31.11
		Powers, P.	224	20.00%	62.22
		Ward, Evangeline	56	5.00%	15.56
		Maruri, Ivette	112	10.00%	31.11
		Lang, Gwen	28	2.50%	7.78
DENHY 230B-2425 <u>Clinical Dental Hygiene III</u> 01:00 – 4:30 PM (clinic) LHS-102 <u>Instructors:</u> Mary Jean Shimane, DDS Pam Powers, RDH, MS Angeline Yambao, RDH, MPH Michael Vu, RDH, BS Gwen Lang, RDH, MS	DENHY 230B-2425 <u>Clinical Dental Hygiene III</u> 01:00 – 4:30 PM (clinic) LHS-102 <u>Instructors:</u> Susan Soderstrom, DDS, MS Pam Powers, RDH, MS Ruth Kearn, RDHAP, MS Ivette Maruri RDH, MS (OLE) Michael Vu, RDH, BS	Steeb, Tonette	28	2.50%	7.78
		Yambao, Angeline	112	10.00%	31.11
		Total	1120	100.00%	311.11

Appendix B

Life Health Science Building (LHS) – First Floor Map



Report of a Temporary Increase in Enrollment

Diablo Valley College Dental Hygiene Programs is submitting this report of a Temporary Increase in Enrollment for the graduating class of 2024. One of our students from the class of 2023 experienced some health-related issues and was unable to complete the Fall 2022 semester. They are now able to return to complete their education.

1. The program plans to increase enrollment for the 2023-2024 academic year.
2. The current enrollment is 20 first-year students and 20 second-year students. The projected enrollment will be 20 first-year students and 21 second-year students.
3. The proposed increase in enrollment is temporary from August 21, 2023 to May 17, 2024.
4. We are able to maintain compliance the ratio of teaching faculty to students as outline in Standard 3-5 with a temporary assignment increase for our adjunct faculty. The faculty schedules before and after the proposed increase are provided in Exhibits A and B.
5. The schedules for all courses within the program before and after the increase are provided as Exhibits C-F.
6. No change in support staff is planned for the proposed enrollment increase. Our support staff includes one full-time laboratory coordinator who works 40 hours per week, and one part-time office assistant who works 16 to 20 hour per week. Our laboratory coordinator maintains our tracking system for the clinical processes including, appointments, billing, student requirements, client satisfaction reports, and chart audits. Additionally, the laboratory coordinator assists the program director in overseeing inventory and managing the budget, as well as hazardous waste, infection control, instrument sterilization, water testing, and other compliance related responsibilities. Our office assistant is scheduled during clinic hours and assists in preparing correspondence and management of appointments, records, and billing. This person also helps our laboratory coordinator and faculty with other administrative duties when needed.
7. Our administration approved additional financial resources to support the increased enrollment with funding for part-time faculty salaries based on the Contra Costa Community College Salary Schedule as applicable to each faculty members additional teaching assignment. The salary schedule is provided as Exhibit G.
8. Additional facility resources needed are minimal.
 - a. No additional classroom space is required. Our classroom has a capacity for 26 students.
 - b. No additional laboratory space is required. Our second-year curriculum does not include any courses that utilize laboratory space.
 - c. Our facility provides 15 clinical stations in our main clinic, four stations in our radiology area that are equipped with dental chairs and units to facilitate patient treatment, and four

clinical stations in our dental assisting *mini clinic*. Our dental assisting program does not use the *mini clinic* during dental hygiene clinic hours so our second-year dental hygiene students will be able to utilize the space. Four students and one faculty will be assigned to the *mini clinic* each session. A map of the facility is provided as Exhibit H.

- d. No additional faculty space is required. All full-time faculty are provided a private office. Part-time faculty share an office with office hours scheduled on a rotating basis. Part-time faculty also have the option to hold office hours in our Science and Health Student Center. The dental hygiene faculty office hours schedule is provided as Exhibit I to show that all faculty have adequate space to hold private conversations with students.
 - e. No additional student work/ study area, computer access, etc. is required. Our facility provides a locker room designated for dental hygiene and dental assisting students. The locker room houses a refrigerator, coffee maker, and 2 microwave ovens. There are also tables and chairs available for student use during breaks. The college also recently opened a Health and Science Student Center equipped with interactive furniture and internet access. This space was designed to provide students space to work collaboratively and to meet with tutors and instructors. There is also space available in our library designated as *quiet space* for students to work independently, as well as rooms that can be reserved to for discussion and collaborative group activities. The library is also equipped with access to computers.
9. We do not expect the temporary increase in enrollment to have a significant impact on the availability of adequate patient experiences to ensure the program's goals and objectives for training to competencies will be achieved. We currently have 1058 patients in our practice management system that our students have treated within the last 5 years. Students also recruit patients from within the college and local community as well as friends and family. We partner Dentists on Wheels, a free clinic in our county, to provide dental hygiene services in our facility for patients who receive restorative services in the Dentists on Wheels facility.. Tables of the current (past two years) and projected numbers of patients by procedure type, and recent graduates' minimum, mean, and maximum patient experiences by procedure type are provided as Exhibit J.
 10. All second-year students will continue to rotate to OLE Health, our off-site facility, 3 or 4 times each semester. Before the increase in enrollment, 5 students and 1 instructor would rotate to OLE Health each Thursday while fifteen students would gain clinical experience with 3 instructors in our campus clinic. Due to the increase in enrollment, 4 or 5 students and 1 instructor will rotate to OLE Health each Thursday while sixteen or seventeen students gain clinical experience with 4 instructors in our campus clinic. The Rotation Schedules for before and after the increase in enrollment are provided as Exhibit K.

Exhibit A: Faculty Schedule Before Increase in Enrollment

	1 st Year -SUMMER		CLOCK HOURS/ WEEK			FACULTY/STUDENT RATIO			FACULTY LEAD
			LEC.	LAB.	CLINIC	LEC.	LAB.	CLINIC	
COURSE		UNITS							
DENHY 127	Infection Control (4 Weeks)	2.50	9	6.75		1:20	1:10		Marlene Storz
		2.50							
	1st Year - FALL								
DENHY 120	Soft Skills for Dental Hygiene	1.00	1			1:20			Tonette Steeb
DENHY121A	Principles of Dental Hygiene I	3.00	3			1:20			Marlene Storz
DENHY 121B	Clinical Dental Hygiene I	2.50			9			1:5	Marlene Storz
DENHY 124	Dental Radiology	3.00	2	3		1:20			Angeline Yambao
DENHY 125	Head and Neck Anatomy, Histology & Embryology	4.00	3	3		1:20	1:20		Gwen Lang
DENHY 126	Dental Morphology	2.00	2			1:20			Evangeline Ward
		15.50							
	1st Year - SPRING								
DENHY122A	Principles of Dental Hygiene II	3.00	3			1:20			Marlene Storz
DENHY 122B	Clinical Dental Hygiene II	3.00			10.5			1:5	Marlene Storz
DENHY 123	Oral Health Care Education	2.00	2			1:20			Pamela Powers
DENHY 128	Periodontics for the Dental Hygienist	2.00	2			1:20			Marlene Storz
DENHY 131	Pain Management for the Dental Hygienist	2.00	1	3		1:20			Gwen Lang
DENHY134	Evidence Based Dentistry	1.00	1			1:20			Tonette Steeb
DENHY 135	Pharmacology for the Dental Hygienist	3.00	3			1:20			Denielle Medynski
		16.00							
	2nd Year - SUMMER								
DENHY 129	Contemporary Dental Materials for the Dental Hygienist (4 Weeks)	1.50	4.5	6.5		1:20			Angela Chen
COURSE	2nd Year - FALL								
DENHY 133	Dental Hygiene Leadership	1.00	1			1:20			Tonette Steeb
DENHY 136	Clients with Special Needs	1.00	1			1:20			Gwen Lang
DENHY 219	General and Maxillofacial Pathology	2.00	2			1:20			Denielle Medynski
DENHY 225	Community Oral Health	1.00	1			1:20			Evangeline Ward
DENHY 230A	Principles of Dental Hygiene III	3.00	3			1:20			Pamela Powers
DENHY 230B	Clinical Dental Hygiene III	4.00			14			1:5	Pamela Powers
		12.00							
COURSE	2nd Year - SPRING								
DENHY 223	Ethics and Jurisprudence and Practice Management	2.50	2.5			1:20			Kathryn Racel
DENHY 226	Community Oral Health Service Learning	2.00	1.5			1:20			Evangeline Ward
DENHY231A	Principles of Dental Hygiene IV	2.00	2			1:20			Pamela Powers
DENHY 231	Clinical Dental Hygiene IV	4.50			16			1:5	Pamela Powers
DENHY 290	Transitioning to Dental Hygiene Professional	1.00	1			1:20			Tonette Steeb
		12.00							
TOTAL		59.5							

Exhibit B: Faculty Schedule After Increase in Enrollment

	1 ST Year -SUMMER		CLOCK HOURS/ WEEK			FACULTY/STUDENT RATIO			FACULTY LEAD
			LEC.	LAB.	CLINIC	LEC.	LAB.	CLINIC	
COURSE		UNITS							
DENHY 127	Infection Control (4 Weeks)	2.50	9	6.75		1:20	1:10		Marlene Storz
		2.50							
	1st Year - FALL								
DENHY 120	Soft Skills for Dental Hygiene	1.00	1			1:20			Tonette Steeb
DENHY121A	Principles of Dental Hygiene I	3.00	3			1:20			Marlene Storz
DENHY 121B	Clinical Dental Hygiene I	2.50			9			1:5	Marlene Storz
DENHY 124	Dental Radiology	3.00	2	3		1:20			Angeline Yambao
DENHY 125	Head and Neck Anatomy, Histology & Embryology	4.00	3	3		1:20	1:20		Gwen Lang
DENHY 126	Dental Morphology	2.00	2			1:20			Evangeline Ward
		15.50							
	1st Year - SPRING								
DENHY122A	Principles of Dental Hygiene II	3.00	3			1:20			Marlene Storz
DENHY 122B	Clinical Dental Hygiene II	3.00			10.5			1:5	Marlene Storz
DENHY 123	Oral Health Care Education	2.00	2			1:20			Pamela Powers
DENHY 128	Periodontics for the Dental Hygienist	2.00	2			1:20			Marlene Storz
DENHY 131	Pain Management for the Dental Hygienist	2.00	1	3		1:20			Gwen Lang
DENHY134	Evidence Based Dentistry	1.00	1			1:20			Tonette Steeb
DENHY 135	Pharmacology for the Dental Hygienist	3.00	3			1:20			Denielle Medynski
		16.00							
	2nd Year - SUMMER								
DENHY 129	Contemporary Dental Materials for the Dental Hygienist (4 Weeks)	1.50	4.5	6.5		1:20			Angela Chen
COURSE	2nd Year - FALL								
DENHY 133	Dental Hygiene Leadership	1.00	1			1:21			Tonette Steeb
DENHY 136	Clients with Special Needs	1.00	1			1:21			Gwen Lang
DENHY 219	General and Maxillofacial Pathology	2.00	2			1:21			Denielle Medynski
DENHY 225	Community Oral Health	1.00	1			1:21			Evangeline Ward
DENHY 230A	Principles of Dental Hygiene III	3.00	3			1:21			Pamela Powers
DENHY 230B	Clinical Dental Hygiene III	4.00			14			1:4.2	Pamela Powers
		12.00							
COURSE	2nd Year - SPRING								
DENHY 223	Ethics and Jurisprudence and Practice Management	2.50	2.5			1:21			Kathryn Racel
DENHY 226	Community Oral Health Service Learning	2.00	1.5			1:21			Evangeline Ward
DENHY231A	Principles of Dental Hygiene IV	2.00	2			1:21			Pamela Powers
DENHY 231	Clinical Dental Hygiene IV	4.50			16			1:4.2	Pamela Powers
DENHY 290	Transitioning to Dental Hygiene Professional	1.00	1			1:21			Tonette Steeb
		12.00							
TOTAL		59.5							

Exhibit C: Dental Hygiene Fall 2023 Class Schedule Juniors Before and After Increase in Enrollment

Monday	Tuesday	Wednesday	Friday
DENHY 121A-2274 <u>Principles of Dental Hygiene I</u> 8:30 – 9:35 AM LHS 107 <u>Instructor:</u> Marlene Storz, RDH, MS	DENHY 125-4899 <u>Head/Neck Anatomy</u> 08:30 – 11:35 AM (Lab) LHS110 <u>Instructors:</u> Gwen Lang, RDH, MS	DENHY 124-3017 <u>Dental Radiography</u> 9:00 AM – 12:10 PM (Lab) LHS-104 <u>Instructor:</u> Evangeline Ward RDH, MS Angeline Yambao, RDH, MPH	DENHY 121A-2274 <u>Principles of Dental Hygiene I</u> 8:30 – 9:35 AM LHS 107 <u>Instructor:</u> Marlene Storz, RDH, MS
DENHY 121B-2333/2343 <u>Clinical Dental Hygiene I</u> 9:45 AM – 12:35 PM LHS-102 <u>Instructor:</u> Marlene Storz, RDH, MS Gwen Lang, RDH, MS Angeline Yambao, RDH, MPH Kathryn Racel, RDH, MS		DENHY 121B-2343 <u>Clinical Dental Hygiene I</u> 09:00 – 11:50 AM (Clinic) LHS-102 <u>Instructor:</u> Marlene Storz, RDH, MS Tonette Steeb, RDH, MSED	DENHY 121B-2333/2343 <u>Clinical Dental Hygiene I</u> 9:45 AM-12:45 PM (clinic) LHS-102 <u>Instructor:</u> Marlene Storz, RDH, MS Angela Chen, DDS Kathryn Racel RDH MS Ivette Maruri, RDH MS
DENHY 126-2797 <u>Dental Morphology</u> 1:30 – 3:35 PM LHS 107 <u>Instructors:</u> Evangeline Ward, RDH, MS	DENHY120-1613 <u>Soft Skills for Dental Hygiene</u> 12:30-1:35 PM LHS107 <u>Instructor:</u> Tonette Steeb, RDH, MSED	DENHY 121B-2333 <u>Clinical Dental Hygiene I</u> 01:30 – 4:20 PM (Clinic) LHS-102 <u>Instructor:</u> Tonette Steeb, RDH, MSED Kathryn Racel, RDH, MS	Asynchronous Online DENHY 124-3016/3017/3018/3019 <u>Dental Radiography</u> Online 28 hours <u>Instructor:</u> Angeline Yambao, RDH, MPH
DENHY 124-3016/3017/3018/3019 <u>Dental Radiography</u> 4:00 – 5:20 PM (Exams) LC202 Sept 11, Oct 2, Oct 30, Nov 20 4:00-5:50 (Final)Nov 27 <u>Instructor:</u> Angeline Yambao, RDH, MPH		DENHY 124-3016 <u>Dental Radiography</u> 1:10 – 04:20 PM (Lab) LHS-104 <u>Instructor:</u> Angeline Yambao, RDH, MPH Evangeline Ward, RDH, MS	DENHY121A-2274-4899 <u>Principles of Dental Hygiene I</u> Online 3 hours <u>Instructor:</u> Marlene Storz, RDH, MS Students Enrolled: 20 DENHY 125-4889 <u>Head/Neck Anatomy</u> Online 9 hours <u>Instructors:</u> Gwen Lang, RDH, MS

Exhibit D: Dental Hygiene Fall 2023 Class Schedule Seniors Before and After Increase in Enrollment

Before Increase in Enrollment

Monday	Tuesday	Wednesday	Thursday
DENHY133-1213 Dental Hygiene Leadership 10:00-11:05 AM LHS 107 <u>Instructors:</u> Tonette Steeb, RDH, MSED	DENHY 230B-2425 Clinical Dental Hygiene III 08:00– 11:30 AM (clinic) LHS-102 <u>Instructors:</u> Angela Chen, DDS Pam Powers, RDH, MS Evangeline Ward, RDH, MS Ruth Kearn, RDHAP, MS	DENHY 230A-2420 Principles of Dental Hygiene III 8:30 – 11:40 AM LHS 116 <u>Instructor:</u> Pam Powers, RDH, MS	DENHY 230B-2425 Clinical Dental Hygiene III 08:00 – 11:30 AM (clinic) LHS102 <u>Instructors:</u> Susan Soderstrom, DDS, MS Pam Powers, RDH, MS Ruth Kearn, RDHAP, MS Ivette Maruri RDH, MS (OLE)
DENHY 225-2804 Community Oral Health 11:30 AM – 12:35 PM LHS 107 <u>Instructor:</u> Evangeline Ward RDH, MS			
DENHY136-1216 Special Needs 1:30-3:35 PM LHS 116 <u>Instructors:</u> Gwen Lang, RDH MS This is an 8 week course: 9-18 to 11-13	DENHY 230B-2425 Clinical Dental Hygiene III 01:00 – 4:30 PM (clinic) LHS-102 <u>Instructors:</u> Angela Chen, DDS Pam Powers, RDH, MS Angeline Yambao, RDH, MPH Michael Vu, RDH, BS	DENHY 219-2798 General and Maxillofacial Pathology 2:00 – 04:05 PM LHS116 <u>Instructor:</u> Denielle Medynski, DMD	DENHY 230B-2425 Clinical Dental Hygiene III 01:00 – 4:30 PM (clinic) LHS-102 <u>Instructors:</u> Susan Soderstrom, DDS, MS Pam Powers, RDH, MS Ruth Kearn, RDHAP, MS Ivette Maruri RDH, MS (OLE)

After Increase in Enrollment

Monday	Tuesday	Wednesday	Thursday
DENHY133-1213 Dental Hygiene Leadership 10:00-11:05 AM LHS 107 <u>Instructors:</u> Tonette Steeb, RDH, MSED	DENHY 230B-2425 Clinical Dental Hygiene III 08:00– 11:30 AM (clinic) LHS-102 <u>Instructors:</u> Angela Chen, DDS Pam Powers, RDH, MS Evangeline Ward, RDH, MS Ruth Kearn, RDHAP, MS Angeline Yamboa, RDH MPH	DENHY 230A-2420 Principles of Dental Hygiene III 8:30 – 11:40 AM LHS 116 <u>Instructor:</u> Pam Powers, RDH, MS	DENHY 230B-2425 Clinical Dental Hygiene III 08:00 – 11:30 AM (clinic) LHS102 <u>Instructors:</u> Susan Soderstrom, DDS, MS Pam Powers, RDH, MS Ruth Kearn, RDHAP, MS Ivette Maruri RDH, MS (OLE) Michael Vu, RDH, BS
DENHY 225-2804 Community Oral Health 11:30 AM – 12:35 PM LHS 107 <u>Instructor:</u> Evangeline Ward RDH, MS			
DENHY136-1216 Special Needs 1:30-3:35 PM LHS 116 <u>Instructors:</u> Gwen Lang, RDH MS This is an 8 week course: 9-18 to 11-13	DENHY 230B-2425 Clinical Dental Hygiene III 01:00 – 4:30 PM (clinic) LHS-102 <u>Instructors:</u> Angela Chen, DDS Pam Powers, RDH, MS Angeline Yambao, RDH, MPH Michael Vu, RDH, BS Gwen Lang, RDH, BS	DENHY 219-2798 General and Maxillofacial Pathology 2:00 – 04:05 PM LHS116 <u>Instructor:</u> Denielle Medynski, DMD	DENHY 230B-2425 Clinical Dental Hygiene III 01:00 – 4:30 PM (clinic) LHS-102 <u>Instructors:</u> Susan Soderstrom, DDS, MS Pam Powers, RDH, MS Ruth Kearn, RDHAP, MS Ivette Maruri RDH, MS (OLE) Michael Vu, RDH, BS

Exhibit E: Dental Hygiene Spring 2024 Class Schedule Juniors Before and After Increase in Enrollment

Monday	Tuesday	Wednesday	Thursday	Friday
DENHY 131-1185 (1st Year) <u>Pain Management</u> <u>(Lecture)</u> 8:00-9:05 Room LHS-107 Gwen Lang, RDH MS	DENHY 128-1768 (1st Year) <u>Periodontics for the</u> <u>DH (Lecture)</u> 8:30 – 10:35 AM LHS-107 Marlene Storz, RDH MS	DENHY 122B <u>Clinical Dental Hygiene II</u> 8::30 – 11:45 AM Room: LHS-102 Marlene Storz, RDH MS Angela Chen, DDS Evangeline Ward, RDH MS Tonette Steeb, RDH MSEd Angeline Yambao, RDH MPH	DENHY 135-1743 (1st Year) <u>Pharmacology for the DH</u> <u>(Lecture)</u> 8:30 AM – 11:40 AM LHS-107 Denielle Medynski, DMD	DENHY 122-1146 (1st Year) <u>Clinical Dental Hygiene (Clinic)</u> 08:30 – 11:45 AM Room: LHS-102 Angela Chen, DDS Kathryn Racel, RDH MS Gwen Lang, RDH MS Marlene Storz, RDH MS
DENHY 131-1185 (1st Year) <u>Pain Management (Lab)</u> 9:15 – 12:25 AM Room LHS-102 Angela Chen, DDS Marlene Storz, RDH MS Gwen Lang, RDH MS Susan Soderstrom, DDS				
DENHY 123-1164 (1st Year) <u>Oral Health Care Ed</u> <u>(Lecture)</u> 1:30 – 3:35 PM LHS-107 Pam Powers, RDH MS	DENHY 122A <u>Clinical Dental Hygiene</u> <u>(Lecture)</u> 10:45 – 12:10 PM LHS-107 Plus 1.5 hours asynchronous Marlene Storz, RDH MS	DENHY 122B <u>Clinical Dental Hygiene II</u> 1:00 – 4:15 PM Room: LHS-102 Kathryn Racel, RDH MS Angela Chen, DDS Angeline Yambao, RDH MPH Tonette Steeb, RDH MS	DENHY134 <u>Evidence Based Dentistry</u> <u>(lecture)</u> 12:30-1:35PM PM LHS-107 Tonette Steeb, RDH MSEd	

Exhibit F: Dental Hygiene Spring 2024 Class Schedule Seniors Before and After Increase in Enrollment

Before Increase in Enrollment

Monday	Tuesday	Thursday
DENHY 231-1755 (2nd Year) <u>Principles of Dental Hygiene IV (Lecture)</u> 8:00AM – 10:05 AM LHS 116 Pam Powers, RDH MS	DENHY 231-1755 (2nd Year) <u>Clinical Dental Hygiene IV(Clinic)</u> 8:00 – 12:00 PM Room: LHS-102 Pam Powers, RDH, MS Angela Chen, DDS Evangeline Ward, RDH MS Gwen Lang, RDH MS	DENHY 231-1755 (2nd Year) <u>Clinical Dental Hygiene IV (Clinic)</u> 8:00 – 12:00 PM Room: LHS-102 Pam Powers, RDH MS Susan Soderstrom, DDS Ruth Kearn, RDH MS Ivette Maruri, RDH MS (OLE)
DENHY 290-3365 (2nd Year) <u>Transitioning to Dental Hygiene Professional</u> 10:15-11:20 AM LHS 116 Tonette Steeb, RDH, MSED		
DENHY 226-5754 (2nd Year) <u>Community Oral Health</u> 11:30 -1:35 PM LHS 116 Plus 30 hours of outreach Evangeline Ward, RDH MS	DENHY 231-1755 (2nd Year) <u>Clinical Dental Hygiene IV(Clinic)</u> 1:00 – 5:00 PM Room: LHS-102 Pam Powers, RDH Angela Chen, DDS Evangeline Ward, RDH MS Angeline Yambao, RDH MPH	DENHY 231-1755 (2nd Year) <u>Clinical Dental Hygiene IV(Clinic)</u> 1:00 – 5:00 PM. Room: LHS-102 Pam Powers, DRH MS Susan Soderstrom, DDS Ivette Maruri, RDH MS (OLE) Ruth Kearn, RDHAP MS
DENHY 223-1751 (2nd Year) <u>Ethics, Jurisprudence, and Practice Management (Lecture)</u> 2:30-5:10 PM LHS-116 Kathryn Racel, RDH MS		

After Increase in Enrollment

Monday	Tuesday	Thursday
DENHY 231-1755 (2nd Year) <u>Principles of Dental Hygiene IV (Lecture)</u> 8:00AM – 10:05 AM LHS 116 Pam Powers, RDH MS	DENHY 231-1755 (2nd Year) <u>Clinical Dental Hygiene IV(Clinic)</u> 08:00 – 12:00 PM Room: LHS-102 Pam Powers, RDH, MS Angela Chen, DDS Evangeline Ward, RDH MS Michael Vu, RDH, BS Angeline Yambao, RDH MPH	DENHY 231-1755 (2nd Year) <u>Clinical Dental Hygiene IV (Clinic)</u> 8:00 – 12:00 PM Room: LHS-102 Pam Powers, RDH MS Susan Soderstrom, DDS Ruth Kearn, RDH MS Ivette Maruri, RDH MS (OLE) Gwen Lang, RDH MS
DENHY 290-3365 (2nd Year) <u>Transitioning to Dental Hygiene Professional</u> 10:15-11:20 AM LHS 116 Tonette Steeb, RDH, MSED		
DENHY 226-5754 (2nd Year) <u>Community Oral Health</u> 11:30 -1:35 PM LHS 116 Plus 30 hours of outreach Evangeline Ward, RDH MS	DENHY 231-1755 (2nd Year) <u>Clinical Dental Hygiene IV(Clinic)</u> 1:00 – 5:00 PM Room: LHS-102 Pam Powers, RDH Angela Chen, DDS Evangeline Ward, RDH MS Michael Vu, RDH BS Angeline Yambao, RDH MPH	DENHY 231-1755 (2nd Year) <u>Clinical Dental Hygiene IV(Clinic)</u> 1:00 – 5:00 PM. Room: LHS-102 Pam Powers, DRH MS Susan Soderstrom, DDS Ivette Maruri, RDH MS (OLE) Ruth Kearn, RDHAP MS Michael Vu, RDH BS
DENHY 223-1751 (2nd Year) <u>Ethics, Jurisprudence, and Practice Management (Lecture)</u> 2:30-5:10 PM LHS-116 Kathryn Racel, RDH MS		

Exhibit G : Salary Schedule

Appendix B - 2

Contra Costa Community College District 2022 - 2023 SALARY SCHEDULE INSTRUCTIONS FOR TEMPORARY (PART-TIME) FACULTY Appendix B - 2							
	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7
	BA	BA+15	BA+30	BA+45	BA+60	BA+75	BA+90
STEP			MA	MA+15	MA+30	MA+45	MA+60
							DOCTORATE
1	\$73.08	\$76.69	\$80.46	\$82.42	\$86.06	\$89.61	\$93.27
2	\$73.08	\$76.69	\$80.46	\$82.42	\$86.06	\$89.61	\$93.27
3	\$73.08	\$76.69	\$80.46	\$82.42	\$86.06	\$89.61	\$93.27
4	\$75.96	\$79.69	\$83.29	\$85.26	\$88.76	\$92.41	\$96.00
5	\$79.69	\$83.29	\$86.96	\$88.76	\$92.41	\$96.00	\$99.63
6	\$83.29	\$86.96	\$90.53	\$92.41	\$96.00	\$99.63	\$103.30
7	\$86.96	\$90.53	\$94.24	\$96.00	\$99.63	\$103.30	\$106.78
8	\$90.53	\$94.24	\$97.93	\$99.63	\$103.30	\$106.78	\$110.36
9	\$94.24	\$97.93	\$101.61	\$103.30	\$106.78	\$110.36	\$113.98
10	\$0.00	\$99.63	\$103.30	\$106.78	\$110.36	\$113.98	\$117.61
11	\$0.00	\$0.00	\$106.78	\$110.36	\$113.98	\$117.61	\$121.04
12	\$0.00	\$0.00	\$0.00	\$113.98	\$117.61	\$121.04	\$124.66
13	\$0.00	\$0.00	\$0.00	\$0.00	\$121.04	\$124.66	\$128.32
14	\$0.00	\$0.00	\$0.00	\$0.00	\$121.04	\$124.66	\$128.32
15	\$0.00	\$0.00	\$0.00	\$0.00	\$121.04	\$124.66	\$128.32
16	\$0.00	\$0.00	\$0.00	\$0.00	\$124.66	\$128.32	\$131.77
17	\$0.00	\$0.00	\$0.00	\$0.00	\$124.66	\$128.32	\$131.77
18	\$0.00	\$0.00	\$0.00	\$0.00	\$124.66	\$128.32	\$131.77
19	\$0.00	\$0.00	\$0.00	\$0.00	\$128.32	\$131.77	\$135.47
20	\$0.00	\$0.00	\$0.00	\$0.00	\$128.32	\$131.77	\$135.47
21	\$0.00	\$0.00	\$0.00	\$0.00	\$128.32	\$131.77	\$135.47
22	\$0.00	\$0.00	\$0.00	\$0.00	\$131.77	\$135.47	\$139.08
23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

The hourly rate for regular academic personnel will be determined by their class and step placement on the Faculty Salary Schedule.

The rate of temporary (part-time) academic personnel will be determined by placing them on the Faculty Salary Schedule in accordance with their educational preparation and experience, up to a maximum original placement at Class 7, Step 11. Full-time related work experience may be substituted by temporary (part-time) personnel with an AA degree teaching in non-masters disciplines for original class placement purposes on the basis of three years experience for each class (Appendix D-2).

Any person who elects not to be placed on the schedule shall be paid at the rate of Class 1, Step 1.

Exhibit H

Life Health Science Building (LHS) – First Floor Map

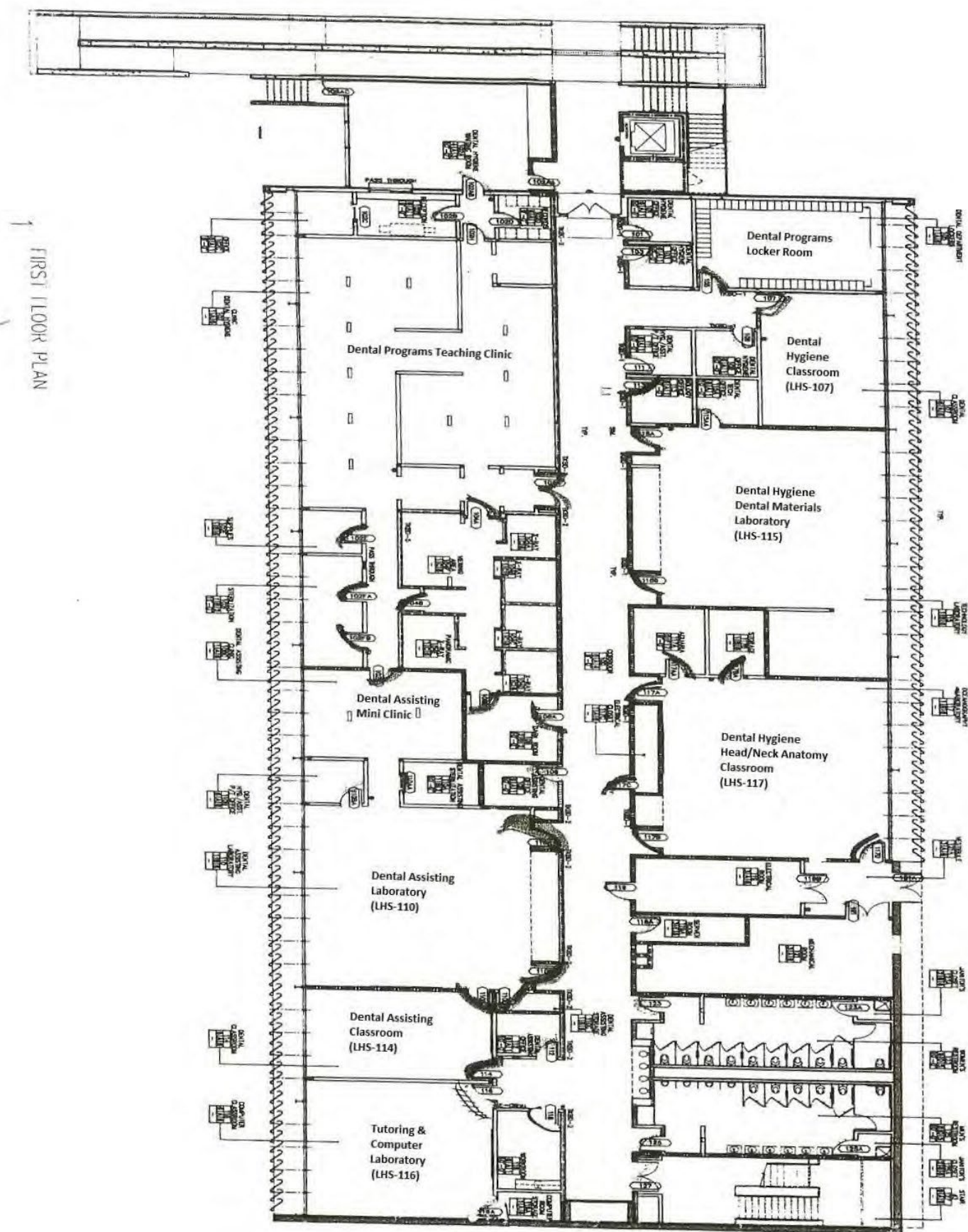


Exhibit I: Dental Hygiene Faculty Office Hours Fall 2023

Instructor	Monday	Tuesday	Wednesday	Thursday	Friday
Angela Chen			8:00-8:30AM LHS 102 3:40-4:10PM LHS 110		8:45-9:45 AM LHS102
Ruth Kearn		7:30-8:00 AM LHS 102		7:30-8:00 AM LSH 102	
Gwen Lang	9:15-9:45 AM LHS101 12:35-1:35 PM LHS101	8:00-8:30 AM LHS 101 11:30 AM-12:30 PM LHS101			
Ivette Maruri				4:30-5:00 PM OLE	12:35-1:05 PM LHS 102
Denielle Medynski			1:30-2:00 PM LHS 101		
Pamela Powers		7:30-8:00 AM LHS 103 4:30-5:00 PM LHS 103	8:00-8:30 AM LHS 103 11:40 AM-12:40 PM LHS 103	7:30-8:00 AM LHS 103 4:30-5:00 PM LHS 103	
Kathryn Racel	12:35-1:05 PM LHS102		1:00-1:30 PM LHS 102		
Susan Soderstrom				11:30 AM-12:30 PM LHS 102	
Marlene Storz	12:35-1:05 PM LHS111		8:00-9:00 AM LHS 111		12:35-1:05 PM LHS 111
Tonette Steeb	12:30-1:30 PM LSH 108	1:35-2:05 PM LHS 108	11:50 AM-12:20 PM LHS 102		
Michael Vu		12:30-1:00 PM LHS 102		12:30-1:00 PM LHS 102	
Evangeline Ward	12:35-1:35 PM LSH 109 5:20-5:50 PM LHS 109	7:30-8:00 AM LHS 102	8:00-9:00 AM LHS 109		12:35-1:05 PM LHS 104
Angeline Yambao	12:35-1:05 PM Zoom	11:30 AM-12:30PM LHS 102	7:45-9:00 AM LHS 104 12:10-12:25 PM LHS 104		

Exhibit J: Clinical Patient Experience

2nd Year Patient Experiences by Procedure Type

Procedure	2021 2022	2020 2023	Projected 2023 2024
Radiographs (FMX)			
Prophylaxis	103	106	115
Perio Maintenance	185	197	205
NSPT	99	79	95
NSPT Re eval	59	56	60
Child Prophylaxis	85	78	82
Sealant (per tooth)	392	352	370

- Each patient is only counted 1 time regardless of how many appointments it too to complete the procedure.

2nd Year Student Minimum, Maximum, and Mean Patient Experiences by Procedure Type

Procedure	Minimum	Maximum	Mean
Radiographs	4	10	
Prophylaxis	4	12	5.3
Perio Maintenance	7	16	9.85
NSPT	3	5	4
NSPT Re eval	2	4	3
Child Prophylaxis	2	7	3.9
Sealant (per tooth)	10	35	17.6

- Each patient is only counted 1 time regardless of how many appointments it too to complete the procedure.

Exhibit K: OLE Rotation Schedule Before and After Increase in Enrollment

Before Increase

After Increase

Fall	Student #						Student #				
Week 1	23	29	31	37	39		7	23	29	37	39
Week 2	23	29	31	37	39		7	23	29	37	39
Week 3	23	29	31	37	39		7	23	29	37	39
Week 4	23	29	31	37	39		15	32	34	38	
Week 5	15	28	32	34	38		15	32	34	38	
Week 6	15	28	32	34	38		15	32	34	38	
Week 7	15	28	32	34	38		21	30	33	40	
Week 8	15	28	32	34	38		21	30	33	40	
Week 9	21	27	30	33	40		21	30	33	40	
Week 10	21	27	30	33	40		22	24	35	36	
Week 11	21	27	30	33	40		22	24	35	36	
Week 12	21	27	30	33	40		22	24	35	36	
Week 13	22	24	26	35	36		26	27	28	31	
Week 14	Thanksgiving						Thanksgiving				
Week 15	22	24	26	35	36		26	27	28	31	
Week 16	22	24	26	35	36		26	27	28	31	
Spring											
Week 1	15	28	32	34	38		15	31	32	34	38
Week 2	15	28	32	34	38		15	31	32	34	38
Week 3	15	28	32	34	38		15	31	32	34	38
Week 4	15	28	32	34	38		15	31	32	34	38
Week 5	22	24	26	35	36		7	23	29	37	
Week 6	22	24	26	35	36		7	23	29	37	
Week 7	22	24	26	35	36		7	23	29	37	
Week 8	22	24	26	35	36		22	24	26	35	
	Spring Break						Spring Break				
Week 9	23	29	31	37	39		22	24	26	35	
Week 10	23	29	31	37	39		22	24	26	35	
Week 11	23	29	31	37	39		27	39	36	40	
Week 12	23	29	31	37	39		27	39	36	40	
Week 13	21	27	30	33	40		27	39	36	40	
Week 14	21	27	30	33	40		21	28	30	33	
Week 15	21	27	30	33	40		21	28	30	33	
Week 16	21	27	30	33	40		21	28	30	33	



MEMORANDUM

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 11: Discussion and Possible Action to Approve Expansion of Clinical Facilities at Concord Career College – San Diego.

Background:

On October 27, 2023, the Concorde Career College – San Diego Dental Hygiene Educational Program (CCC-SD) submitted a “Report of Major Changes,” including a narrative explanation and supporting documentation, requesting the Board to review and approve a permanent increase in the maximum enrollment capacity to their dental hygiene program from 24 to 32 students for the CCC-SD program beginning after April 22, 2024.

CCC-SD 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 many dental hygienists choosing not to return to the profession, the situation is likely to worsen.”

CCC-SD detailed construction to increase facilities is to begin in December 2023 and finish by April 22, 2024. The campus will increase the number of patient operatories from 12 to 16 in the dental hygiene clinic to accommodate the increased enrollment, as well as the dental materials lab will increase and be equipped with 32 stations. Additionally, with the increased student enrollment, CCC-SD will add more faculty and assignment hours in each lab and clinic session.

Staff Recommendation:

Staff recommends for the Board to consider and approve the Clinical Facilities increase request by CCC-SD.



October 27, 2023

Adina A. Pineschi-Petty, DDS
Education, Legislative, and Regulatory Specialist
Dental Hygiene Board of California
2005 Evergreen Street, Suite 1350
Sacramento, CA 95815

Dear Dr. Petty,

Concorde Career College – San Diego would like to submit a Report of Major Changes for the Board's review. This report requests a 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.

This request was also submitted to CODA for review at the Winter 2024 Commission meeting.

If additional information is needed, I can be reached at 619-220-4177 or via email at KPennington@Concorde.edu.

Sincerely,

Kimberly Pennington, RDH, BSDH, MEd

Kimberly Pennington, RDH, BSDH, MEd
Dental Hygiene Program Director



Description of the Change:

Permanent Increase in Enrollment: Concorde Career College- San Diego is requesting a permanent increase in enrollment of 8 students beginning with the April 2024 start. The program at Concorde Career College – San Diego 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 April 22, 2024.

Relevant Documentation: Construction will begin December 2023 to expand the clinical and Materials Lab space. The campus will increase the number of patients operatories from 12 to 16 in the dental hygiene clinic to accommodate the increased enrollment. The dental materials lab will increase in size and will be equipped with 32 stations. The anticipated expansion date is April 22, 2024.

Exhibit A: Dental Hygiene Clinic and Materials 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 (radiology) rooms 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 radiology room will be added, and the group will be 16 students per session. We will be adding one additional instructor. Our ratio will remain 1:4 totaling, totaling 2 lab sessions of 16 students each with 4 instructors. This will add an additional 9 hours of instructor assignment time (90 hours per 10-week term).
- DHCA1411 - Pre-clinic I 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. This will add an additional 16 hours of instructor assignment per week (160 hours per 10-week term).
- DHCA 1405- 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. This will add an additional hours of instructor assignment (160 hours per 10-week term).
- DH104 – Dental Materials lab – The new facilities plan includes a larger materials lab with 32 stations. 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, which is an increase of 3 hours per week (30 hours per 10-week term).
- DHCA 2502 Local Anesthesia Lab- Currently utilizes 5 dental hygiene faculty and one DDS for 24 students. With the increase 2 additional dental hygiene faculty will be added to each lab session for a total of 7 instructors per 32 students exceeding the 1:5 ratio plus the supervising dentist. (160 hours per 10 weeks).
- DHCA 2502 – Clinic II - currently utilizes 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 16 students), exceeding the 1:5 standard. This will increase the instructor assignment by 16 hours weekly (160 per 10-week term).
- DHCA2503 – Clinic III currently utilizes 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 16 students), exceeding the 1:5 standard. This will increase the instructor assignment by 33 hours weekly (330 hours per 10-week term).

- DH2604 – Clinic IV currently utilizes one DDS and 3 dental hygiene faculty in each clinic session of 12 students. With the increase, 2 additional dental hygiene faculty will be added to each session (4 instructors per 16 students), exceeding the 1:5 standard. This will increase the instructor assignment by 63 hours weekly (360 hours per 10-week term).
- DH2505 – Clinic V currently utilizes 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 16 students), exceeding the 1:5 standard. This will increase the instructor assignment by 30 hours weekly (300 hours per 10-week term).

Concorde Career College – San Diego 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.

In order to fill the additional 1720 hours of instructor time per cohort assignment, 2-3 part-time clinical instructors will be hired to maintain 1:5 ratio. It is the program's expectation to have the faculty hired by May 2024, which will allow for time to train the new faculty prior to Term 4, which is our first Dental Hygiene specific course.

Exhibit B: Term Calendars with Instructor Assignments

In our metropolitan and surrounding areas the need for registered dental hygienists has continued to increased and has been exacerbated by the COVID- 19 pandemic. 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 2021, there were 82 graduates from the 2 dental hygiene programs in the San Diego Metropolitan area. From September 2022-September 2023 there were 119 open positions with an expected growth of over 25% in the next 10 years.

Exhibit C: Market Research Data

Program Advisory Committee unanimously was positive and supported the expansion of the program.

Exhibit D: April - Program Advisory Committee Meeting Minutes

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

Exhibit E: Proforma Financial Statement

The program does not have any concern regarding patient availability to meet graduation requirements. Students are required to provide their own patients to complete patient requirements. Because one patient can satisfy multiple patient requirements, in 2021 students had approximately 720 patients available to meet expectations. In 2022, students had approximately 720 patients available to meet expectations. For 2023, our students will treat approximately 1500 patients. With the increase in maximum capacity, 2024



will require approximately 750 patients to meet expectations. Students need 23 patients to meet the minimum patient requirements. On average, our students treat 27 patients and the maximum is 30. Our program long and individual course requirements are below.

DHCA 2503 Term VII/ Clinical Assessments and Competencies:

Assessments:

Case Presentation (stage I or above)
4 FMX: 1 film/3 digital
1 Vertical BWX
1 Pano

Competencies

Case Presentation AAP Perio-Stage I or above
Adult Patient Competency Gingivitis-Stage I/Light
Light* is defined by the following
>15 total submarginal deposits in the mouth with a minimum of 4 on molars

DHCA2604 /Term VIII Clinical Assessments and Competencies:

Assessments:

Radiographs
1 Vertical BWX
4 FMX: 1 film/3 digital
1 Pano

Competencies

Ultrasonic Instrumentation
Blended Hand Instrumentation
Full Mouth Radiographs
Adult Perio Patient Competency Stage I-II/ Moderate Calculus
Moderate* is defined by the following:
5 moderate submarginal deposits per quadrant, with 2 on molars; or 20 total deposits in mouth, with a minimum of 8 on molars.

DHCA2505 /Term IX Clinical Assessments and Competencies:

Assessments:

Radiographs
4 FMX: 1 film/3 digital
1 Vertical BWX
1 Horizontal BWX

Competencies:

Adult Perio Patient Competency Stage II-III Moderate-Heavy
Moderate-Heavy* is defined by the following:
5 heavy* submarginal deposits per quadrant, with 2 on molars; or 20 total deposits in mouth, with a minimum of 8 on molars

Program Long Clinical Competencies

Patient Population Types – minimum of two of each of the following:



Pedo 3-12*/ Adolescent 13-19/ Geriatric (60+) / Special Needs (as defined by CODA) students must complete 1 of each patient population before proceeding to the competency.

Local Anesthesia Injections

A minimum of two of the following Incisive/Mental (1 each before comp eval)

A minimum of four of the following: AMSA /Supra-periosteal /NP/GP (3 each before comp eval)

A minimum of ten of the following: IA /ASA /MSA /PSA 3 each before comp eval)

Nitrous Oxide Analgesia –

A minimum of three experiences (2 before comp eval)

Gingival Curettage A minimum of three experiences (2 before comp eval)

Concorde Career College-Dental Hygiene

General Education Term 67

Hour	Monday	Tue	Wed	Thur	Friday	Hour
	Term 1	Term 1	Term 1	Term 1	Term 1	
7:00						7:00
7:30						7:30
8:00		BIOL 1431 Microbiology Lecture 8-12:30-pm 4.5 hours Instructor 1 Ratio 1:32	MATH 1320 Algebra Lecture 4.5 hours Instructor 1 Ratio 1:32 ONLINE	PSYC 1310 Lecture 4.5 hours Instructor 1 Ratio 1:32 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 1:32				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 Education Term 68

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 1:32	SOCI 1310 Lecture Instructor 1 Ratio 1:32 ONLINE	CHEM 1411 General & Inorganic Chemistry Lecture 8-12:30-pm 4.5 hours Instructor 1 Ratio 1:32		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 1:32		CHEM 1411 General & Inorganic Chemistry Wet Lab 1:30- 4:30-pm 3 hours Instructor 1 Ratio 1:32		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 Education Term 69

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 1:32	COMM 1310 Lecture Instructor 1 Ratio 1:32 ONLINE	CHEM 1421 Organic Chemistry & Biochemistry Lecture 8-12:30-pm 4.5 hours Instructor 1 Ratio 1:32		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 1:32		CHEM 1421 Organic Chemistry & Biochemistry Wet Lab 1:30-4:30-pm 3 hours Instructor 1 Ratio 1:32		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 Clinic A/B 7:30-1:30 6 Hours	DHCA1401 Radiography Lecture 8-12:30pm	DHCA 2503 Dent Hyg III Clinic A 7:30-1:30 6 Hours		DHCA 2503 Dent Hyg III Clinic B 7:30-1:30 6 Hours		DH 224 PUBLIC HEALTH Lecture 8-11 am 3 Hours Instructor 1 Ratio 1:32	DH CA1401 LAB A Radiography 7:30- 12:00 4.5 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Students 16 Ratio 1:5	DH 224 PUBLIC HEALTH 8-9:30 1.5 Hours Instructor 1 Ratio 1:32	DH CA1401 LAB A Radiography 7:30- 12:00 4.5 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Students 16 Ratio 1:5	7:30
8:00											8:00
8:30											8:30
9:00	Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1	4.5 Hours Instructor 1 Ratio 1:32	Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1		Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1						9:00
9:30											9:30
10:00	Students 16 Ratio 1:5		Students 16 Ratio 1:5	DHCA1203 Tooth Morph Lecture 10- 1 pm 3 Hours Instructor 1 Ratio 1:32	Student s 16 Ratio 1:5	DH1411 PreClinic I Lecture 10-1pm 3 Hours Instructor 1 Ratio 1:32			DH 206 Pharmacology Lecture 10-12pm 2 Hours Instructor 1 Ratio 1:32		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											1:30
2:00	DHCA 2503 Lab 2-5pm 3 hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Inst. 5 Inst. 6 Inst. 7 Students 32 Ratio 1:5		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 1:32	DHCA 2503 Dent Hyg III Clinic A 2-8pm 6 Hours	DH 110 Embryo/Hist Lecture 2-4:30 2 Hours Instructor 1 Ratio 1:32	DHCA 2503 Lecture 2:30-5:30 3 Hours Instructor 1 Ratio 1:32	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 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 32 Ratio 1:5	2:00
2:30											2:30
3:00											3:00
3:30			Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1		Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1						3:30
4:00											4:00
4:30											4:30
5:00			Students 16 Ratio 1:5		Students 16 Ratio 1:5						5:00
5:30											5:30
6:00											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		DHCA 2604 Dent Hyg IV Clinic B 7:30-1:30 6 Hours				DHCA 2604 Dent Hyg IV Clinic A 7:30-1:30 6 Hours				7:30
8:00					DHCA 2604 DH IV Lecture 8:00 - 10:30 2.5 Hours Instructor 1 Ratio 1:32	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		DH 140 Process of Care Lecture 8:00 - 9:30 1.5 Hours Instructor 1 Ratio 1:32	DHCA 2604 DH V Lecture 8:00 - 10:00 2 Hours Instructor 1 Ration 1:32	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 32 Ratio 1:5	8:00
8:30											8:30
9:00	Inst. 1		Inst. 1				Inst. 1				9:00
9:30	Inst. 2		Inst. 2				Inst. 2				9:30
10:00	Inst. 3		Inst. 3				Inst. 3				10:00
10:30	Inst. 4		Inst. 4				Inst. 4				10:30
11:00	DDS 1		DDS 1				DDS 1				11:00
11:30	Students 16 Ratio 1:5	DHCA 1307 Pathology Lecture 10:30-1:00 2.5 Hours Instructor 1 Ratio 1:32	Students 16 Ratio 1:5	DHCA 1405 Pre- ClinicII lecture 10:00- 1:00 3 Hours Instructor 1 Ratio 1:32			Students 16 Ratio 1:5	DHCA 1307 Pathology lecture 10:30 - 12:30 2 Hours Instructor 1 Ratio 1:32	DH 209 Nutrition Lecture 10:30-12:30 2 Hours Instructor 1 Ratio 1:32		11:30
12:00											12:00
12:30											12:30
1:00											1:00
1:30											1:30
2:00	DHCA 2604 Lab 1.5hrs 2:30- 4 0pm	DHCA 1208 H &N Anatomy Lecture 2:00-4:00 2 Hours Instructor Ratio 1:32	DHCA 2604 Dent Hyg IV Clinic A 2- 8pm 6 Hours	DHCA 1208 H &N Anatomy Lecture 2:00-4:00 2 Hours Instructor Ratio 1:32			DHCA 2604 Dent Hyg IV Clinic B 2- 8pm 6 Hours				2:00
2:30											2:30
3:00	Inst. 1		Inst. 1				Inst. 1				3:00
3:30	Inst. 2		Inst. 2				Inst. 2				3:30
4:00	Inst. 3		Inst. 3				Inst. 3				4:00
4:30	Inst. 4		Inst. 4				Inst. 4				4:30
5:00	Inst. 5		Inst. 5				Inst. 5				5:00
5:30	Inst. 6		Inst. 6				Inst. 6				5:30
6:00	Inst. 7		Inst. 7				Inst. 7				6:00
6:30	Students; 32 ratio1:5		Students 16 Ratio 1:5				Students 16 Ratio 1:5				6:30
7:00											7:00
7:30											7:30
8:00											8:00
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	Clinic A			DHCA 2502 Clinic A	DHCA 2505 Clinic B			DHCA 2502 Clinic B	DHCA 2505 Clinic		7:30
8:00				4 Hours	6 Hours			4 Hours		DHCA 1101 Med Emerg. Lecture 8-9:30 1.5 hours Instructor 1	8:00
8:30				Inst. 1	Inst. 1			Inst. 1			8:30
9:00	Inst. 1								Inst. 3 Inst. 4 DDS 1		9:00
9:30				Inst. 4 DDS 1	Inst. 4 DDS 1						9:30
10:00	Students 16 Ratio 1:5		DHCA 2505 DH V Lecture 10-12 2 hours Instructor 1 Ratio 1:32	Students 16 Ratio 1:5	Students 16 Ratio 1:5		Ratio 1:32	Students 16 Ratio 1:5	Students 16 Ratio 1:5	DH 206 Cultural Div. Lecture 10-11:30 2 hours Instructor 1	10:00
10:30											10:30
11:00		DHCA 2502 Anesthesia Lecture 11-1 2 hours Instructor 1 Ratio 1:32				DHCA 2502 Anesthesia Lecture 11-1 2 hours Instructor 1 Ratio 1:32					11:00
11:30											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 1:32	Inst. 1 Inst. 2 Inst. 3 Inst. 4 Inst. 5 Inst. 6 Inst. 7 / DDS 1			DH 207 Seminar Lecture 12-3 3 hours Instructor 1 Ratio 1:32	DHCA 2502 DH II LAB 12-4pm 4 Hours Inst. 1 Inst. 2 Inst. 3 Inst. 4 Inst. 5 Inst. 6 Inst. 7 / DDS 1 Students 32 Ratio 1:5			12:30
1:00											1:00
1:30											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 1:32			DHCA 2505 Clinic A 2:00-8:00pm 6 Hours	DH 203 Periodontology Lecture 2-4:30 2 hours Instructor 1 Ratio 1:32					2:00
2:30											2:30
3:00	Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1				Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1						3:00
3:30											3:30
4:00											4:00
4:30				DHCA 2502 Clinic B 4:30-8:30 4 Hours	Students 16 Ratio 1:5						4:30
5:00	Students 16 Ratio 1:5										5:00
5:30											5:30
6:00				Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1				Inst. 1 Inst. 2 Inst. 3 Inst. 4 DDS 1			6:00
6:30											6:30
7:00											7:00
7:30				Students 16 Ratio 1:5				Students 16 Ratio 1:5			7:30
8:00											8:00
8:30											8:30

Program Overview

Dental Hygiene/Hygienist

Lightcast Q3 2023 Data Set

October 2023



6701 W. 64th St. Ste. 200
Overland Park, KS 66202

Program Rationale

Concorde Career Colleges, Inc. operates 16 proprietary post-secondary institutions in eight states and offers diploma, associate, and bachelor degree programs in healthcare-related fields. As Concorde continues to expand its programmatic offerings in healthcare-related occupations, the expansion of the dental hygiene program is a natural fit with our mission and values. Concorde subscribes to Economic Modeling Specialists International (EMSI) to provide empirical research data regarding program viability. EMSI consolidates data from over 90 different national, state, and local market sources to provide insight into post-secondary programs in areas such as long-range projected job growth, current and historical educational completions, competitor institutions, wages, and job posting analytics. Per EMSI data, currently, the supply of graduates in this program is lower than expected annual job openings (newly created jobs plus replacements). Using the most recent available U.S. Department of Education completion data, there were 82 dental hygiene graduates within a 75-mile radius of the San Diego Metropolitan Statistical Area (MSA) in 2021. Over the next 10 years, there are forecasted to be 534 average annual openings for dental hygienists in the same area (based on new job creation as well as replacement of those who retire, move out of the area, etc.) The expected growth rate of dental hygiene is 25.3% over the next 10 years in this market area. An advisory committee was assembled and the results of that meeting identified a need for the expansion of a dental hygiene program in the area. Members shared difficulty in hiring trained dental hygienists in the area. The following is the full EMSI Program Overview.

Parameters

Completions Year: 2021

Jobs Timeframe: 2022 - 2032

Job Postings Timeframe: Sep 2022 - Sep 2023

Programs:

Code	Description
51.0602	Dental Hygiene/Hygienist

Regions:

Code	Description	Code	Description
6025	Imperial County, CA	6071	San Bernardino County, CA
6059	Orange County, CA	6073	San Diego County, CA
6065	Riverside County, CA		

Institutions:

134 items selected. See Appendix A for details.

Institution Sectors:

Description	Description
Public	Private not-for-profit
Private for-profit	Other

Education Level:

Description	Description
Associate degree	Bachelor's degree

Tuition Type: Tuition & Fees

Graduate Status: Undergraduate

Residency: In-State

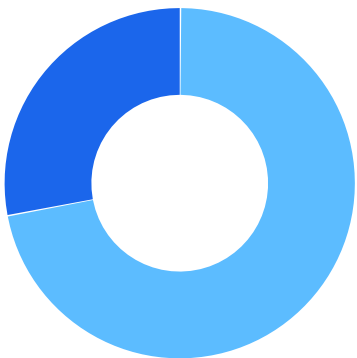
<div>2</div> <div>Institutions</div> <div>0% Growth (2017-2021)</div>	<div>82</div> <div>Completions</div> <div>49% Growth (2017-2021)</div>	<div>Completions Distribution</div> <div> <div>23</div> <div>Average: 41</div> <div>Median: 41</div> <div>59</div> </div>
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Program Overview



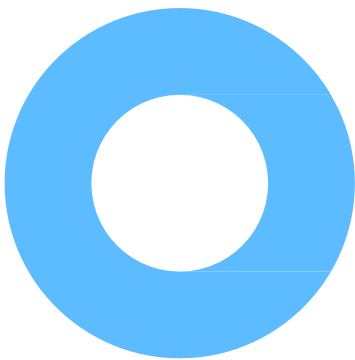
		Completions (2021)	% Completions	Institutions (2021)	% Institutions
A	All Programs	82	100%	2	100%
A	Distance Offered Programs	0	0%	0	0%
A	Non-Distance Offered Programs	82	100%	2	100%

Market Share by Institution Type



	Institution Type	Completions (2021)	Market Share
A	Public, 2-year	59	72.0%
A	Private for-profit, 2-year	23	28.0%

Market Share by Program

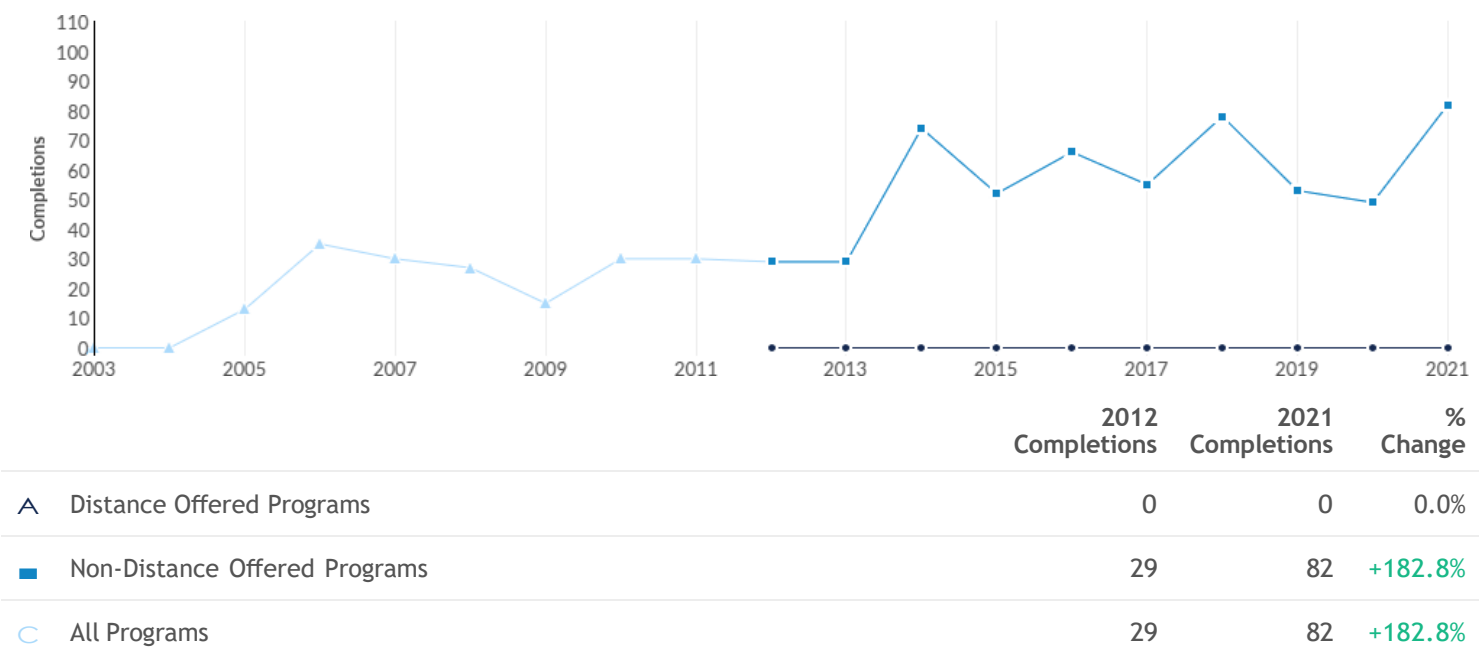


Program	Completions (2021)	Market Share
Dental Hygiene/Hygienist (51.0602)	82	100.0%

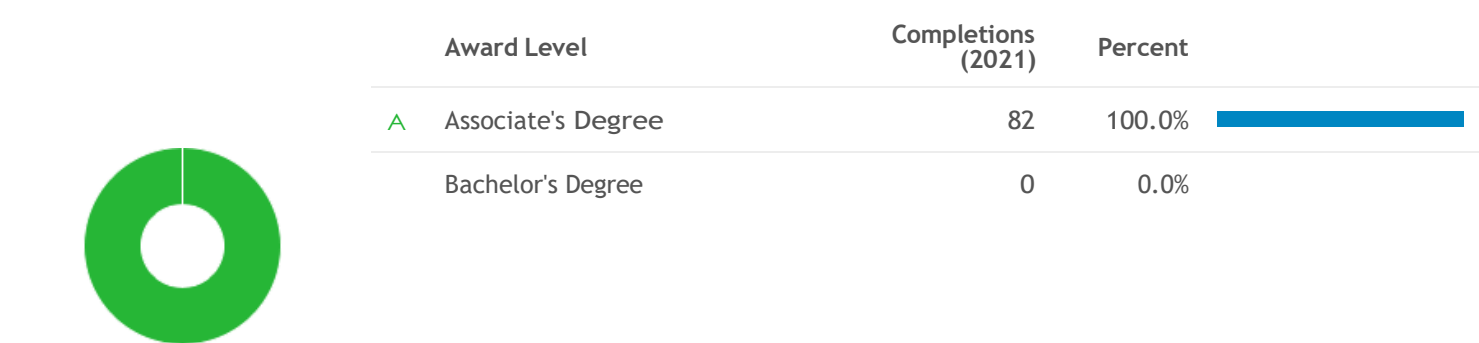
Completions by Institution

Institution	Completions (2021)	Growth % YOY (2021)	Market Share (2021)	IPEDS Tuition & Fees (2021)	Completions Trend (2017-2021)
Southwestern College	59	1,375.0%	72.0%	\$1,342	
Concorde Career College-San Diego	23	-48.9%	28.0%	N/A	

Regional Trends



Regional Completions by Award Level



Similar Programs

0 Programs (2021)	0 Completions (2021)
----------------------	-------------------------


Target Occupations

**Filtered by the proportion of the national workforce in these occupations with an Associate's degree or Bachelor's degree*

5,381 Jobs (2022)* 8% <i>below</i> National average*	+25.3% % Change (2022-2032)* Nation: +15.2%*	\$51.27/hr \$106.6K/yr Median Earnings Nation: \$39.11/hr; \$81.3K/yr	534 Annual Openings*
--	--	---	-------------------------

Occupation	2022 Jobs*	Annual Openings*	Median Earnings	Growth (2022 - 2032)*	Employment Concentration (2022)*
Dental Hygienists	5,381	534	\$51.27/hr	+25.31%	0.92











Job Postings Summary

119 Unique Postings 4,095 Total Postings	34 : 1 Posting Intensity  Regional Average: 4 : 1	55 Employers Competing 67,402 Total Employers	31 days Median Posting Duration Regional Average: 29 days
---	--	--	--





There were **4,095** total job postings for your selection from September 2022 to September 2023, of which **119** were unique. These numbers give us a Posting Intensity of **34-to-1**, meaning that for every 34 postings there is 1 unique job posting.

This is higher than the Posting Intensity for all other occupations and companies in the region (4-to-1), indicating that they may be trying harder to hire for this position.

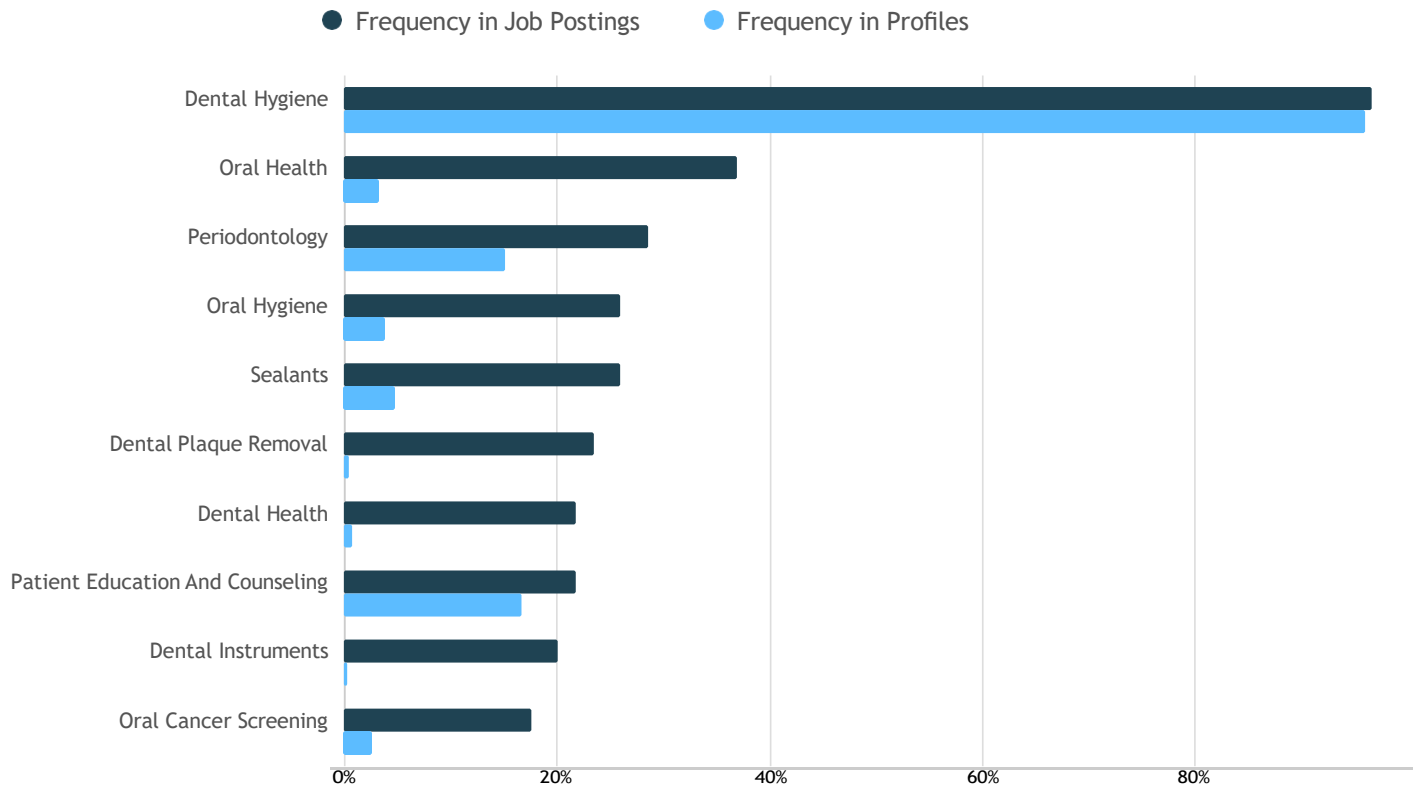
Top Companies Posting

Company	Total/Unique (Sep 2022 - Sep 2023)	Posting Intensity	Median Posting Duration
The Dental Views	80 / 17	5 : 1 	31 days
GPAC	11 / 8	1 : 1 	38 days
La Jolla Dental Group	23 / 7	3 : 1 	n/a
Vista Community Clinic	9 / 5	2 : 1 	3 days
Truecare	15 / 4	4 : 1 	25 days
Dental Care Of Corona	332 / 2	166 : 1 	18 days
Distinctive Home Healthcare	3 / 2	2 : 1 	39 days
Nikahd Dental	482 / 2	241 : 1 	31 days
Orchard Dental Group	210 / 2	105 : 1 	18 days
Ad Dental	1 / 1	1 : 1 	n/a

Top Posted Job Titles

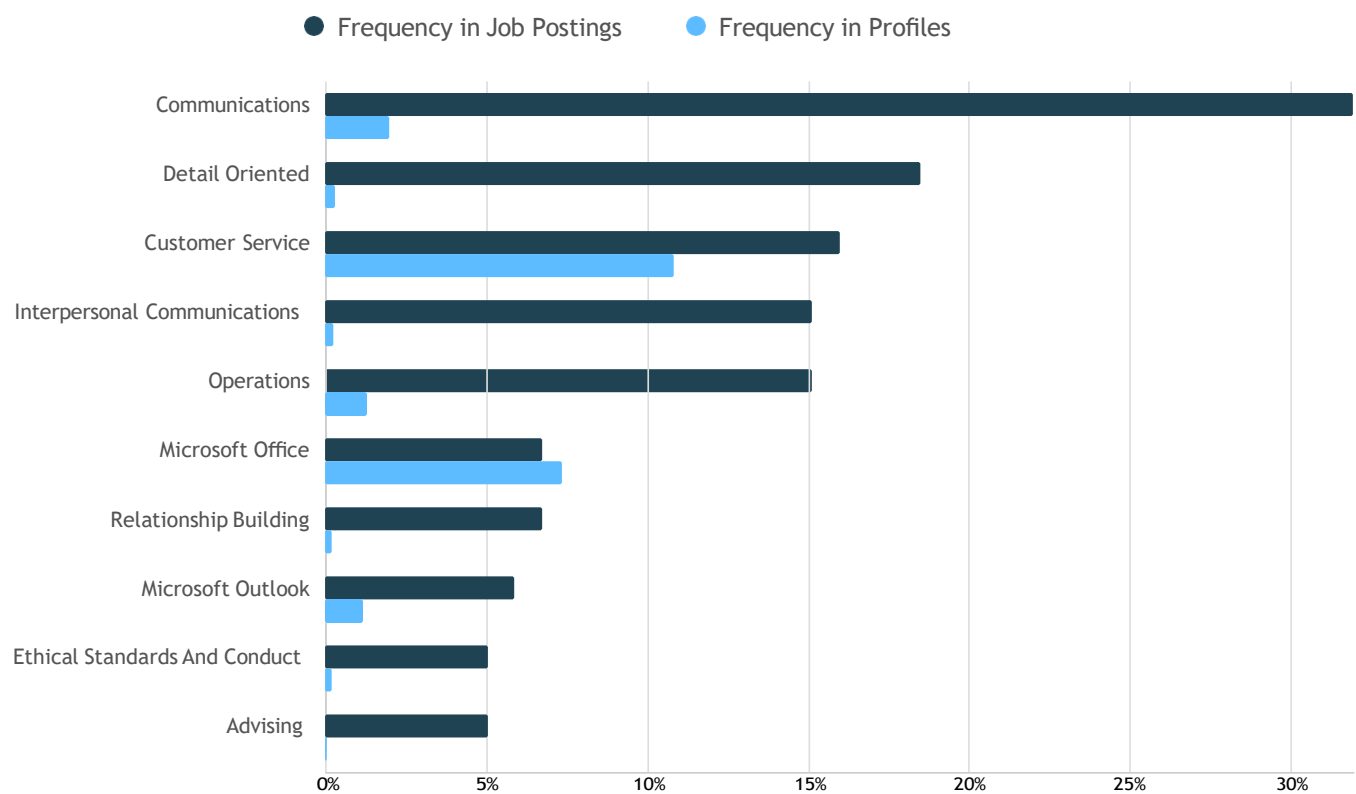
Job Title	Total/Unique (Sep 2022 - Sep 2023)	Posting Intensity	Median Posting Duration
Registered Dental Hygienists	1,568 / 64	25 : 1 	31 days
Dental Hygienists	2,194 / 52	42 : 1 	28 days
Hygienists	332 / 2	166 : 1 	18 days
Dental Practice Managers	1 / 1	1 : 1 	22 days

Top Specialized Skills



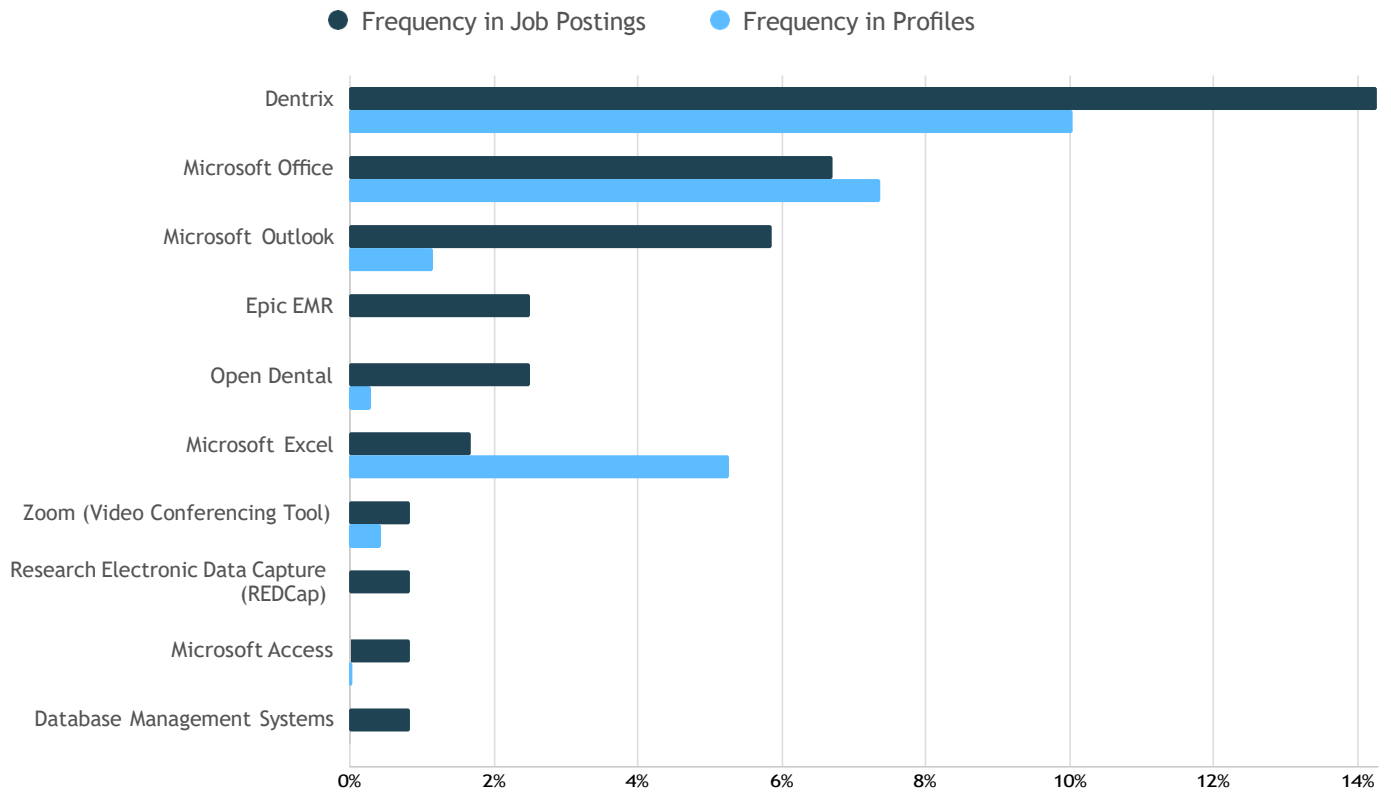
Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Dental Hygiene	115	97%	1,968	96%
Oral Health	44	37%	66	3%
Periodontology	34	29%	310	15%
Oral Hygiene	31	26%	79	4%
Sealants	31	26%	97	5%
Dental Plaque Removal	28	24%	10	0%
Dental Health	26	22%	15	1%
Patient Education And Counseling	26	22%	342	17%
Dental Instruments	24	20%	5	0%
Oral Cancer Screening	21	18%	54	3%

Top Common Skills



Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Communications	38	32%	41	2%
Detail Oriented	22	18%	6	0%
Customer Service	19	16%	222	11%
Interpersonal Communications	18	15%	5	0%
Operations	18	15%	26	1%
Microsoft Office	8	7%	151	7%
Relationship Building	8	7%	4	0%
Microsoft Outlook	7	6%	24	1%
Ethical Standards And Conduct	6	5%	4	0%
Advising	6	5%	1	0%

Top Software Skills



Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Dentrix	17	14%	206	10%
Microsoft Office	8	7%	151	7%
Microsoft Outlook	7	6%	24	1%
Epic EMR	3	3%	0	0%
Open Dental	3	3%	6	0%
Microsoft Excel	2	2%	108	5%
Zoom (Video Conferencing Tool)	1	1%	9	0%
Research Electronic Data Capture (REDCap)	1	1%	0	0%
Microsoft Access	1	1%	1	0%
Database Management Systems	1	1%	0	0%

Top Qualifications

Qualification	Postings with Qualification
Cardiopulmonary Resuscitation (CPR) Certification	25
Basic Life Support (BLS) Certification	6
Registered Dental Assistant	4
Nitrous Oxide Certification	3
Radiology Certification	3
Valid Driver's License	3
Automated External Defibrillator (AED) Certification	2
Master Of Business Administration (MBA)	2
Registered Nurse (RN)	1
Anesthesia License	1

Appendix A - Institutions

Description
Academy of Professional Careers
Associated Technical College-San Diego
Associated Technical College
Bellus Academy-Chula Vista
Alliant International University-San Diego
University of California-San Diego
California College San Diego
California Hair Design Academy
California Western School of Law
CET-San Diego
San Diego Christian College
Coleman University
Cuyamaca College
Marinello Schools of Beauty-Hemet
Design Institute of San Diego
San Diego Continuing Education
Fashion Careers College
Franciscan School of Theology
Gemological Institute of America-Carlsbad
Grossmont-Cuyamaca Community College District
Grossmont College
ITT Technical Institute-National City
Bellus Academy-El Cajon
Argosy University-The Art Institute of California-San Diego
Laguna College of Art and Design
Lake Forest Beauty College

Description
Avance Beauty College
Maric College-Lake Forest
Soka University of America
Foundation College
Court Reporting Institute
South Orange County Community College District
Pima Medical Institute-Chula Vista
Scripps Research Institute
Remington College-San Diego Campus
Professional Golfers Career College
Newbridge College-San Diego East
ADVANCED COLLEGE OF TECHNOLOGY
Maric College-East County
COMPUTER EDUCATION INSTITUTE-SAN MARCOS
Northcentral University
ATA College
Glendale Career College-Oceanside
Brown Mackie College-San Diego
United States University
United Education Institute-Chula Vista
Paul Mitchell the School-San Diego
Argosy University-San Diego
San Diego College
International Professional School of Bodywork
Healing Hands School of Holistic Health
MediaTech Institute

Southern California Seminary
Brightwood College-San Diego
Brightwood College-Vista
Marinello School of Beauty
MiraCosta College
Mueller College
National University
Newschool of Architecture and Design
Oceanside College of Beauty
Concorde Career College-San Diego
Palomar College
Platt College-San Diego
Point Loma Nazarene University
Saddleback College
San Diego Community College District-District Office
San Diego City College
Golf Academy of America-San Diego
San Diego Mesa College
San Diego Miramar College
San Diego State University
University of San Diego
Southwestern College
Marinello Schools of Beauty-Lake Forest
TRAVEL UNIVERSITY INTERNATIONAL
Westminster Theological Seminary in California
Thomas Jefferson School of Law
Ashford University

Life Purpose Institute Inc
San Diego Culinary Institute
Paul Mitchell the School-Temecula
Brightwood College-Chula Vista
Allied American University
Tramy Beauty School
John Paul the Great Catholic University
United Education Institute-UEI College San Marcos
San Joaquin Valley College-Temecula
The University of America
MediaTech Institute-Oceanside
California College San Diego
California College San Diego
California Miramar University
Sanford Burnham Prebys Medical Discovery Institute
San Joaquin Valley College-San Diego
California International Business University
California College San Diego
High Tech High Graduate School of Education
Coachella Valley Beauty College-Hemet
Associated Barber College of San Diego
California Barber and Beauty College
University of Saint Katherine
MiraCosta College -
Columbia College-San Diego
Southern States University
California Institute of Arts & Technology

FIDM-Fashion Institute of Design & Merchandising-San Diego	The Chicago School of Professional Psychology at San Diego
Bethel Seminary-San Diego	ICOHS College
Palomar Institute of Cosmetology	Escondido Adult School
California State University-San Marcos	Poway Adult School
Occupational Training Services Inc	Vista Adult School
University of St. Augustine for Health Sciences	Pima Medical Institute-San Marcos
Booker T. Crenshaw Christian Leadership University Inc	San Diego Global Knowledge University
University of Phoenix-San Diego Campus	High Desert Medical College - Temecula
Bellus Academy-Poway	Columbia College - Naval Base San Diego
Pacific College of Health and Science	Glendale Career College-Brightwood Teachout
CET-Escondido	Franciscan School of Theology - San Diego
CET-Rancho Temecula	California Institute of Arts & Technology-National City
Royale College of Beauty and Barbering	Coastline Beauty College - Hemet
UNITED EDUCATION INSTITUTE-SAN DIEGO CAMPUS	Riggins Urban Barber College

Appendix B

Program Selection Details

CIP Code	Program Name
51.0602	Dental Hygiene/Hygienist

Appendix C - 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 are also affected by county-level Emsi earnings by industry.

Lightcast 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 Employment Development Department



PAC Meeting Minutes

TYPE OF MEETING	Program Advisory Meeting : Dental Hygiene
DATE	April 26, 2023
TIME	Start: 12:30 End: 2:00
LOCATION	CASAN
ATTENDEES	<p>Names and Titles</p> <p>Kimberly Pennington RDH, Dental Hygiene Program Director Concorde Career College 619-695-5776 KPennington@Concorde.edu</p> <hr/> <p>Toni Harrington RDA, Dental Assisting Program Director Concorde Career College 619-321-5630 Tharrington@Concorde.edu</p> <hr/> <p>Apryl Remmer BS, RDA, Extern Coordinator Concorde Career College 619-695-5771 ARemmer@Concorde.edu</p> <hr/> <p>Trudy Ramirez Concorde Career College DH Assistant Clinic Coordinator TRamirez@Concorde.edu ARemmer@Concorde.edu</p> <hr/> <p>Alyssa Burke Operations Manager 57 N. Broadway Chula Vista, CA 91910 619-371-4909 Alyssa.burke@pacden.com</p> <hr/> <p>Stephanie Cuadra- Lead RDA 4074 Fairmont Ave #B San Diego, CA. 92105 619-996-9543</p> <hr/> <p>Leila Hamraz MD Western Dental 1539 E. Plaza Blvd. National City, CA 91950</p>

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TOPIC	Review of Minutes from Last Meeting on 10/27/2022	
Updates from recent meetings: Kimberly Pennington RDH, PD for Dental Hygiene and Toni Harrington PD for Dental Assisting both opened with reviews from the previous PAC meetings. Toni explained how some of the Dentist felt the lab seemed dated and that they wanted their Denal Assistants to have more experience in the CAD/CAM. The Dental Hygiene program director explained that at the last meeting Dr. Pedram and Dr. Abadan from Gentle Dentistry suggested that the curriculum in the clinic include more real-world experiences in communicating with the Dental staff and other professionals upon graduation. They also suggested that the students be laser certified upon graduation.		
Follow-up on previous recommendations and action plans		
Since the 2022 PAC meetings Concorde Dental Hygiene has implemented opportunities for students to shadow in dental offices before, they graduate. PDS has partnered with us so that we can have students go into different offices and get an understanding of a real day in dental hygiene. Another focus has been made with students interviewing other health care providers to explain the importance of health and oral health combined. This has been added to their curriculum. Also, the PD has given students an opportunity to become Laser Certified at school before graduation. The last graduates were very excited and over half of them chose to take the course and become certified.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC	Program Goals
Objectives/goals of the program	
<p>The Program Director Kimberly Pennington spoke to the board about the sale of the company that has been made official to UTI, a publicly owned company. The PD Kimberly Pennington explained that Concorde will remain under the umbrella of UTI and our brand will not change and our standards will remain the same. She also gave updates on the recent CODA site visit that took place on April 4th with no findings and the Dental Hygiene Program is Accredited by CODA with no reported findings. She also discussed the expansion of the program. She explained the program has 24 students and (pending approval) will be accepting 32 after construction has occurred. Kimberly asked the audience if they felt expanding was a good thing, and there were positive responses with yeses, and specifically Sunshine from Pacific Dental and Anna Hansen Clinical RDH both expressed a need for more dental hygienists.</p>	

Present and review SLO/Assessment Matrix (notes on analysis and discussion)		
Mission Statements		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC	Curriculum Review
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Content and length of curriculum (includes general education, CPSO, and technical courses) – appropriate? The PD's discussed the length of each program DH is 22 months.		
Revisions to current curriculum (if applicable)-Dr. Ukaila suggested intraoral camera use, multiple software besides just Dentrrix, making sure students can label teeth properly in the computer.		
What are the program's benefits? The program has multiple benefits, one is that we help provide quality dental hygienists in the field and provide a great road to success.		
What areas can we improve? Arturo wanted to know how much we teach probing and how comfortable students are going over treatment plans with patients. There seems to be a disconnect between school and the real world with presenting a treatment plan.		
Share competency checklists and methods of evaluating skills/knowledge. How can we better evaluate our students? Dr Ukalia would like to see students be more familiar with up to date materials in our dental labs.		
What's new in the field? Technology? Techniques? Equipment / Supplies? Dentist from PDS Arturo Elias DDS suggested our students be more equipped using the intraoral cameras. Justin Kringle DDS also suggested that the school purchases a CAD/CAM for the DA and Dental Hygiene students. The CAD/CAM has been brought up several times, this has become a standard of care in general practice according to Sunshine at PDS.		
Are the textbooks and library resources adequate in both quality and quantity? And appropriate for today's practice? What is needed? No suggestions		
Distance Education: Blended curriculum allows students to maintain a more personal life as well as achieve adult learning. The distance educator Diane Frinkie		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
We will do open houses with PDS so the students can talk to and meet dentists from different areas. The Program Director will discuss with instructors the need for more intraoral camera experience, and a possible lunch in learn with a CAD/CAM observation.	Program Director/Instructor's Kris Haisan, Rache Zikoski, Ramsey Burni	01/2024

TOPIC	Professionalism
What is it? What are the specific traits for our field?	
What are the major obstacles to professional behavior? Soft skills continue to be an issue with communication between the Dentist, DA, RDH and staff members.	
How do you develop and reinforce professionalism at your sites? The DDS were asked about dress codes or uniforms they stated solid print, neat hair, short nails, small jewelry ok, tattoos ok, joggers ok, closed toed shoes and heels, crocks with no holes.	

Are there any anticipated industry changes or future trends for which students should be prepared? Impression materials are starting to not be used, and replaced with scanners, students also need to be able to use of intraoral cameras regularly, CAD/CAM and oral scanners. Soon hygienist will be doing scanning on all patients for orthodontia, and or other oral issues. These are already happening in some offices.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Have a lunch and learn with a scanning company so that our RDH students can become more familiar with this product. Do more shadowing in dental offices, so that students can see first hand of what is going to be expected of them in the dental field after graduation. Have employers come to meet our	Program Director/ Graduate Employment/Senior Seminar Instructor	December 2023

students during their round table presentations to begin to communicate in a more professional manner. Do more mock interviewing and or communication between DDS, front desk and other members of a dental team.		
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TOPIC	Facility/Equipment and Resource Review		
Are current facilities, equipment, and inventory adequate for the program in both quality and quantity? Suggested to add a CAD/CAM			
Do they reflect what is currently being used in the field? Or are they adequate for preparing students to work in the field today? Dentrx software is still being used but analog film is outdated they suggested more digital film and do away with analog.			
What is needed? Lasers, and maybe a hand held x-ray unit.			
Are the library resources sufficient in both quality and quantity? No suggestions			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

TOPIC	Market Analysis and Local Community Need for the Program		
(new programs – review and discuss market analysis)			
Is there still a need in the community for graduates of this program? Yes all participants agreed that we are still in need of DA’s and RDH’s.			
Are there areas of opportunity for Concorde to better serve the community? Discuss Concorde’s involvement in the community and potential opportunities for partnership with the employer. Discuss the possibility of guest speaking engagements at the campus. Discuss the possibility of field trips to the employer’s facility. Discuss opportunities to partner with Concorde through business-to-business initiatives. The program directors both discussed partnering with PDS and other dental offices to promote our graduates for employment.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Continue to involve more dentist outside of PDS and Western Dental to participate in job fairs, and or student board presentation days.		Head Seminar instructor and Office management instructor/PD/Graduate Employment	December 2023

TOPIC	Clinical/Externship	
Review and discuss the objectives of the externship experience. Are they still appropriate to meet the needs of employers in the XXX field today? Does not apply to DH		
Are students gaining sufficient experience? Both in time and content		
Are students demonstrating sufficient prior didactic and laboratory training? How can this process be improved?		
Professionalism in the workplace		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC	Outcomes	
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Review Student and Externship (if applicable) Survey Results –
 The Program Director Discussed that students are satisfied with our programs at bench- mark but they are still low on referring other students.
 What can we do better? How? Continue to get the word out about our Dental Hygiene Program and DA program and get as much feedback from employers as possible.
 How are the return rates? Suggestions on how to improve the return

Review Graduate and Employer Survey Results
 N/AWhat can we do better? How?
 How are the return rates? Suggestions on how to improve the return

Graduation rates (recent annual report) 100% in 2022.
 What can we do to improve graduation rates? How?

Placement rates (recent annual report)- The most recent report was above benchmark at 85%.
 What can we do to improve the rate of employment of our graduates?How? Discuss extern-to-hire rate. What can we do to improve? Discuss the employment verification process so that students can grasp the importance of letting us know when they are employed. The PD will have Graduate Employment go into the classrooms earlier to get a pulse on the students awareness of the current job market. Suggestions for improvements? Explain the re-verification process and partnership with Compliance Point.

Licensing/Certification exam pass rates: The dental hygiene pass rates for clinical boards is a 100% and around 98% for the written exam or 2022.
 What can we do to improve pass rates? How? Any new or additional certifications that would be beneficial for our graduates? Laser certifications have been offered to the students before graduation if they choose to pursue it.

Review & analysis of Outcomes Assessment Plans (if applicable)		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Continue to implement and improve greenlight processes for dental hygiene students. Regarding clinical and Didactic boards exams.	PD/Instructors	Ongoing

TOPIC	Additional Comments or Feedback	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**CM BY PROGRAM****San Diego**

Ending Population

Dental Hygiene2023
Actual2024
Budget**Revenue:**

-3122	Tuition Revenue	2,514,435	2,980,898
3123	Textbook Revenue	211,947	278,433
3124	Uniform Revenue	44	
3126	Health Screens Revenue	-	
3117	Lab Fees	-	
3815	Other Revenue	21,862	

Total Revenue:

2,748,288	3,259,332
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Direct Expenses:

4121	Payroll Taxes	92,812	97,932
4121	Benefits	89,173	94,092
4121	Faculty Wages	1,213,234	1,280,157
4501	Teaching Aids	33,283	39,749
4521	Materials and Supplies	95,256	94,406
4541	Textbook Expense	332,108	255,595
4718	Student Insurance	-	
4561	Uniforms	6,738	5,730
4726	Local Printing	-	-
4400	Health Screen Expense	4,425	4,860
4749	Scholarship Expense	65,947	70,575
4709	Compliance costs	76,476	56,371

Total Direct Cost:

2,009,452	1,999,466
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Contribution Margin

738,836	1,259,866
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Contribution Margin %

27%	39%
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**DENTAL HYGIENE BOARD OF CALIFORNIA**2005 Evergreen Street, Suite 1350 Sacramento, CA 95815
P (916) 263-1978 | F (916) 263-2688 | www.dhbc.ca.gov**MEMORANDUM**

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 12: 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/ Published	OAL Final Filed	Submitted to Secretary of State/ Effective Date
1135-1137 AB 2138	4.13.19	X	X	X	X	1.07.20/ 1.17.20	8.25.20	2.5.21/ 2.5.21
1119 (Formerly 1115) Retired License	1.29.19	X	X	X	X	5.28.21/ 6.11.21	4.11.22	11.16.22/ 1.1.23
1109 RDM/ITR	1.29.19	X	X	X	X	7.21.20/ 7.31.20	4.16.21	9.27.21/ 1.1.22
1107 SLN	11.17.18	X	X	X	X	7.21.20/ 8.14.20	1.4.21	4.20.21/ 7.1.21
1103 Definitions	5.29.20	X	X	X	X	3.26.21/ 4.9.21	8.2.21	11.1.21/ 1.1.22
1104 Approval/ Continuation of Approval of New RDH Programs	5.29.20	X	X	X	X	1.4.21/ 1.15.21	6.10.21	8.18.21/ 10.1.21
1105 Requirements for DHEPs	11.23.19	X	X	X	X	7.27.21/ 8.6.21	12.13.21	1.25.22/ 4.1.22
1104.3 Inspections, Cite, Fine, and Probation for DHEPs	5.29.20 modified text 7.23.22 modified text 2.4.23	X	X	X	X	9.6.22/ 9.16.22	11.22.22	3.27.23/ 7.1.23

Rulemaking File	Board Approved Language	Package Assembly Progress	Formal DCA Review	DCA Director Review	Agency Review	OAL Notice Filed/ Published	OAL Final Filed	Submitted to Secretary of State/ Effective Date
1105.2 DHEP Required Curriculum	5.29.20	X	X	X	X	11.2.21/ 11.12.21	2.16.22	3.30.22/ 7.1.22
1138.1 Unprofessional Conduct	11.21.20 Modified text 3.19.22	X	X	X	X	9.14.21/ 9.24.21	12.16.21	5.16.22/ 7.1.22
1117 RDHAP/ Dentist Relationship	8.29.20	X	X	X	X	10.18.21/ 10.29.21	2.16.22	4.1.22/ 7.1.22
1118 RDHAP STC & LA	7.17.21	X	X	X	X	11.2.21/ 11.12.21	12.30.21	2.10.22/ 4.1.22
1104.1 Process for Approval of New RDH Program	7.23.22 Due to SB 534	X	X	X	X	10.10.22 10.21.22	12.16.22	2.1.23/ 4.1.23
1114 Licensure: Veterans and Military Spouses	11.19.22 Due to AB 107	X	X	X	X	4.11.23/ 4.21.23	8.29.23 Withdrawn 10.10.23 Amended text/forms for Board consideration 11.18.22	
1116 Mobile Dental Hygiene Clinics	11.19.22 Due to SB 534	X	X					
1116.5 RDHAP Practice Registration	11.19.22 Due to SB 534	X	X					
1105(b)(4) Faculty to Student Ratio	7.22.23	X	X					

Rulemaking File	Board Approved Language	Package Assembly Progress	Formal DCA Review	DCA Director Review	Agency Review	OAL Notice Filed/ Published	OAL Final Filed	Submitted to Secretary of State/ Effective Date
1105.4 Appeals Process and Reinstatement of Withdrawn DHEPs	For Board consideration 11.18.22							

Section 100	Submitted to Legal	OAL Submission	OAL Approved/ SoS Effective Date
Board Reference from DHCC to DHBC Division 11 Title and Sections 1100, 1101, 1104.2, 1105.1, 1105.3, 1105.4, 1106, 1108, 1122, 1124, 1126, 1127, 1131, 1138, 1139, 1142, 1143	X	3.30.22	5.10.22
1104.1 Process for Approval of New RDH Program Non-substantive changes	X	4.28.22	6.6.22
DBC sections 1073.1, 1073.3, and 1082.2.	X	10.23.23	

Processing Times

- A rulemaking file must be completed within one year of the publication date of the Notice of Proposed Action. The Office of Administrative Law (OAL) issues the Notice File Number upon filing the Notice of Proposed Action.
- The DCA is allowed thirty calendar days to review the rulemaking file prior to submission to the Department of Finance (DOF).
- The DOF is allowed thirty days to review the rulemaking file prior to submission to the OAL.
- The OAL is allowed thirty working days to review the file and determine whether to approve or disapprove it. The OAL issues the Regulatory Action Number upon submission of the rulemaking file for final review.
- Pursuant to Government Code section 11343.4, as amended by Section 2 of Chapter 295 of the Statutes of 2012 (SB 1099, Wright), regulation effective dates are as follows:

Date Filed with the Secretary of State	Effective Date
September 1st – November 30th	January 1st
December 1st – February 29th.....	April 1st
March 1st – May 31st	July 1st
June 1st – August 31st.....	October 1st



MEMORANDUM

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 13: Discussion and Action to Initiate a Rulemaking and Amend Title 16, California Code of Regulations (CCR) Section 1105.4. Appeals Process and Reinstatement of Withdrawn Dental Hygiene Educational Programs.

BACKGROUND

During the Dental Hygiene Board of California (Board) staff's review of regulations applicable to dental hygiene educational programs (DHEPs), staff determined there was no clear process within California Code of Regulations (CCR), Title 16, section 1105.4 to reinstate Board approval of DHEPs withdrawn due to noncompliance with Board laws and regulations. Additionally, staff determined there was no clear guidance as to requirements to maintain the withdrawn status of DHEPs should the DHEP not comply with the Board directives. Staff prepared language for the Board to review and address the lack of process regarding reinstatement of withdrawn DHEPs, as well as for the Board to maintain a DHEP's withdrawn status.

STAFF RECOMMENDATION

Staff recommends that the Board review the proposed language below and determine whether additional information or language is required. If the language is satisfactory, direct staff to begin the rulemaking to establish a process for reinstatement of withdrawn DHEPs, as well as a process to maintain a DHEP's withdrawn status.

AUTHORITY

Business and Professions Code (BPC) section 1941(a) gives the Board the authority to "grant or renew approval of only those educational programs for RDHs that continuously maintain a high-quality standard of instruction and, where appropriate, meet the minimum standards set by the Commission on Dental Accreditation of the American Dental Association or an equivalent body, as determined by the dental hygiene board."

PROPOSED MOTION LANGUAGE

Approve the proposed language for CCR section 1105.4, and direct staff to submit the language to the Director of the Department of Consumer Affairs and the Business,

Consumer Services, and Housing Agency for review, and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If no adverse comments are received during the 45-day comment period and no hearing is requested, authorize the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulations at Section 1105.4 as noticed.

Documents Included for Reference:

1. Proposed regulatory language for 16 CCR Section 1105.4. Appeals Process and Reinstatement of Withdrawn Dental Hygiene Educational Programs.

**TITLE 16. DENTAL HYGIENE BOARD OF CALIFORNIA - DEPARTMENT OF
CONSUMER AFFAIRS PROPOSED LANGUAGE**

**Appeals Process and Reinstatement of Withdrawn
Dental Hygiene Educational Programs.**

Legend:	Added text is indicated with an <u>underline</u> . Deleted text is indicated by strikeout .
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Amend section 1105.4 of Article 3 of Division 11 of Title 16 of the California Code of Regulations to read as follows:

§ 1105.4. Appeals Process and Reinstatement of Withdrawn Dental Hygiene Educational Programs.

- (a) The Dental Hygiene Board may deny or withdraw its approval of an educational program. If the Dental Hygiene Board denies or withdraws approval of a program, the reasons for withdrawal or denial will be provided in writing within ninety (90) calendar days.
- (b) Any educational program 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 educational program shall be given at least ten business days' notice of the time and place of such informal conference and the specific grounds for the proposed action.
- (c) The educational program may contest the denial or withdrawal of approval by either:
 - (1) Appearing at the informal conference. The Executive Officer shall notify the educational program of the final decision of the Executive Officer within ten business days of the informal conference. Based on the outcome of the informal conference, the program may then request a hearing to contest the Executive Officer's final decision. An educational program or program applicant shall request a hearing by written notice to the Dental Hygiene Board within 30 calendar days of the postmark date of the letter of the Executive Officer's final decision after the 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;
 - (2) Notifying the Dental Hygiene Board in writing of the program'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 Dental Hygiene Board at least 5 calendar days before the date of the informal conference.

(d) Reinstatement of Dental Hygiene Board approval of a withdrawn dental hygiene educational program. Programs seeking reinstatement after a withdrawal must comply with both of the following:

(1) The withdrawn dental hygiene educational program shall correct all violation(s) which resulted in the withdrawal of Dental Hygiene Board approval. And;

(2) The withdrawn dental hygiene educational program shall furnish the Dental Hygiene Board written proof of compliance pursuant to 16 CCR section 1104 within the Board-provided deadline and shall permit a site visit by the Board's authorized representative to confirm compliance.

(A) If the withdrawn dental hygiene educational program demonstrates it has corrected the violation(s) and meets all requirements for approval set forth in 16 CCR section 1104, the Dental Hygiene Board shall, at a noticed Board meeting, grant the dental hygiene educational program reapproval.

(B) If the withdrawn dental hygiene educational program demonstrates it has corrected a substantial number of the violation(s) and actively working towards meeting the requirements for approval set forth in 16 CCR section 1104, the Dental Hygiene Board shall, at a noticed Board meeting, grant the dental hygiene educational program the status of "reapproval with conditions."

(C) If the withdrawn dental hygiene educational program fails to demonstrate correction of all violation(s) and does not meet the requirements for approval set forth in 16 CCR section 1104 by the Dental Hygiene Board, the Board shall maintain the withdrawn approval of the dental hygiene educational program.

NOTE: Authority cited: Section 1905, Business and Professions Code. Reference: Sections 1905 and 1941, Business and Professions Code.



MEMORANDUM

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 14: Discussion and Possible Action to Approve Modified Text and Associated Modified Form and Continue Rulemaking to Adopt 16 CCR Section 1114: Temporary Licensure (Military Spouses or Partners).

Background:

Assembly Bill (AB) 107 (Salas, Chapter 693, Statutes of 2021) enacted Business and Professions Code (BPC) section 115.6 which requires the Board, on and after January 1, 2023, and after appropriate investigation, to issue temporary licenses to military spouse applicants if the applicant meets specified requirements. At the November 19, 2022, Full Board meeting, the Board approved the proposed regulatory language and associated form for California Code of Regulations (CCR), Title 16, section 1114 Temporary Licensure (Military Spouses or Partners) and authorized the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulations at Section 1114.

The Office of Administrative Law (OAL) reviewed the language and determined that substantive changes were recommended to be brought back to the Board. Board staff developed the attached modified text and associated modified form for 16 CCR section 1114 for the Board to review to implement the provisions of BPC section 1941.5.

Staff Recommendation:

In response to comments made from the review of the regulatory language by OAL, staff recommends the Board review the proposed modified text and associated modified form in the attached document, determine whether additional information or language is required, complete the draft of the proposed modified text, and direct staff to submit the proposed modified text and associated modified form to the Director of the DCA and the Business, Consumer Services, and Housing Agency for review, and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to continue the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If no adverse comments are received during the 15-day comment period and no hearing is requested, authorize the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulation at Section 1114 as noticed.

Proposed Motion Language:

Approve the proposed modified text and associated modified form for section 1114 and direct staff to submit the proposed modified text and associated modified form to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review, and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to continue the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If no adverse comments are received during the 15-day comment period and no hearing is requested, authorize the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulation at Section 1114 as noticed.

Documents Included for Reference for Section 1114:

1. Proposed Modified Text for Section 1114.
2. Proposed Modified Form "DHBC TEMP-01 (New 11/2023)" for Section 1114.

**TITLE 16. DENTAL HYGIENE BOARD OF CALIFORNIA
DEPARTMENT OF CONSUMER AFFAIRS**

MODIFIED TEXT

Legend:

<u>Underlined</u>	Indicates originally proposed regulatory language.
Underlined Strikeout	Indicates proposed deletions to the originally proposed regulatory language.
<u><u>Double Underlined</u></u>	Indicates proposed additions to the originally proposed regulatory language.

Adopt Section 1114 of Article 4 of Division 11 of Title 16 of the California Code of Regulations (CCR) to read as follows:

Article 4. Licensing

§1114. Temporary Licensure (Military Spouses or Partners).

- (a) To eligible for a temporary license from the Dental Hygiene Board to practice as a registered dental hygienist, a registered dental hygienist in alternative practice, or a registered dental hygienist in extended functions pursuant to section 115.6 of the Business and Professions Code ("Code"), an applicant shall meet all of the requirements of this section and section 115.6 of the Code.
- (b) An applicant seeking a temporary license to practice as a registered dental hygienist, a registered dental hygienist in alternative practice, or a registered dental hygienist in extended functions pursuant to 115.6 of the Code shall:
- (1) Submit a completed application to the Dental Hygiene Board on Form DHBC TEMP-01 (New 11/20222023) "Application for Temporary Licensure to Practice Dental Hygiene (Military Spouses/Partners)," which is hereby incorporated by reference.
- (2) Furnish a full set of fingerprints, upon request by the Dental Hygiene Board for use by and accessible to the Dental Hygiene Board, in conducting criminal history information record checks through the California Department of Justice, and;
- (3) Successfully take and complete the supplemental written examination in California Law and Ethics as set forth in section 1121 of this Division.
- (c) ~~This section shall become operative on July 1, 2023.~~

Note: Authority cited: Sections 115.6, 1905 and 1906, Business and Professions Code.

Reference: Sections 115.6, 141, 480, 490, 1902.3, 1905, 1906, 1916, 1926.3, 1927, 1931, 1949, 1950, and 1950.5, 1952, 1954, 1955, 1956, 1958.1 and 1962, Business and Professions Code.

APPLICATION FOR TEMPORARY LICENSURE TO PRACTICE DENTAL HYGIENE **(MILITARY SPOUSES/PARTNERS)**

Business & Professions Code (BPC) sections 115.6, 1905 and 1906, and California Code of Regulations, Title 16, Division 11, section 1114.

NOTICE

A temporary license issued by the Dental Hygiene Board of California (DHBC) is nonrenewable and shall expire 12 months after issuance, upon issuance or denial of a standard license, upon issuance or denial of a license by endorsement, or upon issuance or denial of an expedited license pursuant to BPC section 115.5, whichever occurs first.

Definitions: For the purposes of this application, the following definitions shall apply:

- (1) "Disciplined" means that the applicant's license was placed on probation, revoked, suspended, reprobated, censured, reprimanded, restricted, limited, or conditioned.
- (2) "Jurisdiction" shall mean a California or another state's licensing board or agency, any agency of the federal government, or another country.
- (3) "Disciplinary proceeding" shall mean any proceeding or investigation under the authority of the licensing jurisdiction pursuant to which a licensee may be disciplined.
- (4) "License" shall mean an applicant's license, registration, or other comparable authority.
- (5) "Good standing" shall mean:
 - The applicant has not been disciplined,
 - The applicant is not the subject of an unresolved complaint or review procedure, and
 - The applicant is not the subject of any unresolved disciplinary proceeding.

<u>PERSONAL INFORMATION (REQUIRED)</u>		<u>Date:</u>	
<u>1.Name:Last</u>	<u>First</u>	<u>Middle</u>	<u>Suffix</u>
<u>2. Other Names/Aliases</u>		<u>3. Licensure Application Type</u> <input type="checkbox"/> <u>RDH</u> <input type="checkbox"/> <u>RDHAP</u> <input type="checkbox"/> <u>RDHEF</u>	
<u>3. Licensure Application Type:</u> <input type="checkbox"/> <u>Registered Dental Hygienist (RDH).</u> <input type="checkbox"/> <u>Registered Dental Hygienist in Alternative Practice (RDHAP).</u> <input type="checkbox"/> <u>Registered Dental Hygienist in Extended Functions (RDHEF).</u>			
<u>4. Social Security or Individual Taxpayer Identification Number</u>		<u>5. Birthdate (MM/DD/YYYY)</u>	
<u>6. Physical Address</u> Number and Street (including apartment number, if applicable)			
<u>City</u>	<u>State</u>	<u>Zip Code</u>	

<u>PERSONAL INFORMATION (REQUIRED)</u>		<u>Date:</u>
<u>7. Mailing Address (If different from Physical Address)</u>		
Number and Street (including apartment number, if applicable) or P.O. Box Number		
<u>City</u>	<u>State</u>	<u>Zip</u>
<u>8. Email Address(es), if any</u>		
<u>9. Telephone Numbers</u>		
<u>Home</u>	<u>Mobile</u>	<u>Work</u>

<u>U.S. MILITARY REQUIREMENT</u> <u>(FOR SPOUSES/DOMESTIC PARTNERS OF U.S. MILITARY MEMBERS)</u>		
<p>10. <u>Are you 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?</u></p> <p><u>*If YES, please provide with this application the following documentation required to process your request for a temporary license. Failure to do so shall result in the application being deemed incomplete and the application will not be processed:</u></p> <ul style="list-style-type: none"> <u>Certificate of marriage or certified declaration/registration of domestic partnership filed with the California Secretary of State or other documentary evidence of legal union with an active duty member of the Armed Forces.</u> <u>A copy of the military orders establishing the applicant's spouse's or partner's duty station in California.</u> 	<u>*YES</u> <input type="checkbox"/>	<u>NO</u> <input type="checkbox"/>

<u>DENTAL HYGIENE PROFESSIONAL LICENSE LICENSURE OR CERTIFICATION HISTORY</u>		
<p>11. <u>Do you hold a current, active, and unrestricted license, or comparable authority to practice as a dental hygienist an RDH, a dental hygienist in alternative practice an RDHAP, or a dental hygienist in extended functions an RDHEF in another state, district, or territory of the United States?</u></p> <p><u>*If YES, please submit the following with this application to the Dental Hygiene Board of California (DHBC) for every state, district, or territory of the United States in which the applicant holds a current, active, and unrestricted license to practice as an RDH, an RDHAP, or an RDHEF:</u></p> <ul style="list-style-type: none"> <u>A copy of the applicant's current license(s) type, registration, or other comparable authority to practice dental hygiene in another state, district, or territory of the United States, including the number issued to the applicant by the original licensing jurisdiction, and relevant law(s) and regulation(s) under which the license(s) was/were issued.</u> <u>Written verification from the applicant's original licensing jurisdiction that the applicant's license, registration, or other comparable authority ("license") is in good standing in that jurisdiction. The verification shall include all of the</u> 	<u>*YES</u> <input type="checkbox"/>	<u>NO</u> <input type="checkbox"/>

<p>following:</p> <ul style="list-style-type: none"> <input type="radio"/> The full legal name of the applicant and any other name(s) the applicant has used or has been known by. <input type="radio"/> The license number issued to the applicant by the original licensing jurisdiction. <input type="radio"/> The name and location of the licensing agency. <input type="radio"/> The issuance and expiration date of the license. <input checked="" type="radio"/> Information showing that the applicant's license is currently in good standing. For the purposes of this section, "good standing" shall mean: <ul style="list-style-type: none"> * The applicant has not been disciplined. * The applicant is not the subject of an unresolved complaint or review procedure. * The applicant is not the subject of any unresolved disciplinary proceeding. 		
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APPLICANT'S BACKGROUND AND HISTORY

*With the exception of acts that would have constituted grounds for denial, suspension or revocation due to criminal history (BPC sections 480, 490, 1950), if you answer YES to any of the questions in this section, you must attach a written narrative that includes the incident date, location, and outcome. If disciplined by another regulatory body, ALL certified documents must be attached with a letter of explanation. Include any disciplinary actions by another state licensing board (in or outside of California), any agency of the federal government (U.S.), the U.S. Military or another country. Pursuant to Section 480 of the Business and Professions Code, the DHBC is not authorized to require an applicant to disclose any information or documentation regarding the applicant's criminal history.

12. Have you ever committed an act or acts in any jurisdiction that would have constituted grounds for denial, suspension, or revocation of the license pursuant to Sections 141, 480, or 490 of the California Business and Professions Code (BPC), or Sections 1926.3, 1927, 1931, 1949, 1950, 1950.5, 1952, 1954, 1955, 1956, 1958.1, 1962, of the BPC?	*YES <input type="checkbox"/>	NO <input type="checkbox"/>
13. Have you ever been disciplined by a licensing entity in another jurisdiction?	*YES <input type="checkbox"/>	NO <input type="checkbox"/>
14. Are you the subject of an unresolved complaint, review procedure, or disciplinary proceeding conducted by a licensing entity in another jurisdiction?	*YES <input type="checkbox"/>	NO <input type="checkbox"/>

OTHER PROFESSIONAL LICENSURE OR CERTIFICATION HISTORY

<p>12. Do you hold or have you ever held any other professional or vocational license in another state, district, or territory of the United States?</p> <p>*If YES, please submit the following with this application to the DHBC for every such professional or vocational license:</p> <ul style="list-style-type: none"> • A copy of the applicant's license, including the number issued to the applicant by the licensing jurisdiction. • Written verification from the licensing jurisdiction that the applicant's license is in good standing in that jurisdiction. The verification shall include all of the following: <ul style="list-style-type: none"> <input type="radio"/> The full legal name of the applicant and any other name(s) the applicant has used or has been known by. <input type="radio"/> The license type and number issued to the applicant by the licensing jurisdiction. <input type="radio"/> The name and location of the licensing agency. <input type="radio"/> The issuance and expiration date of the license. 	*YES <input type="checkbox"/>	NO <input type="checkbox"/>
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o <u>Information showing the applicant's current license status.</u>						
<u>Type of Licensure</u>	<u>State or Country</u>	<u>License Number</u>	<u>Dates of Licensure</u> <u>FROM TO</u>		<u>Current Status of License</u> <u>(active, inactive, suspended,</u> <u>revoked, probation, other,</u> <u>explain).</u>	
<u>Delete Row</u>						
<u>Delete Row</u>						
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California RDH Law and Ethics Examination Administered by the DHBC:

Prior to issuance of a license, an applicant for licensure as a Registered Dental Hygienist (RDH), Registered Dental Hygienist in Alternative Practice (RDHAP), or Registered Dental Hygienist in Extended Functions (RDHEF) an RDH, RDHAP, or RDHEF must successfully take and complete a supplemental written examination in California Law and Ethics. (Cal. Code Regs., tit. 16, § 1121.)

- Once the **Board DHBC** verifies your application is complete, the **Board DHBC** will send you an approval letter with details to schedule your exam with the California RDH Law and Ethics exam provider (PSI **Services**).

4513. In order for the DHBC to assist you with scheduling this examination, please answer the following:

Do you have a disability as defined in Civil Code section 51, or condition that requires reasonable accommodations for testing?

*If YES, please provide documentation of disability in an original letter on letterhead from a health care provider, which includes the date(s), nature of the disability, any testing accommodations requested, and the health care provider's signature.

*YES ☐

NO ☐

ADDITIONAL EXPLANATIONS

4614. If you need space for additional answers to any of the application questions, list the question number and provide additional information as needed.

APPLICATION AFFIDAVIT

I hereby attest that I meet all of the requirements for temporary licensure as set forth in Business and Professions Code Section 115.6 (c)(1) through (5), including that I have not committed an act in any jurisdiction that would have constituted grounds for denial, suspension, or revocation of the license under the Business and Professions Code at the time the act was committed and I am aware that a violation of this paragraph may be grounds for the denial or revocation of a temporary license issued by the DHBC. I also attest to the fact that I have not been disciplined by a licensing entity in another jurisdiction and am not the subject of an unresolved complaint, review procedure, or disciplinary proceeding conducted by a licensing entity in another jurisdiction. I also understand that I will be required to furnish a full set of fingerprints for purposes of conducting a criminal background check. I further attest that the information submitted in this application is accurate, to the best of my knowledge.

NOTICE: FALSIFICATION OR MISREPRESENTATION OF ANY ITEM OR RESPONSE ON THIS APPLICATION OR ANY ATTACHMENT HERETO IS GROUNDS FOR DENYING THE APPLICATION. IN ADDITION, ANY TEMPORARY LICENSE ISSUED AFTER THE APPLICATION IS PROCESSED WILL BE IMMEDIATELY TERMINATED UPON A FINDING THAT THE LICENSE HOLDER PROVIDED SUBSTANTIVELY INACCURATE INFORMATION THAT WOULD AFFECT THE PERSON'S ELIGIBILITY FOR TEMPORARY LICENSURE (BPC SECTION 115.6).

APPLICANT'S SIGNATURE: _____ **DATE:** _____

PRINTED NAME: _____

APPLICATION CERTIFICATION

I hereby certify that I meets all the requirements for the temporary license, and that the information submitted in this application is accurate, to the best of my knowledge.

NOTICE: FALSIFICATION OR MISREPRESENTATION OF ANY ITEM OR RESPONSE ON THIS APPLICATION OR ANY ATTACHMENT HERETO IS GROUNDS FOR DENYING THE APPLICATION. IN ADDITION, ANY TEMPORARY LICENSE ISSUED AFTER THE APPLICATION IS PROCESSED WILL BE IMMEDIATELY TERMINATED UPON A FINDING THAT THE LICENSE HOLDER PROVIDED SUBSTANTIVELY INACCURATE INFORMATION THAT WOULD AFFECT THE PERSON'S ELIGIBILITY FOR TEMPORARY LICENSURE (BPC SECTION 115.6).

APPLICANT'S SIGNATURE: _____

DATE: _____

PRINTED NAME: _____

NOTICES

The Dental Hygiene Board of California of the Department of Consumer Affairs collects the personal information requested on this form as authorized by Business and Professions Code Sections 1905 and 1917, and Title 16, California Code of Regulations Section 1114. The Dental Hygiene Board of California uses this information principally to identify and evaluate applicants for temporary licensure and enforce licensing standards set by law and regulation.

MANDATORY SUBMISSION

Submission of the requested information is mandatory. The Dental Hygiene Board of California cannot consider your application for temporary licensure unless you provide all the requested information.

ACCESS TO PERSONAL INFORMATION.

You may review the records maintained by the Dental Hygiene Board of California that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

POSSIBLE DISCLOSURE OF PERSONAL INFORMATION.

We make every effort to protect the personal information you provide us. The information you provide, however, may be disclosed in the following circumstances:

- In response to a Public Records Act request (Government Code Section 7921.000 and following), as allowed by the Information Practices Act (Civil Code Section 1798 and following);
- To another government agency as required by state or federal law; or
- In response to a court or administrative order, a subpoena, or a search warrant.

MANDATORY DISCLOSURE OF SOCIAL SECURITY NUMBERS

Disclosure of your Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN) is mandatory. Sections 30 and 31 of the Business and Professions Code authorize collection of your SSN or ITIN, which will be used exclusively for tax enforcement purposes, for investigation of tax evasion and violations of cash-pay reporting laws as set forth in Section 329 of the Unemployment Insurance Code, for purposes of compliance with any judgement or order for family support in accordance with Section 17520 of the Family Code, for measurement of employment outcomes of students who participate in career technical education programs offered by the California Community Colleges, or for verification of license or examination status by a licensing or examination entity which utilizes a national examination and where licensure is reciprocal with the requesting state. If you fail to disclose your SSN or ITIN, your application for initial licensure will not be processed AND you may be reported to the Franchise Tax Board, which may assess a \$100 penalty against you.

STATE TAX OBLIGATION NOTICE

The California State Board of Equalization (BOE) and the California Franchise Tax Board (FTB) may share taxpayer information with the **BoardDHBC**. You are required to pay your state tax obligation and your license may be suspended, or your application denied if the state tax obligation is not paid and your name appears on either the BOE or FTB certified list of top 500 tax delinquencies (Sections 31 and 494.5 of the California Business and Professions Code).

CONTACT INFORMATION.

For questions about this notice or access to your records, you may contact:

Executive Officer of the Dental Hygiene Board of California,
2005 Evergreen Street, Suite 1350,
Sacramento, CA 95815
(916) 263-1978

INTERNAL OFFICE USE ONLY

RDH School:	Receipt #	\$ Amount:
Graduation Date:	File No.	
Clearances: Photo <input type="checkbox"/> DOJ <input type="checkbox"/> FBI <input type="checkbox"/>	Exams: NB <input type="checkbox"/> ADEX <input type="checkbox"/> CRDTS <input type="checkbox"/> WREB <input type="checkbox"/>	Coursework: XRAY <input type="checkbox"/> SLN <input type="checkbox"/>
Out of State License: RDH <input type="checkbox"/> RDHAP <input type="checkbox"/> RDHEF <input type="checkbox"/> DDS <input type="checkbox"/> RDA/RDAEF <input type="checkbox"/>	Discipline <input type="checkbox"/>	



MEMORANDUM

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Anthony Lum Executive Officer
SUBJECT	FULL 15: Discussion and Possible Action for Non-Substantive Changes to the Board's Statutes through the 2024 Omnibus Bill.

BACKGROUND

Each year, the Senate Committee on Business, Professions, and Economic Development (Committee) sponsors an Omnibus Bill to address any non-substantive changes in existing statute to help clarify, define, or correct the information that's in the language. Committee staff has contacted us for any Omnibus Bill recommendations to be submitted to them by the mid-January deadline for inclusion in the bill.

ACTION

Board staff has identified several non-substantive statutory changes to assist the public with clarity and consistency. The main changes are to delineate the language between the Dental Hygiene Board of California and the Dental Board of California for clarity and consistency. Currently in many statutory sections, the Dental Hygiene Board is referred to as hygiene board and the Dental Board is referred to as the board. Staff proposes for the bill to add 'dental' to hygiene board to name the 'dental hygiene board' and to add 'dental' in the sections that reference the Dental Board to create 'dental board' (rather than just board) to inform the public.

STAFF RECOMMENDATION:

Staff recommends acceptance of the Board's non-substantive nomenclature statutory changes for the Omnibus Bill and delegate authority to the Executive Officer to recommend any non-substantive changes in existing statute to be forwarded to the Committee for review.

PROPOSED TEXT :

1903(a)(2)(B)

(B) It is the intent of the Legislature that committee members appointed prior to January 1, 2019, remain as **dental** hygiene board members until their term expires or except as otherwise provided in law, whichever occurs first.

1903(c)

(c) Notwithstanding any other provision of law and subject to subdivision (e), the Governor may appoint to the dental hygiene board a person who previously served as a member of the former committee or **dental** hygiene board even if the person's previous term expired.

1905.2

Recommendations by the dental hygiene board regarding scope of practice issues, as specified in paragraph (8) of subdivision (a) of Section 1905, shall be approved, modified, or rejected by the **dental** board within 90 days of submission of the recommendation to the **dental** board. If the **dental** board rejects or significantly modifies the intent or scope of the recommendation, the dental hygiene board may request that the **dental** board provide its reasons in writing for rejecting or significantly modifying the recommendation, which shall be provided by the **dental** board within 30 days of the request.

1910.5(c)

(c) No later than January 1, 2018, the dental hygiene board shall adopt regulations to establish requirements for courses of instruction for the procedures authorized to be performed by a registered dental hygienist and registered dental hygienist in alternative practice pursuant to Sections 1910.5 and 1926.05, using the competency-based training protocols established by the Health Workforce Pilot Project (HWPP) No. 172 through the Department of Health Care Access and Information. The dental hygiene board shall use the curriculum submitted by the **dental** board pursuant to Section 1753.55 to adopt regulatory language for approval of courses of instruction for the interim therapeutic restoration. Any subsequent amendments to the regulations for the interim therapeutic restoration curriculum that are promulgated by the dental hygiene board shall be agreed upon by the **dental** board and the dental hygiene board.

1944(a)

(a) The dental hygiene board shall establish by resolution the amount of the fees that relate to the licensing of a registered dental hygienist, a registered dental hygienist in alternative practice, and a registered dental hygienist in extended functions. The fees established by **dental hygiene** board resolution in effect on June 30, 2009, as they relate to the licensure of registered dental hygienists, registered dental hygienists in alternative practice, and registered dental hygienists in extended functions, shall remain in effect until modified by the dental hygiene board. The fees are subject to the following limitations:

MEMORANDUM

DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 16: Update on Current Legislation as of November 7, 2023

Legislation	Topic	Status	DHBC Position July 22, 2023
AB 477 Waldron	Legislative review of state boards. This bill would require the report prepared by the committee to be made available to the public online.	2.17.23 Assembly Business & Professions	Watch
AB 481 Carrillo	Dentistry: dental assistants. Existing law sets forth requirements for licensure as a registered dental assistant and as a registered dental assistant in extended functions, and sets forth duties and functions that a registered dental assistant or a registered dental assistant in extended function is authorized to perform. This bill would revise the responsibilities of a supervising dentist relating to an unlicensed dental assistant, and the functions and duties that an unlicensed dental assistant is authorized to perform. The bill would revise the course requirements for an unlicensed dental assistant, including by requiring the verification that the dental assistant has completed specified preceptorship and work experience requirements by an affidavit signed under penalty of perjury by the preceptor or the supervising dentist, as provided. The bill would require an unlicensed dental assistant to obtain a certificate of completion of radiation safety to perform radiographic procedures. This bill would revise the requirements to obtain an orthodontic assistant permit and would revise the	Failed Deadline pursuant to Rule 61(a)(11). 2 year May be acted upon Jan 2024	Watch

Legislation	Topic	Status	DHBC Position July 22, 2023
	<p>duties and functions that a person holding an orthodontic assistant permit is authorized to perform.</p> <p>This bill would revise and recast the requirements to obtain a dental sedation assistant permit, including requiring licensure as a dental assistant, registered dental assistant, or registered dental assistant in extended functions and would revise the duties and functions that a person holding a dental sedation assistant permit is authorized to perform.</p>		
AB 557 Hart	<p>Open meetings: local agencies: teleconferences.</p> <p>This bill would, until January 1, 2026, extend the time required to make specified findings related to teleconferenced meetings being held by legislative bodies operating under the Ralph M. Brown Act during declared states of emergency.</p>	<p>10.8.2023 Approved by the Governor.</p> <p>Chapter 534, Statutes of 2023.</p>	Watch
AB 820 Reyes	<p>State boards and commissions: seniors.</p> <p>This bill would state the intent of the legislature to enact legislation that would increase representation for older adults on state boards and commissions.</p>	<p>8.14.23 Senate Suspense File</p>	Watch
AB 883 Mathis	<p>Business licenses: United States Department of Defense SkillBridge program.</p> <p>This bill would require boards to expedite application processing for members of the military and honorably discharged veterans enrolled in the Department of Defense's SkillBridge program.</p>	<p>10.7.2023 Approved by the Governor.</p> <p>Chapter 348, Statutes of 2023.</p>	Watch
AB 936 Wood	<p>Dentistry: exemptions.</p> <p>Current law prohibits the practice of dentistry by any person without a valid license, except in certain circumstances, including a final year student, as defined, practicing dentistry at a sponsored event, without compensation or expectation of compensation and under the supervision of a licensed dentist with a clinical faculty appointment, if specified conditions are met. Current law defines a final year student, for this purpose, to mean a student of dentistry in the</p>	<p>10.8.2023 Approved by the Governor.</p> <p>Chapter 550, Statutes of 2023.</p>	Watch

Legislation	Topic	Status	DHBC Position July 22, 2023
	student's final year of completion at a dental school approved by the board, including a student enrolled in an advanced dental program. This bill would instead apply the above-described exception to a dental student. The bill would define "dental student" as a person who has begun clinical training at a dental school approved by the board, and would make conforming changes.		
AB 996 Low	Department of Consumer Affairs: continuing education: conflict-of-interest policy. Current law provides for the licensure and regulation of professions and vocations by entities within the Department of Consumer Affairs. Under Current law, several of these entities may require licensees to satisfy continuing education course requirements. This bill would require those entities to develop and maintain a conflict-of-interest policy that, at minimum, discourages the qualification of any continuing education course if the provider of that course has an economic interest in a commercial product or enterprise directly or indirectly promoted in that course and requires conflicts to be disclosed at the beginning of each continuing education course.	Failed Deadline pursuant to Rule 61(a)(14). 2 year May be acted upon Jan 2024	Watch
AB 1028 McKinnor/ Wicks/ Wiener	Reporting of crimes: mandated reporters. This bill would, on and after January 1, 2025, remove the requirement that a health practitioner make a report to law enforcement when they suspect a patient has suffered physical injury caused by assaultive or abusive conduct. The bill would, on and after January 1, 2025, instead require a health practitioner who suspects that a patient has suffered physical injury that is caused by domestic violence, as defined, to provide brief counseling, education, or other support, and a warm handoff, as defined, or referral to local and national domestic violence or sexual violence advocacy services, as specified. The bill would, on and after January 1, 2025, specify that a health practitioner is not civilly or criminally liable for any report that is	8.28.23 Senate Suspense File	Watch

Legislation	Topic	Status	DHBC Position July 22, 2023
	made in good faith and in compliance with these provisions.		
AB 1257 Berman/ Roth	<p>Dentistry: Dental Hygiene Board of California.</p> <p>SUNSET BILL</p> <p>Current law requires the Dental Hygiene Board of California to consist of 9 members, and requires 7 members to be appointed by the governor, one to be appointed by the Senate Committee on Rules, and one to be appointed by the Speaker of the Assembly. Current law authorizes the governor to remove any member of the board, as specified. This bill would instead authorize an appointing authority to remove a member of the board appointed by that appointing authority, as specified. This bill would instead authorize an appointing authority to remove a member of the board appointed by that appointing authority, as specified. This bill would also extend the repeal date of the board and related appointment provisions to January 1, 2028.</p> <p>Under this bill, graduation from a California accredited dental hygiene college approved by the dental hygiene board within the preceding 3 years satisfies the requirement for satisfactory performance of 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. This bill would additionally require an applicant for licensure as a registered dental hygienist to maintain a current, valid certification in basic life support, as prescribed.</p> <p>This bill would authorize the board to increase the prescribed mandatory coursework to 10 hours per renewal period.</p> <p>Existing law authorizes a person licensed as a registered dental hygienist in alternative practice to provide oral health inservice training to staff in a long-term health care facility.</p>	10.10.2023 Approved by the Governor Chapter 677, Statutes of 2023.	Support. Letter sent 6.12.23

Legislation	Topic	Status	DHBC Position July 22, 2023
	This bill would instead authorize a person licensed as a registered dental hygienist to provide the above-described training.		
AB 1395 Garcia	<p>Licensed Physicians and Dentists from Mexico Pilot Program: requirements.</p> <p>The Licensed Physicians and Dentists from Mexico Pilot Program allows licensed physicians and dentists from Mexico to be issued a license by the Medical Board of California or a permit by the Dental Board of California to practice medicine or dentistry in California for a period not to exceed 3 years and establishes requirements for the participants in the program, as specified. This bill would, for purposes of the pilot program, notwithstanding the specified-described requirements to provide specified federal taxpayer information, require the Medical Board of California to issue a 3-year nonrenewable license to an applicant who has not provided an individual taxpayer identification number or social security number if the applicant meets specified conditions. Pursuant to these conditions, the applicant would be required to immediately seek an appropriate 3-year visa and social security number from the federal government within 14 days of being issued the medical license and immediately provide the medical board with their social security number within 10 days of issuance of that card by the federal government. The bill would prohibit the applicant from engaging in the practice of medicine until the board determines that these conditions have been met. The bill would require the board to notify the applicant of their eligibility to practice medicine if the board determines the applicant has met these conditions.</p>	<p>9.22.2023 Approved by the Governor</p> <p>Chapter 205, Statutes of 2023.</p>	<p>Watch</p>
AB 1396 Garcia	<p>Licensed Physicians and Dentists from Mexico Pilot Program: requirements.</p> <p>Current law governs professions and vocations that are regulated by various boards within the Department of Consumer Affairs, including the Medical Board of California and the Dental Board of California. Current law requires those boards to</p>	<p>Failed Deadline pursuant to Rule 61(a)(5).</p> <p>2 year</p>	<p>Watch</p>

Legislation	Topic	Status	DHBC Position July 22, 2023
	require a licensee, at the time of issuance of a license, to provide specified federal taxpayer information, including the applicant's social security number or individual taxpayer identification number. Current law prohibits a licensing board from processing an application for an initial license unless the applicant provides that information where requested on the application. The Licensed Physicians and Dentists from Mexico Pilot Program allows licensed physicians and dentists from Mexico to be issued a license by the Medical Board of California or a permit by the Dental Board of California to practice medicine or dentistry in California for a period not to exceed 3 years and establishes requirements for the participants in the program, as specified. This bill would, for purposes of the pilot program, notwithstanding the above-described requirements to provide specified federal taxpayer information, require the Medical Board of California to issue a 3-year nonrenewable license to an applicant who has not provided an individual taxpayer identification number or social security number if the applicant meets specified conditions.	May be acted upon Jan 2024.	
AB 1707 Pacheco	Health professionals and facilities: adverse actions based on another state's law. This bill would prohibit a healing arts board from denying an application for a license or imposing discipline upon a licensee solely on the basis of a civil judgment, criminal conviction, or disciplinary action in another state that is based on the application of another state's law that interferes with a person's right to receive care that would be lawful in this state.	9.27.2023 Approved by the Governor Chapter 258, Statutes of 2023.	Watch
SB 259 Seyarto	Reports submitted to legislative committees. This bill would require a state agency to post on its internet website any report, as defined, that the state agency submits to a committee of the Legislature. This bill would additionally require the Legislative Counsel to make available to the public a link to the list of state and local agency reports submitted by	9.1.2023 Approved by the Governor Chapter 148, Statutes of 2023.	Watch

Legislation	Topic	Status	DHBC Position July 22, 2023
	state and local agencies to a committee of the Legislature or to the Members of either house of the Legislature generally, as specified.		
SB 372 Menjivar	<p>Department of Consumer Affairs: licensee and registrant records: name and gender changes.</p> <p>This bill would require a board to update a licensee or registrant's records, including records contained within an online license verification system, to include the licensee or registrant's updated legal name or gender if the board receives government-issued documentation, as described, from the licensee or registrant demonstrating that the licensee or registrant's legal name or gender has been changed.</p>	<p>9.23.2023 Approved by the Governor</p> <p>Chapter 225, Statutes of 2023.</p>	Watch
SB 544 Laird	<p>Bagley-Keene Open Meeting Act: teleconferencing.</p> <p>Amends the Bagley-Keene Open Meetings Act to allow for a hybrid meeting approach and would do the following:</p> <ul style="list-style-type: none"> • Allow boards and bureaus to continue conducting single-site physical meetings without providing electronic public access. • Allow boards and bureaus to conduct virtual meetings by either telephone or online platform under the following conditions: <ul style="list-style-type: none"> ○ Require one physical meeting location and the meeting must at least be audible at that location; ○ Require at least one board member or staff member to be present at the physical meeting location; ○ Require boards and bureaus to provide a way for the public to hear or observe the meeting remotely via a telephonic or online method that is equivalent to the method provided to board members; ○ Require the telephone number or online information, plus the physical site address, to be included in the meeting notice; and ○ No longer require agendas to: (1) identify separately all teleconference locations in the 	<p>9.22.2023 Approved by the Governor</p> <p>Chapter 216, Statutes of 2023.</p>	Support. Letter sent 6.12.23

Legislation	Topic	Status	DHBC Position July 22, 2023
	meeting notice, (2) post agendas at teleconference locations, and (3) provide public access to all teleconference locations, except for the one physical location.		
SB 802 Roth	<p>Licensing boards: disqualification from licensure: criminal conviction.</p> <p>Existing law requires a board to notify the applicant in writing if a board decides to deny an application for licensure based solely or in part on the applicant's conviction history. If a board decides to deny an application for licensure based solely or in part on the applicant's conviction history, this bill would require a board to notify the applicant in writing within 30 days after a decision is made.</p>	<p>5.4.23 Assembly Business & Professions</p> <p>7.11.23 set for first hearing canceled at the request of author.</p>	Watch

Legislative Calendar Highlights:

2023

- **September 14** - Last day for each house to pass bills. Interim Study Recess begins at the end of this day's session.
- **October 14** - Last day for Governor to sign or veto bills passed by the Legislature on or before Sept. 14 and in his possession after Sept. 14.

2024

- **January 1** – *2023 Statutes take effect.*
- **January 3** - Legislature reconvenes.
- **January 10** - Budget must be submitted by Governor.
- **January 12** - Last day for policy committees to hear and report to fiscal committees fiscal bills introduced in their house in the odd-numbered year.
- **January 19** - Last day for any committee to hear and report to the floor bills introduced in that house in the odd-numbered year. Last day to submit bill requests to the Office of Legislative Counsel.
- **January 31** - Last day for each house to pass bills introduced in that house in the odd-numbered year.
- **February 16** - Last day for bills to be introduced.
- **March 21** - Spring Recess begins upon adjournment of this day's session.
- **April 1** - Legislature Reconvenes from Spring Recess.
- **May 3** - Last day for policy committees to hear and report to the floor non-fiscal bills introduced in their house.

- **May 10** - Last day for policy committees to meet prior to May 28.
- **May 17** - Last day for fiscal committees to hear and report to the floor bills introduced in their house. Last day for fiscal committees to meet prior to May 28.
- **May 20 – 24** - Floor Session only. No committees, other than conference or Rules committees, may meet for any purpose.
- **May 24** - Last day for each house to pass bills introduced in that house.
- **May 28** - Committee meetings may resume.
- **June 15** - Budget Bill must be passed by midnight.
- **June 27** - Last day for a legislative measure to qualify for the Nov. 5 General Election ballot.
- **July 3** - Last day for policy committees to meet and report bills. Summer Recess begins upon adjournment provided Budget Bill has been passed.
- **August 5** - Legislature Reconvenes from Summer Recess.
- **August 16** - Last day for fiscal committees to meet and report bills.
- **August 19 – 31** - Floor Session only. No committees, other than conference and Rules committees, may meet for any purpose.
- **August 23** - Last day for each house to pass bills. Final Recess begins upon adjournment.
- **September 30** - Last day for Governor to sign or veto bills passed by the Legislature before Sept. 1 and in the Governor's possession on or after Sept. 1.
- **November 5** – General Election.
- **November 30** - Adjournment Sine Die at midnight.
- **December 2** - 12 Noon convening of the 2025-26 Regular Session.

2025

- **January 1** – *2024 Statutes take effect.*

MEMORANDUM

DATE	July 22, 2023
TO	Dental Hygiene Board of California
FROM	Adina A. Pineschi-Petty DDS Education, Legislative, and Regulatory Specialist
SUBJECT	FULL 17: Dental Hygiene Educational Program Site Visit Update and Schedule.

1. Diablo Valley College (DVC)

- a. On September 6, 2022, the Dental Hygiene Board of California (DHBC) was notified of a change in clinical staffing and infection control oversight for DVC.
- b. Current Status
 - i. In compliance.

2. Pasadena City College (PCC)

- a. Site visit generated due to a change in administration for PCC as well as a part of the DHBC oversight goals to review all DHEPs in California.
- b. On October 12, 2022, a site visit was conducted at the PCC campus.
- c. Current Status:
 - i. In temporary compliance.
 - ii. See PCC reports.

3. Loma Linda University (LLU)

- a. Site visit generated due to a change in administration for LLU as well as a part of the DHBC oversight goals to review all DHEPs in California.
- b. On October 13, 2022 and October 10, 2023, two site visits were conducted at the LLU campus.
- c. Current Status:
 - i. In compliance.
 - ii. See LLU report.

4. Carrington College-Sacramento (Carrington-Sacramento)

- a. On March 8, 2023, a site visit was conducted to review facilities regarding their expansion request.
- b. Current Status:
 - i. Not in compliance.
 - ii. Sterilization room ventilation project in process.

5. Carrington College-San Jose (Carrington-San Jose)

- a. On March 1, 2023, a site visit was conducted to review facilities regarding their expansion request.
- b. Current Status:
 - i. Not in compliance.
 - ii. Sterilization room ventilation project in process.

6. Chabot College (Chabot)

- a. Site visit generated due to a review of Chabot's Self Study as submitted to CODA, as well as a change in in administration.
- b. On May 2, 2023, a site visit was conducted at the Chabot campus.
- c. Current Status:
 - i. In compliance.
 - ii. See Chabot report.

7. Moreno Valley College (MVC)

- a. Site visit generated due to a change in in administration for MVC as well as a part of the DHBC oversight goals to review all DHEPs in California.
- b. On October 11, 2023, a site visit was conducted at the MVC campus.
- c. Current Status:
 - i. In compliance.
 - ii. See MVC report.

8. Cypress College (Cypress)

- a. Site visit generated due to a change in in administration for Cypress as well as a part of the DHBC oversight goals to review all DHEPs in California.
- b. On October 12, 2023, a site visit was conducted at the Cypress campus.
- c. Current Status:
 - i. In progress.

RDH Educational Program	CODA Visit Previous/Next Scheduled	DHBC Visit(s) Previous/Next Scheduled
Cabrillo College	2019 / 2027	November 7, 2019 TBD 2024/ New Program Director
Carrington - Sacramento	2021 / 2028	February 10, 2021 March 8, 2023 (limited) TBD 2024/New Program Director/Program Expansion
Carrington - San Jose	2021 / 2028	October 25, 2017 November 16, 2020 March 1, 2023 (limited) TBD 2024/New Program Director/Program Expansion
Cerritos College	2016 / November 12-14, 2024	February 15, 2017 TBD 2024/ New Program Director
Chabot College	2023 / 2030	September 8, 2021 May 2, 2023
Concorde Career College-Garden Grove	2019 / 2027	June 28, 2016 August 10, 2016 December 7, 2016 January 18, 2018 June 29, 2022 TBD 2024/ New Program Director
Concorde Career College-San Bernardino	2018 / 2026	December 20, 2016 January 19, 2018 June 28, 2022
Concorde Career College-San Diego	2021/ 2028	December 19, 2016 May 27, 2021 TBD 2024/ New Program Director and follow-up due to remodel
Cypress College	2015 / September 27-29, 2023	March 3, 2020 October 12, 2023

RDH Educational Program	CODA Visit Previous/Next Scheduled	DHBC Visit(s) Previous/Next Scheduled
Diablo Valley College	2017 / 2025	February 26, 2019
Foothill College	2018 / 2026	October 18, 2018
Fresno City College	2021 / 2028	October 27, 2021
Loma Linda University	2016 / February 20-21, 2024	October 13, 2022 October 10, 2023
Moreno Valley College	2019 / 2027	May 30, 2017 October 11, 2023
Oxnard College	2021 / 2028	November 4, 2021
Pasadena City College	2016 / March 26-28, 2024	October 12, 2022
Sacramento City College	2018 / 2026	December 7, 2018
San Joaquin Valley College - Ontario	2022 / 2029	June 24, 2021
San Joaquin Valley College - Visalia	2019 / 2026	November 14, 2019
Santa Rosa Junior College	2015 / October 18-19, 2023	September 16, 2021
Shasta College	2023 / 2030	March 12, 2018 March 23, 2021
Southwestern College	2023 / 2030	September 22, 2021
Taft College	2016 / February 1-2, 2024	May 8, 2017 May 15, 2017 June 9, 2017 July 24, 2017 February 2024
University of the Pacific	2022 / 2029	February 13, 2020
West Coast University	2017 / 2025	September 15, 2022
West Los Angeles College	2017 / 2025	October 30, 2018



October 20, 2023

José A. Gómez, Ph.D.
Interim Superintendent/President
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106

Dear Dr. Gómez,

The Dental Hygiene Board of California (DHBC) conducted a site visit on October 12, 2022, of the Pasadena City College (PCC) Dental Hygiene Educational Program (DHEP). 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 October 12, 2022, the DHBC notified PCC of deficiencies in a "Site Visit Report" requiring compliance deadlines of November 10, 2022, December 15, 2022,

On October 12, 2022, and December 15, 2022, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance, with deficiencies remaining due to unsatisfactory remedies.

On December 19, 2022, the DHBC notified PCC of remaining deficiencies in "Site Visit Determination 1" requiring a compliance deadline of January 16, 2023. In this notification the Board advised PCC that "Not complying with this deadline could result in a citation and fine penalty for non-compliance. Continued non-compliance of the law will encourage the matter to be brought before the Board for further action, including risking the DHBC's approval of the PCC DHEP and for PCC's graduates to obtain a California license in dental hygiene."

On January 20, 2023, and January 24, 2023, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance for the outstanding deficiencies, with deficiencies remaining due to unsatisfactory remedies.

On February 10, 2023, the DHBC notified PCC of remaining deficiencies in "Site Visit Determination 2" requiring compliance deadlines of March 1, 2023, May 1, 2023, and September 1, 2023. Again, the DHBC notified PCC that "Not complying with this deadline could result in a citation and fine penalty for non-compliance. Continued non-compliance of the law will encourage the matter to be brought before the Board for further action, including risking the DHBC's approval of the PCC DHEP and for PCC's graduates to obtain a California license in dental hygiene."

On March 1, 2023, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance, with deficiencies remaining due to unsatisfactory remedies.

On March 3, 2023, the DHBC notified PCC of remaining deficiencies in "Site Visit Determination 3" requiring compliance deadlines of May 1, 2023, and September 1, 2023. Again, the DHBC notified PCC that "Not complying with this deadline could result in a citation and fine penalty for non-compliance. Continued non-compliance of the law will encourage the matter to be brought before the Board for further action, including risking the DHBC's approval of the PCC DHEP and for PCC's graduates to obtain a California license in dental hygiene."

On May 1, 2023, and May 17, 2023, PCC provided additional narrative and documentation to the DHBC demonstrating permanent compliance for Deficiency 3 due on May 1, 2023, with deficiencies remaining due to unsatisfactory remedies.

On May 30, 2023, the DHBC notified PCC of remaining deficiencies in "Site Visit Determination 4" requiring a compliance deadline of June 30, 2023. Again, the DHBC notified PCC that "Not complying with this deadline could result in a citation and fine penalty for non-compliance. Continued non-compliance of the law will encourage the matter to be brought before the Board for further action, including risking the DHBC's approval of the PCC DHEP and for PCC's graduates to obtain a California license in dental hygiene."

June 30, 2023, PCC provided additional narrative and documentation to the DHBC demonstrating permanent compliance for Deficiency 3 due on June 30, 2023, with deficiencies remaining due to unsatisfactory remedies.

On June 30, 2023, the DHBC notified PCC of remaining deficiencies in "Site Visit Determination 5" requiring a compliance deadline of September 1, 2023. Again, the DHBC notified PCC that "Not complying with Board deadlines will result in a citation and fine penalty for non-compliance and potential further action. Continued non-compliance of the law will encourage the matter to be brought before the Board

where PCC risks the DHBC's approval of the DHEP and the ability for PCC's graduates to obtain a California license in dental hygiene."

On August 18, 2023, PCC requested the deadline extension to be moved to September 18, 2023, from September 1, 2023. That same day, DHBC granted the extension and stated "The Dental Hygiene Board will grant this extension. However, as the Board has provided PCC many extensions to comply with previous requests, the Board will not grant any further extension requests without penalty."

My staff, Dr. Adina Pineschi-Petty, has had ongoing communications with the program director, Ms. Adrine Reganian, to correct these deficiencies and the Board has graciously provided several extensions of due dates for compliance as listed above because we're aware there are complex issues. Unfortunately, the PCC dental hygiene program has not sufficiently provided the updated information required to opine that they are working diligently toward compliance. Our last deficiency letter sent to Ms. Reganian on August 18, 2023, indicated if there was no response or indicators of progressing toward compliance of the law by the provided communication deadline of September 18, 2023, and that further action may be taken against the dental hygiene program. To date, which is over an additional month from the extended September 18, 2023, due date providing additional time, we still have not heard any update from the PCC Dental Hygiene program. Therefore, the Board will move forward with action against the program and the issues will be brought to the Board's attention at its November 18, 2023, Board meeting. Below is an excerpt of the communications and what has been requested of the dental hygiene program to provide:

- On September 15, 2023, the requested documentation provided was deficient and Dr. Pineschi-Petty requested additional information regarding the current status of the new clinic, as well as regarding shielding requirements of the radiology area to be due on September 25, 2023.
- On September 25, 2023, documentation regarding the current status of the new clinic was not provided, as well as documentation regarding shielding requirements of the radiology area was deficient. Dr. Pineschi-Petty extended the deadline to September 29, 2023, by 5:00 p.m.
- On October 2, 2023, Ms. Reganian provided an email chain (started on October 2, 2023, at 11:10 am, which was past Dr. Pineschi-Petty's deadline for response on September 29, 2023, by 5:00 p.m.) from Lisa Steward, Radiation Protection Specialist at the Los Angeles County of Public Health. The email responses from Ms. Steward did not address whether the use of a lead apron is considered acceptable.

1. Ms. Reganian asked Ms. Steward if she needed to provide additional "proof" but did not ask her specifically to address if the use of the lead apron was considered acceptable shielding.
2. Ms. Steward stated, "The recommendations included in the letter are routinely noted as a general safety practice and do not require additional proof of compliance."

Dr. Pineschi-Petty's concern was if the lead apron was acceptable to the Los Angeles County of Public Health. Ms. Reganian did not provide that answer nor any documentation supporting the use of a lead apron as acceptable shielding. Additionally, the current status of the new clinic was never addressed in any communication.

Therefore, this matter will be brought before the Board at the November 18, 2023, meeting. We would request a representative from PCC be present at the meeting to address Board concerns.

Sincerely,



Anthony Lum

Executive Officer

Dental Hygiene Board of California

cc: Laura M. Ramirez, Ed.D., Assistant Superintendent/Vice President, Instruction, PCC

Micah Young, M.D., Dean, PCC

Adrine Reganian, RDHAP, BSDH, MSHS, Program Director, Department of Dental Hygiene, PCC

Carmen Dones, Ed.D., President, DHBC

October 25, 2022

Erika Endrijonas, Ph.D.
President
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106

Dear Dr. Endrijonas,

The Dental Hygiene Board of California (DHBC) conducted a site visit on October 12, 2022, of the Pasadena City College (PCC) Dental Hygiene Educational Program (DHEP). 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 Facilities

a. Site Visit Observation:

Insufficient clinic space provided to the DHEP to safely provide patient care:

i. Operatory chairs:

1. Less than three feet head-to-head between chairs.
 - a. Space insufficient impeding access to operatory chairs and egress from the clinic.
 - i. Cause of special concern if an emergency evacuation of the clinic is necessary.
 - b. Limits access to patients with special needs (e.g., wheelchair access, walkers, etc.)
 - c. Impedes patient privacy to prevent disclosure of Protected Health Information (PHI).
 - d. Prevents students from having 180-degree access to head of patient.
 - i. Impedes proper student ergonomics.
2. One chair inoperable for two weeks.
 - a. Limits student access to working facilities.
 - b. Undetermined as to repair timeline.
 - c. PCC lacks an equipment maintenance and replacement plan.

ii. Mobile Barriers:

1. Unstable.
 - a. Pose a tripping and/or falling hazard.
 - b. History of barriers causing patients, students, and faculty to trip, as well as an incident of a barrier falling on a faculty member causing injury (verbal history provided by faculty and students during faculty interview.)
2. Impede general access to operator chairs and egress from the clinic.
 - a. Cause of special concern if an emergency evacuation of the clinic is necessary.
3. Limit access to sink for proper handwashing.
4. Limit access to patients with special needs (e.g., wheelchair access, walkers, etc.)
5. Fail to provide patient privacy to prevent disclosure of PHI.
6. Prevent 180-degree access to head of patient for patient dental hygiene care.
 - a. Impedes correct student ergonomics for student instrumentation.

iii. Central Sterilization Facilities:

1. No barriers and open to the clinic and radiology.
 - a. Exposes patients, students, faculty, and staff to aerosols from the processing of instruments and equipment.
 - b. Exposes patients to potentially infectious materials as there is no separation of the central sterilization area from the entrance to the clinic.
2. Insufficient safe and contained storage of contaminated and sterilized instruments and equipment.

iv. Radiology Facilities:

1. Panoramic radiology unit lacking required radiation safety barriers.
 - a. Patients, students, staff, and faculty exposed to errant radiation causing a safety concern.
2. Radiology equipment inoperable for five weeks.
 - a. Students unable to process necessary radiographs to ensure proper patient treatment standards.
 - b. Students unable to complete necessary radiographic requirements to ensure competency in radiology education.
 - c. PCC lacks an equipment maintenance and replacement plan.

v. Emergency supplies:

1. Emergency supplies not centrally located to allow for ease of access by clinic personnel during an emergency.

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)(i)

(A) An educational program shall: (i) Provide infection control equipment according to the requirements of California Code of Regulations (CCR), Title 16, Division 10, Chapter 1, Article 1, Section 1005.

iii. 16 CCR Section 1105.2(d)(3)(C)

An educational program shall comply with local, state, and federal health and safety laws and regulations.

iv. 16 CCR Section 1005

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 local, state and federal regulations.

Clinical Facilities

The dental hygiene facilities must include the following: a) sufficient clinical facility with clinical stations for students including conveniently located areas for hand hygiene; equipment allowing display of radiographic images during dental hygiene treatment; a working space for the patient's record adjacent to units; functional 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 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.

vi. CODA Standard 4-2

Radiography facilities must be sufficient for student practice and the development of clinical competence. The radiography facilities must contain the following:

a) an appropriate number of radiography exposure rooms which include: equipment for acquiring radiographic images; teaching manikin(s); and conveniently located areas for hand hygiene; b) equipment for processing radiographic images; c) equipment allowing display of radiographic images; d) documentation of compliance with applicable local, state and federal regulations.

Regardless of the number of machines provided, it must be demonstrated that time is available for all students to obtain required experience with faculty supervision and that acceptable faculty teaching loads are maintained.

vii. CODA Standard 6-5

The program's policies must ensure that the confidentiality of information pertaining to the health status of each individual patient is strictly maintained.

viii. 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.

ix. Patient Privacy and Health Insurance Portability and Accountability Act (HIPAA) of 1996 Public Law 104-191.

x. 45 Code of Federal Regulations (CFR) Sections 160, 162, and 164.

xi. 8 CCR Section 5193. Bloodborne Pathogens.

xii. CDC Guidelines for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings – 2007

xiii. CDC Guidelines for Infection Control in Dental Health-Care Settings — 2003

c. Determination:

i. **Not in compliance.**

ii. PCC shall provide clinical facilities pursuant to 16 CCR Sections 1105(i), 1105.2(d)(3)(A)(i), 1105.2(d)(3)(C), and 1005; CODA Standards 4-1, 4-2, and 6-5; HSC Division 109 Section 130203; in addition to HIPAA of 1996 Public Law 104-191 and 45 CFR Sections 160, 162, and 164; 8 CCR section 5193. Bloodborne Pathogens; CDC Guidelines for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings – 2007; and CDC Guidelines for Infection Control in Dental Health-Care Settings — 2003.

iii. PCC shall provide the following:

1. A narrative and equipment maintenance and replacement plan by **November 10, 2022**.
2. A narrative and plan for **temporary compliance** by **November 10, 2022**.
 - a. Evidence shall include, but not limited to:
 - i. Schematic of clinic and plan for adaptive use of clinic to ensure safe usage of the clinic and patient privacy.
 1. Plan shall include all areas of the clinic, including radiology and central sterilization facilities.
 - ii. Student clinic assignment schedule demonstrating:
 1. First-year students: Each student should be scheduled for at least eight to twelve hours of direct patient care per week in the dental hygiene clinic.
 2. Second-year students: Each student should be scheduled for at least twelve to sixteen hours of direct patient care per week in the dental hygiene clinic.
3. A narrative and plan for **permanent compliance** by **December 15, 2022**.

2. Deficiency 2 - Program Director Assignment

a. Site Visit Observation:

- i. Program director (PD) does not have the primary responsibility for all aspects of the program.
 1. Insufficient time devoted to DHEP administration.
 - a. PD schedule only provides approximately 24.6% (Fall schedule), 29.4% (Summer schedule), and 24.8% (Spring schedule) devoted to program administration.
 2. No evidence of PD providing input into the admissions process.
 3. No evidence of PD providing input into clinic maintenance decisions.

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. The PCC DHEP director must have the authority and responsibility to administer the DHEP pursuant to 16 CCR Section 1105(j), 16 CCR Section 1105.1(a), in addition to meeting CODA Standards 3-2 and 3-4.
 - iii. PCC shall provide a narrative and evidence of a PD assignment in compliance with 16 CCR Section 1105(j), 16 CCR Section 1105.1(a), in addition to meeting CODA Standards 3-2 and 3-4 by **November 10, 2022**.

3. Deficiency 3 - Clinic Infection Control Staffing

a. Site Visit Observation:

- i. No staff dedicated to clinical oversight of infection control and sterilization processes for the DHEP.
 - 1. Students observed in sterilization area unsupervised.
 - a. Poses a health and safety risk for novice, unlicensed students.

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. PCC shall provide a narrative and evidence of qualified institutional support personnel pursuant to 16 CCR Section 1105(i), 16 CCR Section 1105(k), in addition to CODA Standard 3-11 by **November 10, 2022.**

4. Deficiency 4 - Policies and Procedures

a. Program Review:

- i. Lack of formal Curriculum Management Plan
- ii. Lack of formal Patient Care Quality Assurance Plan

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. CODA Standard 2-24

The dental hygiene program must have a formal, written curriculum management plan, which includes: a) an annual formal curriculum review and evaluation process with input from faculty, students, administration and other appropriate sources; b) evaluation of the effectiveness of all courses as they support the program's goals and competencies; c) a defined mechanism for coordinating instruction among dental hygiene program faculty.

iii. CODA Standard 6-2

The program must have a formal written patient care quality assurance plan that allows for a continuous systematic review of patient care standards. The quality assurance plan must be applied at least annually and include: a) standards of care that are patient-centered, focused on comprehensive care, and written in a format that facilitates assessment with measurable criteria; b) an ongoing audit of a representative sample of patient records to assess the appropriateness, necessity and quality of the care provided; c) mechanisms to determine the cause of treatment deficiencies; d) patient review policies, procedure, outcomes and corrective measures.

c. Determination:

i. **Not in compliance**

ii. PCC shall provide a formal Curriculum Management Plan and a formal Patient Care Quality Assurance Plan pursuant to 16 CCR section 1105(d), in addition to CODA Standards 2-24 and 6-2 by **December 15, 2022**.

5. Deficiency 5 - Admissions and DHBC Prerequisites

a. Program Review:

i. Missing DHBC prerequisites.

1. Admissions Policy (Appendix 0-A),

a. Page 1 States:

i. "CHEM 001AB or CHEM 002"

ii. Missing either Inorganic Chemistry or Biochemistry/Organic Chemistry with Biochemistry in policy.

ii. Admissions Policy.

1. Admissions files not filled out uniformly, nor all the same documentation present in each student's file.
 - a. Lack of evidence ensuring accepted students meet all DHBC requirements.
2. "DH Application Information Sheet" has a spot for recording if a "HS Diploma" was submitted and on some files "NO" is checked.
 - a. Lack of evidence ensuring accepted students meet all DHBC requirements.
3. No evidence of an "Admissions Committee", in addition to lack of evidence of PD providing admissions input ensuring accepted students meet all DHBC requirements.

b. Refer to:

i. 16 CCR Section 1105(f)

Admission. (1) The minimum basis for admission into an educational program shall be the successful completion of all of the following: (A) A high school diploma or the recognized equivalent, which will permit entrance to a college or university accredited by an agency recognized by the U.S. Department of Education or Council for Higher Education Accreditation; and, (B) College-level general education courses in the topic areas of: (i) Oral and Written Communication (ii) Psychology (iii) Sociology (iv) Mathematics (v) Cultural Diversity* (vi) Nutrition* *This course is required prior to graduation, and may be waived as an admission requirement if included within the dental hygiene program curriculum. (C) College-level biomedical science courses, each of which must include a wet laboratory component, in: (i) Anatomy (ii) Physiology (iii) Chemistry (iv) Biochemistry (v) Microbiology.

ii. CODA Standard 2-3

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.

c. Determination:

i. **Not in compliance**

- ii. PCC shall require prerequisites for the DHEP program pursuant to 16 CCR Section 1105(f) in addition to CODA Standard 2-3.
- iii. PCC shall provide a narrative and evidence of DHBC prerequisites pursuant to 16 CCR Section 1105(f) and CODA Standard 2-3 by **November 10, 2022**.

6. Deficiency 6 - Required Program Curriculum

a. Program Review:

- i. Radiology curriculum out of sequence.
 - 1. Placed in the Spring semester, not affording students to become competent in Radiology prior to exposure to clinical patients.
- ii. Special Needs Competency.
 - 1. PCC lacks a competency for "Special Needs" patients.
- iii. Patient Requirements.
 - 1. PCC does not demonstrate a minimum number of patient requirements ensuring:
 - a. Breadth of experience and student competency in patient experiences in all classifications of periodontal disease including mild, moderate, and severe involvement.
 - b. Breadth of experience and student competency in providing patient experiences in dental hygiene care for the child, adolescent, adult, geriatric, and special needs patients.
 - 2. PCC PD stated in an email on October 6, 2022: "We do not have a minimum number of patient requirements for categories listed in #15. The tracking is accomplished through the Clinical Evaluation grade sheet (please see attached)."

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. 16 CCR Section 1105.2(c)
The organization of the curriculum shall create opportunities for adjustments to and research of, advances in the practice of dental hygiene to ensure that graduates will have the knowledge, skills, and abilities to function within the dental hygiene scope of practice.

- iv. 16 CCR Section 1105.2(e)
An educational program shall provide for breadth of experience and student competency in patient experiences in all classifications of periodontal disease including mild, moderate, and severe involvement
 - v. 16 CCR Section 1105.2(f)
An educational program shall provide for breadth of experience and student competency in providing patient experiences in dental hygiene care for the child, adolescent, adult, geriatric, and special needs patients.
 - vi. CODA Standard 2-9
The basic clinical education aspect of the curriculum must include a formal course sequence in scientific principles of dental hygiene practice, which extends throughout the curriculum and is coordinated and integrated with clinical experience in providing dental hygiene services.
 - vii. CODA Standard 2-12
Graduates must be competent in providing dental hygiene care for all patient populations including: 1) child 2) adolescent 3) adult 4) geriatric 5) special needs.
 - viii. CODA Standard 2-14
Graduates must be competent in providing dental hygiene care for all types of classifications of periodontal diseases including patients who exhibit moderate to severe periodontal disease.
- c. Determination:
- i. **Not in compliance.**
 - ii. PCC shall provide a narrative and evidence of compliance with required program curriculum pursuant to 16 CCR sections 1105(c), 1105.2(b), 1105.2(c), 1105.2(e), and 1105.2(f), in addition to CODA Standards 2-9, 2-12, and 2-14 by **December 15, 2022**.
 - iii. PCC's evidence shall include, but not limited to:
 - 1. Curriculum sequence.
 - 2. A master list of all competencies required for graduation.
 - 3. A master list of patient completion requirements for graduation.
 - 4. Tracking list for student completion requirements,

7. Deficiency 7 – Faculty

- a. Program Review:
 - i. Missing several current faculty biosketches.
 - ii. Several faculty missing current mandatory California Dental Practice Act and Infection Control Courses.
 - iii. Several faculty missing current Basic Life Support (BLS) certification.

b. Refer to:

i. 16 CCR Section 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.

ii. 16 CCR Section 1016(b)(1)(A-C)

(1) Mandatory courses required by the Board for license renewal shall include a Board-approved course in Infection Control, a Board-approved course in the California Dental Practice Act, completion of certification in Basic Life Support, and a Board-approved course on the responsibilities and requirements of prescribing Schedule II opioids.

(A) At a minimum, course content for a Board-approved course in Infection Control shall include all content of Section 1005 and the application of the regulations in the dental environment.

(B) At a minimum, course content for the Dental Practice Act [Division 2, Chapter 4 of the Code (beginning with § 1600)] shall instruct on acts in violation of the Dental Practice Act and attending regulations, and other statutory mandates relating to the dental practice. This includes utilization and scope of practice for auxiliaries and dentists; laws governing the prescribing of drugs; professional ethics, citations, fines, revocation and suspension of a license, and license renewal; and the mandatory reporter obligations set forth in the Child Abuse and Neglect Reporting Act (Penal Code Section 11164 et seq.) and the Elder Abuse and Dependent Adult Civil Protection Act (Welfare and Institutions Code Section 15600 et seq.) and the clinical signs to look for in identifying abuse.

(C) The mandatory requirement for certification in Basic Life Support shall be met by completion of:

(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), or,

(iii) A BLS course taught by a provider approved by the American Safety and Health Institute (ASHI).

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.

c. Determination:

- i. **Not in compliance.**
- ii. PCC shall provide a narrative and evidence of compliance with required program curriculum pursuant to 16 CCR sections 1105.1(b) and 1016(b)(1)(A-C) by **December 15, 2022.**
- iii. PCC's evidence shall include, but not limited to:
 1. List of current faculty.
 2. Current DHBC Biosketches for all faculty.
 3. Copies of current BLS certification for all faculty.

You will be required to provide evidence of compliance to the above deficiencies **no later than the aforementioned dates**. As PCC's DHEP is operating outside the structured parameters of California law and CODA Standards with these deficiencies, PCC is therefore putting students, faculty, and the public at risk.

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 PCC does not correct the above deficiencies **no later than the aforementioned dates**, PCC risks the DHBC's approval of the PCC DHEP and for PCC's 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, DHBC
Micah Young, M.D., Dean, PCC
Adrine Reganian, RDHAP, BSDH, MSHS, Program Director, Department of Dental Hygiene, PCC

December 19, 2022

Erika Endrijonas, Ph.D.
President
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106

Dear Dr. Endrijonas,

The Dental Hygiene Board of California (DHBC) conducted a site visit on October 12, 2022, of the Pasadena City College (PCC) Dental Hygiene Educational Program (DHEP). 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 December 15, 2022, PCC provided the following narrative and documentation to the DHBC, and the results of the review are as follows:

1. Deficiency 1 - Clinical Facilities

a. Insufficient clinic space provided to the DHEP to safely provide patient care.

i. Operatory chairs - less than three feet head-to-head between chairs.

1. PCC Response and Documentation:

"For the upcoming Spring Semester, both second- and first-year laboratory classes have been divided into two sections

- *5 clinic sessions have been added to ensure that each week each senior student is in 5 (3.6 hours each) clinic sessions*
- *minimum of 4 out of 5 sessions are direct patient contact hours (14.4 hours)*
- *each junior student is in 3 clinic sessions (10.8 hours)*
 - *See Document #1 Spring Schedule)*
- *To accomplish this DH will be utilizing the 3 Operatories in Dental Assisting Clinic (see Document #2 DA Operatories).*
 - *Senior DH Class has 13 students*
 - *M, W, F evenings 8 students will be in DH clinic (2 faculty), 3 students in DA clinic with one faculty member, 2 students will be on rotations with the 3rd faculty.*
 - *Monday, Wednesday afternoon, Friday morning and Friday afternoon, 2 different cohorts of the Senior DH students will*

be in DH clinic, 8 students at a time, each cohort twice a week (2 faulty)."

2. DHBC Determination:

- a. **In temporary compliance.**
- b. PCC does not provide plans for ongoing compliance past Spring 2023.
- c. PCC to provide plans for **permanent facility compliance** for future classes **by January 16, 2023.**

ii. Operatory chairs - one chair inoperable for two weeks.

1. PCC Response and Documentation:

"All non-operational dental chairs have been repaired. The program director and classified professional have reviewed communication plan and are aware that they can report any malfunctions to the Dean for an immediate attention. In addition to recording the need for repair into the Clinic Repair Log. All equipment is assessed on an on-going basis, the division and the college maintain sufficient operational budget to address the maintenance and repair of essential equipment in support of all educational programs. In the event that additional funds are needed to support essential equipment/supplies to support the educational program, the DH Program Director works with the Dean and Senior College Leadership to identify funding to support the program operations in a timely manner."

2. DHBC Determination:

- a. **In compliance.**

iii. Mobile Barriers:

1. PCC Response and Documentation:

"With dividing the first- and second-year classes into two cohorts, the barriers will be moved aside creating 6 feet access around each dental unit, with free access to the sink, allowing students 180-degree access to use ergonomically correct treatment positions. The distance and Existing Privacy screens on monitors will ensure Compliance to HIPAA protected information."

2. DHBC Determination:

- a. **In temporary compliance.**
- b. PCC does not provide plans for ongoing compliance past Spring 2023.

- c. PCC to provide plans for **permanent facility compliance** for future classes by **January 16, 2023**.

iv. Central Sterilization Facilities - Barriers.

1. PCC Response and Documentation:

"A clear, hospital-grade, cleanable, vinyl curtain has been installed between the "contaminated" and "clean" areas that will separate those areas. (In Progress, please see Document 20)"

2. "Document 20" states: "Work in progress, separating the sterilization area from clinic/clinic entrance. Hardware is installed, waiting for the curtain separator, delayed due to Manufacturer. Will be completed before January 9th, the start of the Spring Semester."

3. DHBC Determination:

- a. **Not in compliance.**

- b. PCC to provide evidence of compliance by **January 16, 2023**.

v. Central Sterilization Facilities - Storage of contaminated and sterilized instruments and equipment.

1. PCC Response and Documentation:

"There are 2 cabinets in the "clean" area of the clinic where instruments are stored after the sterilization cycle, and at the end of each clinic session students empty the cabinet and store the sterile cassettes in a specifically designated boxes in their locker rooms. Contaminated instruments are placed into the instrument washer immediately after they are moved from the operatories, to be processed, then they are wrapped and sterilized immediately. If not possible to sterilize that day, the wrapped/packaged contaminated are stored in a specific cabinet for that purpose, above the instrument washer, in the "contaminated" area. (Document 3. picture)."

2. DHBC Determination:

- a. **In compliance.**

vi. Radiology Facilities - Panoramic radiology unit.

1. PCC Response and Documentation:

"An inspection from County of Los Angeles Public Health Radiological Health Branch on May 20, 2019, no violations were noted. Additionally, during the visit CDPH

reviewed and identified safety work zones for all radiographic machines. During their visit only one concern regarding implementing a Radiation Safety Program, which has been implemented since. (Please see the attached Document #4 Public Health Inspection May 20, 2019) Additionally, Los Angeles County Public Health, Radiation Safety Division has been contacted for an inspection. (in progress), Document Radiation Safety Request. (Document 21)”

2. DHBC Determination:

- a. **Not in compliance.**
- b. PCC to provide Los Angeles County Public Health, Radiation Safety Division report to DHBC.
- c. PCC to provide evidence of compliance by **January 16, 2023.**

vii. Radiology Facilities - Radiology equipment maintenance.

1. PCC Response and Documentation:

“Both x-ray units have been fixed and are operational. Additionally, a portable unit has been purchased for unforeseen radiology unit malfunctions. The Unit has been registered with Los Angeles County Department of Public Health. All faculty have been trained on the safe use of this newly acquired equipment. A special order of command has been established to communicate any malfunctions to the Dean for an immediate attention in addition to recording the need for repair into the Clinic Repair Log. The program is aware that the college maintains sufficient budget to support the repair and maintenance of essential equipment needed to support student education and clinical operations.”

2. DHBC Determination:

- a. **In compliance.**

viii. Emergency supplies - Location.

1. PCC Response and Documentation:

“All emergency supplies have been centrally located together to allow for ease of access by clinic personnel. All students, staff and faculty working within the dental clinic have been notified of the change in location of the emergency supplies. Oxygen tank has been moved next to the AED, both across the Emergency Cart have central location for all emergency equipment/medications. (Document #5 Emergency Equipment)”

2. DHBC Determination:

a. **In compliance.**

b. Overall DHBC Determination:

i. Clinical facilities **in temporary compliance.**

1. PCC does not provide plans for ongoing compliance past Spring 2023.

ii. PCC shall provide clinical facilities pursuant to 16 CCR Sections 1105(i), 1105.2(d)(3)(A)(i), 1105.2(d)(3)(C), and 1005; CODA Standards 4-1, 4-2, and 6-5; HSC Division 109 Section 130203; in addition to HIPAA of 1996 Public Law 104-191 and 45 CFR Sections 160, 162, and 164; 8 CCR section 5193. Bloodborne Pathogens; CDC Guidelines for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings – 2007; and CDC Guidelines for Infection Control in Dental Health-Care Settings — 2003.

iii. **A narrative and plan for permanent compliance due January 16, 2023.**

2. Deficiency 2 - Program Director Assignment

a. Program director (PD) - assignment.

i. Insufficient time devoted to DHEP administration.

1. PCC Response and Documentation:

a. *“PD Assignment hours have been calculated to reflect the 51% Administrative hours for, currently 54.9% for Spring 2023 Semester. (See Document #6a). Additionally, the college is assessing the adequacy of reassigned time for program administration related duties, balancing honoring the collective bargaining agreement with the faculty union and the right to work under California employment law.”*

b. PCC provided a “Program Director Load Sheet” demonstrating a load of 61.45 hours per week for the PD, with 33.75 hours (54.92%) devoted to DHEP Administration and 27.7 hours (45.07%) devoted to teaching, class preparation and student counseling.

2. DHBC Determination:

a. Insufficient documentation provided to the DHBC.

b. **Not in compliance.**

- c. Evidence of compliance shall include, but not limited to:
 - i. Faculty weekly assignment schedule.
 - ii. Course Assignment Contract(s) demonstrating assignments and overload assignments.
 - ii. No evidence of PD providing input into the admissions process.
 - 1. PCC Response and Documentation:

“The DH Program Director regularly meets with PCC counselors and course evaluators to help resolve questions regarding course eligibility to meet DHBC Standards. Additionally, DH Program Director will review all applicant documentation to verify for accuracy and ensure compliance with DHBC required admissions standards. Each admitted students file will contain verification A written statement has been added to the Program Handbook. See Document 7.”
 - 2. DHBC Determination:
 - a. **In compliance.**
 - iii. No evidence of PD providing input into clinic maintenance decisions.
 - 1. PCC Response and Documentation:

“Program Director will work closely with the Dean of Health Sciences to prioritize clinic maintenance and provide periodic updates on needs of clinic to ensure clinic operates in accordance with DHBC and Public Health Standards.”
 - 2. DHBC Determination:
 - a. **In compliance.**
- b. Overall DHBC Determination:
 - i. **Not in compliance.**
 - ii. The PCC DHEP director must have the authority and responsibility to administer the DHEP pursuant to 16 CCR Section 1105(j), 16 CCR Section 1105.1(a), in addition to meeting CODA Standards 3-2 and 3-4.
 - iii. PCC shall provide a narrative and evidence of a PD assignment in compliance with 16 CCR Section 1105(j), 16 CCR Section 1105.1(a), in addition to meeting CODA Standards 3-2 and 3-4 by **January 16, 2023.**

3. Deficiency 3 - Clinic Infection Control Staffing

a. No staff dedicated to clinical oversight of infection control and sterilization processes for the DHEP.

i. PCC Response and Documentation:

"The institution has allocated resources to hire personnel to serve in the capacity of the Dental Assistant to oversee the sterilization area for the clinic when in operation, additional funding has been made available to hire part-time staff (either Dental Hygienists, Dental Assistants or Supervising Dentist) to oversee sterilization activities when the clinic is in operation. District is looking into creating a permanent classified position to serve in the capacity of dental assistant for the DH clinics, until that time we will be working to recruit dental assistants to serve in the professional expert role and the district has made funding available to support the position."

b. DHBC Determination:

i. No evidence of staff dedicated to clinical oversight of infection control and sterilization processes for the DHEP.

ii. **Not in compliance.**

iii. PCC shall provide a narrative and evidence of qualified institutional support personnel pursuant to 16 CCR Section 1105(i), 16 CCR Section 1105(k), in addition to CODA Standard 3-11 by **January 16, 2023**.

4. Deficiency 4 - Policies and Procedures

a. PCC Policies

i. Lack of formal Curriculum Management Plan.

1. PCC Response and Documentation:

"A Curriculum Management Plan has been created and is attached (Document #8 CMP). The program faculty will meet on a scheduled basis each year to review various aspects of the program curriculum, to review student performance with curricular outcomes and plan appropriate modifications to the curriculum to ensure students meet program outcomes."

ii. Lack of formal Patient Care Quality Assurance Plan.

1. PCC Response and Documentation:

"PCC has an established process for Patient Care Quality Assurance Plan. Each semester students provide direct patient care, each student has to give a Patient

Satisfaction Survey to at least 3 patients, and additional Survey forms are available in the reception area for interested patients to complete. Surveys then were reviewed for comments by Program Director/Faculty and addresses accordingly (Document #9 Patient Survey) Towards the end of each semester random chart audits were performed (3 charts/student) for correct and complete documentation (Document #10 Chart Audit) CPP DH Program has moved to mostly digital record keeping utilizing EagleSoft Software. The process has been reviewed and new forms have been created for the future (Documents #11, 12, 13). Moving forward we will also look to collect this information electronically using a QR code to help increase the number of responses received for evaluative and improvement processes.”

b. DHBC Determination:

i. **In compliance**

- ii. PCC shall continue to provide formal Curriculum Management and Patient Care Quality Assurance Plans pursuant to 16 CCR section 1105(d), in addition to CODA Standards 2-24 and 6-2.

5. Deficiency 5 - Admissions and DHBC Prerequisites

a. Admissions and DHBC Prerequisites:

i. Missing DHBC prerequisites.

1. PCC Response and Documentation:

“Program prerequisites have been corrected to reflect the CHEM 002A and CHEM 002B only. Website has been updated, and these criteria will be used starting with the cohort applying for Fall 2023 to stay consistent with the DHBC standards. Document 13a”

ii. Lack of evidence ensuring accepted students meet all DHBC requirements.

1. PCC Response and Documentation:

“Each admitted student file now contains a Check list of items that will be within enclosure containing student records. All contents of each student file were updated and now appear in a uniform fashion to facilitate Program Director and office staff review and to ensure full compliance with all required documentation. All files have been updated to include all necessary documents (File Folders 6 and 6a)”

- iii. No evidence of an “Admissions Committee”, in addition to lack of evidence of PD providing admissions input ensuring accepted students meet all DHBC requirements.

- 1. PCC Response and Documentation:

- “After the end of Application submission period, an Application Review Committee consisting of DH Program Director and FT faculty will review applicants selected in accordance with the published admissions guidelines created by the program faculty. The committee will maintain written records of the meeting. The process added to the DH Program Handbook Admissions Policy. Document 14 Excerpt from DH Program Handbook”*

- b. DHBC Determination:

- i. **In compliance**

- ii. PCC shall continue to require prerequisites and maintain an “Admissions Committee” for the DHEP program pursuant to 16 CCR Section 1105(f) in addition to CODA Standard 2-3.

6. Deficiency 6 - Required Program Curriculum

- a. Program Curriculum:

- i. Radiology curriculum out of sequence.

- 1. PCC Response and Documentation:

- “The program acknowledges that previous course sequence did not support student achieving full competency prior to working with patients, as student activities were fully supervised by licensed staff the program continually ensured the safety of patients. Starting with the next admitted cohort the program has changed the course sequence to ensure all students will be demonstrate competency with radiologic skills prior to allowing them to work with clinical patients. These curricular changes will be effective with the new cohort starting Fall 2023. (See Document 15).
Report of Course Sequence Changes has been submitted to CODA”*

- ii. Special Needs Competency.

- 1. PCC Response and Documentation::

- “The program has created a Special Patient Competency, to address “Special Needs Patients” and this created competency will be completed by all students during the senior year of the program. This competency will be assessed and evaluated in the same manner as all other required program competencies. (Documents 16, 17)”*

iii. Patient Requirements

1. PCC Response and Documentation:

“The program has established the following Periodontal Competencies to address the variety and scope of patients that program students are expected be able to demonstrate an ability to provide appropriate care for by the end of the program. These competencies will be recorded as part of our developed student competency tracking tool to ensure that each student has demonstrated minimal competency with a minimum number of patients in all areas as required by the program. (Document 15a)

The program director and faculty have created a universal competency tracking tool which will be available to all faculty and students through CANVAS. Furthermore, students will continue to be informed of all competencies and patient completion requirements via the Tracking tool and these will be published in the student handbook. See attached. Meanwhile, the college is working with the program director and faculty to find an alternate Competency Tracking Platform for future use. Documents 18, 19.”

b. DHBC Determination:

i. **In compliance.**

- ii. PCC shall continue to provide compliance with required program curriculum pursuant to 16 CCR sections 1105(c), 1105.2(b), 1105.2(c), 1105.2(e), and 1105.2(f), in addition to CODA Standards 2-9, 2-12, and 2-14.

7. Deficiency 7 – Faculty

a. Faculty Requisites:

i. PCC Response and Documentation:

“All program faculty have submitted required DHBC Bio-sketches and copies of licensure and required BLS certification. Additionally, DH Program Director will review the faculty files during the fall semester of each year and work the Dean of Health Sciences to ensure that all faculty program files are in full compliance with DHBC guidelines and policies. (File Folders 22-25)”

b. Determination:

- i. Five faculty still missing DHBC requisites.

ii. **Not in compliance.**

- iii. PCC shall provide a narrative and evidence of compliance with required program curriculum pursuant to 16 CCR sections 1105.1(b) and 1016(b)(1)(A-C) by **January 16, 2023.**

- iv. PCC's evidence shall include, but not limited to:
1. List of current faculty.
 2. Current DHBC Biosketches for all faculty.
 3. Copies of current BLS certification for all faculty.

You will be required to provide evidence of compliance to the above deficiencies **no later than January 16, 2023**. As PCC's DHEP is operating outside the structured parameters of California law and CODA Standards with these deficiencies, PCC is therefore putting students, faculty, and the public at risk. **Not complying with this deadline could result in a citation and fine penalty for non-compliance. Continued non-compliance of the law will encourage the matter to be brought before the Board for further action, including risking the DHBC's approval of the PCC DHEP and for PCC's 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 within the state 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, DHBC
Micah Young, M.D., Dean, PCC
Adrine Reganian, RDHAP, BSDH, MSHS, Program Director, Department of Dental Hygiene, PCC

February 10, 2023

Erika Endrijonas, Ph.D.
President
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106

Dear Dr. Endrijonas,

The Dental Hygiene Board of California (DHBC) conducted a site visit on October 12, 2022, of the Pasadena City College (PCC) Dental Hygiene Educational Program (DHEP). 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 December 15, 2022, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance.

On January 20, 2023, and January 24, 2023, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance for the outstanding deficiencies. The results of the review are as follows:

1. Deficiency 1 - Clinical Facilities

a. Insufficient clinic space provided to the DHEP to safely provide patient care.

i. PCC Response and Documentation on December 15, 2022:

1. Operatory chairs - less than three feet head-to-head between chairs.

a. *"For the upcoming Spring Semester, both second- and first-year laboratory classes have been divided into two sections*

- *5 clinic sessions have been added to ensure that each week each senior student is in 5 (3.6 hours each) clinic sessions*
- *minimum of 4 out of 5 sessions are direct patient contact hours (14.4 hours)*
- *each junior student is in 3 clinic sessions (10.8 hours)*
 - *See Document #1 Spring Schedule)*
- *To accomplish this DH will be utilizing the 3 Operatories in Dental Assisting Clinic (see Document #2 DA Operatories).*
 - *Senior DH Class has 13 students*

- *M, W, F evenings 8 students will be in DH clinic (2 faculty), 3 students in DA clinic with one faculty member, 2 students will be on rotations with the 3rd faculty.*
- *Monday, Wednesday afternoon, Friday morning and Friday afternoon, 2 different cohorts of the Senior DH students will be in DH clinic, 8 students at a time, each cohort twice a week (2 faulty)."*

2. Mobile Barriers:

- a. *"With dividing the first- and second-year classes into two cohorts, the barriers will be moved aside creating 6 feet access around each dental unit, with free access to the sink, allowing students 180-degree access to use ergonomically correct treatment positions. The distance and Existing Privacy screens on monitors will ensure Compliance to HIPAA protected information."*

3. Central Sterilization Facilities – Barriers.

- a. *"A clear, hospital-grade, cleanable, vinyl curtain has been installed between the "contaminated" and "clean" areas that will separate those areas. (In Progress, please see Document 20)"*
- b. *"Document 20" states: "Work in progress, separating the sterilization area from clinic/clinic entrance. Hardware is installed, waiting for the curtain separator, delayed due to Manufacturer. Will be completed before January 9th, the start of the Spring Semester."*

ii. PCC Response and Documentation on January 20, 2023:

- 1. *"The above outlined plan is a long-term temporary solution until the school designates or builds a new Dental Hygiene Clinic. Summer and Fall Semesters will be addressed similarly as the Spring Semester, utilizing dental operatories in Dental Assisting section, with 1:4 faulty to student ratio."*
- 2. *"For the near future, there are 2 new building constructions planned to expand the instructional space at Pasadena City College. The administration and the Board of Trustees are aware of the need for Dental Hygiene clinic limitations and DHBC recommendations. There are several possibilities that are being considered to stay compliant with room occupancy, patient/student safety in accordance with State and Federal Laws and regulations, and DHBC recommendations."*
- 3. *"Please see tentative schedules attached (Tentative Summer 2023 schedule, Tentative Fall 2023 Schedule)"*

4. *"The order on vinyl curtains had been out for delivery since early December, but due to supply chain interruptions and delays, the shipment was received yesterday, on January 17, 2023. The facilities is installing it currently."*
5. *"Please see Pictures 1 and 2 for partial installation. The installation will be completed today after patients are dismissed for today and there are no more clinic sessions scheduled. The Program Director will send to the Board a picture of the final product."*

iii. PCC Response and Documentation on January 24, 2023:

1. *"I uploaded a picture of completed work on the vinyl barrier that separates the Clinic from the Sterilization are in the BOX (Vinyl Barrier Installed)."*

iv. DHBC Determination:

1. **In temporary compliance.**
2. PCC to provide an update on plans for **permanent facility compliance** for future classes **by September 1, 2023.**

b. Radiology Facilities - Panoramic radiology unit.

i. PCC Response and Documentation on December 15, 2022:

1. *"An inspection from County of Los Angeles Public Health Radiological Health Branch on May 20, 2019, no violations were noted. Additionally, during the visit CDPH reviewed and identified safety work zones for all radiographic machines. During their visit only one concern regarding implementing a Radiation Safety Program, which has been implemented since. (Please see the attached Document #4 Public Health Inspection May 20, 2019) Additionally, Los Angeles County Public Health, Radiation Safety Division has been contacted for an inspection. (in progress), Document Radiation Safety Request. (Document 21)"*

ii. PCC Response and Documentation on January 24, 2023:

1. *"Wendy Fregosa, Radiation Protection Specialist form Los Angeles County Public Health conducted an investigation on 01/23/2023. Ms. Fregosa measured the scatter radiation around the panoramic x-ray unit and detected no exposure to clinicians. She deemed the process of our clinic using the Panoramic x-ray unit safe. I will forward the written report as soon as we receive it."*

- iii. DHBC Determination:
 - 1. **Not in compliance.**
 - 2. PCC to provide Los Angeles County Public Health, Radiation Safety Division report to DHBC **by March 1, 2023.**
- c. Overall DHBC Determination:
 - i. Clinical facilities **in temporary compliance.**
 - ii. PCC shall provide clinical facilities pursuant to 16 CCR Sections 1105(i), 1105.2(d)(3)(A)(i), 1105.2(d)(3)(C), and 1005; CODA Standards 4-1, 4-2, and 6-5; HSC Division 109 Section 130203; in addition to HIPAA of 1996 Public Law 104-191 and 45 CFR Sections 160, 162, and 164; 8 CCR section 5193. Bloodborne Pathogens; CDC Guidelines for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings – 2007; and CDC Guidelines for Infection Control in Dental Health-Care Settings — 2003.
 - iii. **A narrative and plan for permanent facility compliance due September 1, 2023.**

2. Deficiency 2 - Program Director Assignment

- a. Insufficient time devoted to DHEP administration.
 - i. PCC Response and Documentation on December 15, 2022:
 - 1. *“PD Assignment hours have been calculated to reflect the 51% Administrative hours for, currently 54.9% for Spring 2023 Semester. (See Document #6a). Additionally, the college is assessing the adequacy of reassigned time for program administration related duties, balancing honoring the collective bargaining agreement with the faculty union and the right to work under California employment law.”*
 - 2. PCC provided a “Program Director Load Sheet” demonstrating a load of 61.45 hours per week for the PD, with 33.75 hours (54.92%) devoted to DHEP Administration and 27.7 hours (45.07%) devoted to teaching, class preparation and student counseling.
 - ii. PCC Response and Documentation on January 20, 2023:
 - 1. “Please see the documents attached, reflecting PD loads for Summer, Fall 2022, and Spring 2023.”
 - 2. PCC provided a “Program Director Load Sheet” for Spring 2023 demonstrating a load of 57.95 hours per week for the PD, with 33.75 hours (58.24%) devoted to DHEP

Administration and 24.2 hours (41.7%) devoted to teaching, class preparation and student counseling.

b. DHBC Determination:

i. **In compliance.**

- ii. The PCC DHEP director shall continue to have the primary assignment, authority, and responsibility to administer the DHEP pursuant to 16 CCR Section 1105(j), 16 CCR Section 1105.1(a), in addition to meeting CODA Standards 3-2 and 3-4.

3. Deficiency 3 - Clinic Infection Control Staffing

a. No staff dedicated to clinical oversight of infection control and sterilization processes for the DHEP.

i. PCC Response and Documentation on December 15, 2022:

1. *"The institution has allocated resources to hire personnel to serve in the capacity of the Dental Assistant to oversee the sterilization area for the clinic when in operation, additional funding has been made available to hire part-time staff (either Dental Hygienists, Dental Assistants or Supervising Dentist) to oversee sterilization activities when the clinic is in operation."*
2. *"District is looking into creating a permanent classified position to serve in the capacity of dental assistant for the DH clinics, until that time we will be working to recruit dental assistants to serve in the professional expert role and the district has made funding available to support the position."*

ii. PCC Response and Documentation on January 20, 2023:

1. *"Currently DH clinic has a part-time (20hrs/week) professional expert (RDA) working in the sterilization area. There is a job announcement that has been running for the last year, and there have not been any applicants for the position. School administration has funds allocated for a new full-time position as a DH Clinic Assistant and the Human Resources is finalizing the job descriptions for the position to be posted by the end of January. DH faculty or Supervising DDS are supervising students and professional experts any time they are in the sterilization area during each clinic session."*

b. DHBC Determination:

- i. **In temporary compliance.**
- ii. PCC shall provide a narrative and evidence of qualified institutional support personnel pursuant to 16 CCR Section 1105(i), 16 CCR Section 1105(k), in addition to CODA Standard 3-11.
- iii. PCC shall provide evidence of **permanent compliance** by **May 1, 2023**.

4. Deficiency 7 – Faculty

a. Faculty Requisites:

i. PCC Response and Documentation on December 15, 2022:

1. *“All program faculty have submitted required DHBC Bio-sketches and copies of licensure and required BLS certification. Additionally, DH Program Director will review the faculty files during the fall semester of each year and work the Dean of Health Sciences to ensure that all faculty program files are in full compliance with DHBC guidelines and policies. (File Folders 22-25)”*

ii. PCC Documentation on January 20, 2023:

1. PCC submitted faculty documents for four of the five faculty still missing DHBC requisites.

b. Determination:

- i. Two faculty still missing DHBC requisites.
- ii. **Not in compliance.**
- iii. PCC shall provide a narrative and evidence of compliance with required program curriculum pursuant to 16 CCR sections 1105.1(b) and 1016(b)(1)(A-C) by **March 1, 2023**.
- iv. PCC's evidence shall include, but not limited to:
 1. List of current faculty.
 2. Current DHBC Biosketches for all faculty.
 3. Copies of current BLS certification for all faculty.

You will be required to provide evidence of compliance to the above remaining deficiencies **no later than the above stated dates**. As PCC's DHEP is operating outside the structured parameters of California law and CODA Standards with these deficiencies, PCC is therefore putting students, faculty, and the public at risk. **Not complying with this deadline could result in a citation and fine penalty for non-compliance. Continued non-compliance**

of the law will encourage the matter to be brought before the Board for further action, including risking the DHBC's approval of the PCC DHEP and for PCC's 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 within the state 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, DHBC

Micah Young, M.D., Dean, PCC

Adrine Reganian, RDHAP, BSDH, MSHS, Program Director, Department of Dental Hygiene, PCC

March 3, 2023

Erika Endrijonas, Ph.D.
President
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106

Dear Dr. Endrijonas,

The Dental Hygiene Board of California (DHBC) conducted a site visit on October 12, 2022, of the Pasadena City College (PCC) Dental Hygiene Educational Program (DHEP). 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 December 15, 2022, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance.

On January 20, 2023, January 24, 2023, and March 1, 2023, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance for the outstanding deficiencies. The results of the review are as follows:

1. Deficiency 1 - Clinical Facilities

a. Insufficient clinic space provided to the DHEP to safely provide patient care.

i. PCC Response and Documentation on December 15, 2022:

1. Operatory chairs - less than three feet head-to-head between chairs.

a. *"For the upcoming Spring Semester, both second- and first-year laboratory classes have been divided into two sections*

- *5 clinic sessions have been added to ensure that each week each senior student is in 5 (3.6 hours each) clinic sessions*

- minimum of 4 out of 5 sessions are direct patient contact hours (14.4 hours)
- each junior student is in 3 clinic sessions (10.8 hours)
 - See Document #1 Spring Schedule)
- To accomplish this DH will be utilizing the 3 Operatories in Dental Assisting Clinic (see Document #2 DA Operatories).
 - Senior DH Class has 13 students
 - M, W, F evenings 8 students will be in DH clinic (2 faculty), 3 students in DA clinic with one faculty member, 2 students will be on rotations with the 3rd faculty.
 - Monday, Wednesday afternoon, Friday morning and Friday afternoon, 2 different cohorts of the Senior DH students will be in DH clinic, 8 students at a time, each cohort twice a week (2 faulty)."

2. Mobile Barriers:

- a. "With dividing the first- and second-year classes into two cohorts, the barriers will be moved aside creating 6 feet access around each dental unit, with free access to the sink, allowing students 180-degree access to use ergonomically correct treatment positions. The distance and Existing Privacy screens on monitors will ensure Compliance to HIPAA protected information."

3. Central Sterilization Facilities – Barriers.

- a. "A clear, hospital-grade, cleanable, vinyl curtain has been installed between the "contaminated" and "clean" areas that will separate those areas. (In Progress, please see Document 20)"
- b. "Document 20" states: "Work in progress, separating the sterilization area from clinic/clinic entrance. Hardware is installed, waiting for the curtain separator, delayed due to Manufacturer. Will be completed before January 9th, the start of the Spring Semester."

ii. PCC Response and Documentation on January 20, 2023:

1. *"The above outlined plan is a long-term temporary solution until the school designates or builds a new Dental Hygiene Clinic. Summer and Fall Semesters will be addressed similarly as the Spring Semester, utilizing dental operatories in Dental Assisting section, with 1:4 faculty to student ratio."*
2. *"For the near future, there are 2 new building constructions planned to expand the instructional space at Pasadena City College. The administration and the Board of Trustees are aware of the need for Dental Hygiene clinic limitations and DHBC recommendations. There are several possibilities that are being considered to stay compliant with room occupancy, patient/student safety in accordance with State and Federal Laws and regulations, and DHBC recommendations."*
3. *"Please see tentative schedules attached (Tentative Summer 2023 schedule, Tentative Fall 2023 Schedule)"*
4. *"The order on vinyl curtains had been out for delivery since early December, but due to supply chain interruptions and delays, the shipment was received yesterday, on January 17, 2023. The facilities is installing it currently."*
5. *"Please see Pictures 1 and 2 for partial installation. The installation will be completed today after patients are dismissed for today and there are no more clinic sessions scheduled. The Program Director will send to the Board a picture of the final product."*

iii. PCC Response and Documentation on January 24, 2023:

1. *"I uploaded a picture of completed work on the vinyl barrier that separates the Clinic from the Sterilization area in the BOX (Vinyl Barrier Installed)."*

iv. DHBC Determination:

1. **In temporary compliance.**

2. PCC to provide an update on plans for **permanent facility compliance** for future classes **by September 1, 2023.**

b. Radiology Facilities - Panoramic radiology unit.

i. PCC Response and Documentation on December 15, 2022:

1. *"An inspection from County of Los Angeles Public Health Radiological Health Branch on May 20, 2019, no violations were noted. Additionally, during the visit CDPH reviewed and identified safety work zones for all radiographic machines. During their visit only one concern regarding implementing a Radiation Safety Program, which has been implemented since. (Please see the attached Document #4 Public Health Inspection May 20, 2019) Additionally, Los Angeles County Public Health, Radiation Safety Division has been contacted for an inspection. (in progress), Document Radiation Safety Request. (Document 21)"*

ii. PCC Response and Documentation on January 24, 2023:

1. *"Wendy Fregosa, Radiation Protection Specialist from Los Angeles County Public Health conducted an investigation on 01/23/2023. Ms. Fregosa measured the scatter radiation around the panoramic x-ray unit and detected no exposure to clinicians. She deemed the process of our clinic using the Panoramic x-ray unit safe. I will forward the written report as soon as we receive it."*

iii. PCC Response and Documentation on March 1, 2023:

1. *"Please see the attached document from LAPH Radiation Safety Division."*
2. PCC provided the report from the LAPH Radiation Safety Division.
 - a. Report stated: *"The investigation determined that minimal scatter radiation was recorded in all regions surrounding the Hygiene Panoramic X-ray room."*
 - b. **Report stated: "The following violation of a Los Angeles County Ordinance requires a response within thirty-five days: Los Angeles County Ordinance Number 11.22.620 requires the shielding design for all new or substantially**

modified radiation facilities be submitted to this office for review and approval prior to installation. As of this date, no plans have been filed with this office for the X-ray facility noted above. A Radiation shielding application form was left at the time of inspection and must be completed and returned to this office for evaluation within 35 days from the date of this letter."

iv. DHBC Determination:

1. **Not in compliance.**

2. PCC to provide a copy of all responses, plans, and replies to and from the Los Angeles County Public Health, Radiation Safety Division to the DHBC **by September 1, 2023.**

c. Overall DHBC Determination:

i. Clinical facilities **in temporary compliance.**

- ii. PCC shall provide clinical facilities pursuant to 16 CCR Sections 1105(i), 1105.2(d)(3)(A)(i), 1105.2(d)(3)(C), and 1005; CODA Standards 4-1, 4-2, and 6-5; HSC Division 109 Section 130203; in addition to HIPAA of 1996 Public Law 104-191 and 45 CFR Sections 160, 162, and 164; 8 CCR section 5193. Bloodborne Pathogens; CDC Guidelines for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings – 2007; and CDC Guidelines for Infection Control in Dental Health-Care Settings — 2003.

iii. **A narrative and plan for permanent facility compliance due September 1, 2023.**

2. Deficiency 3 - Clinic Infection Control Staffing

- a. No staff dedicated to clinical oversight of infection control and sterilization processes for the DHEP.

i. PCC Response and Documentation on December 15, 2022:

1. *"The institution has allocated resources to hire personnel to serve in the capacity of the Dental Assistant to oversee the sterilization area for the clinic when in operation, additional funding has*

been made available to hire part-time staff (either Dental Hygienists, Dental Assistants or Supervising Dentist) to oversee sterilization activities when the clinic is in operation."

2. *"District is looking into creating a permanent classified position to serve in the capacity of dental assistant for the DH clinics, until that time we will be working to recruit dental assistants to serve in the professional expert role and the district has made funding available to support the position."*

ii. PCC Response and Documentation on January 20, 2023:

1. *"Currently DH clinic has a part-time (20hrs/week) professional expert (RDA) working in the sterilization area. There is a job announcement that has been running for the last year, and there have not been any applicants for the position. School administration has funds allocated for a new full-time position as a DH Clinic Assistant and the Human Resources is finalizing the job descriptions for the position to be posted by the end of January. DH faculty or Supervising DDS are supervising students and professional experts any time they are in the sterilization area during each clinic session."*

b. DHBC Determination:

i. **In temporary compliance.**

- ii. PCC shall provide a narrative and evidence of qualified institutional support personnel pursuant to 16 CCR Section 1105(i), 16 CCR Section 1105(k), in addition to CODA Standard 3-11.

- iii. PCC shall provide evidence of **permanent compliance** by **May 1, 2023**.

3. Deficiency 7 – Faculty

a. Faculty Requisites:

i. PCC Response and Documentation on December 15, 2022:

1. *"All program faculty have submitted required DHBC Bio-sketches and copies of licensure and required BLS certification. Additionally, DH Program Director will review the faculty files during the fall semester of each year and work the Dean of*

Health Sciences to ensure that all faculty program files are in full compliance with DHBC guidelines and policies. (File Folders 22-25)"

ii. PCC Documentation on January 20, 2023:

1. PCC submitted faculty documents for four of the five faculty still missing DHBC requisites.

iii. PCC Response and Documentation on March 1, 2023:

1. *"As reported previously through and email regarding 2 Supervising DDS with incomplete biosketches (Methodology CE):*
 - *one of the DDS has retired as of January 1, 2023*
 - *Supervising DDS with the incomplete Biosketch,*
 - o **A contract for supervising DDS is unavailable, because as per Yuri Perez, Human Resources Assistant Director at PCC Human Resources, the supervising dentists do not have contracts. They are hired as Professional Experts and get paid \$51.50 per hour for 3 hours.**
 - *The DDS chose to complete the required Methodology CE course. The updated biosketch will be uploaded in the Box as soon as confirmation for the link is verified."*

b. 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.

c. Determination:

- i. DHBC requisites **in compliance.**

- ii. Faculty assignments **not in compliance.**
- iii. PCC shall provide a narrative and evidence of compliance with required faculty assignments pursuant to 16 CCR sections 1105.1(b) by **September 1, 2023.**
- iv. PCC's evidence shall include, but not limited to:
 - 1. List of current faculty.
 - 2. Current contracts for all faculty demonstrating a full or part-time agreement with PCC.

You will be required to provide evidence of compliance to the above remaining deficiencies **no later than the above stated dates.** As PCC's DHEP is operating outside the structured parameters of California law and CODA Standards with these deficiencies, PCC is therefore putting students, faculty, and the public at risk. **Not complying with these deadlines could result in a citation and fine penalty for non-compliance. Continued non-compliance of the law will encourage the matter to be brought before the Board for further action, including risking the DHBC's approval of the PCC DHEP and for PCC's 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 within the state 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, DHBC
Micah Young, M.D., Dean, PCC
Adrine Reganian, RDHAP, BSDH, MSHS, Program Director, Department of Dental Hygiene, PCC



May 30, 2023

Erika Endrijonas, Ph.D.
President
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106

Dear Dr. Endrijonas,

The Dental Hygiene Board of California (DHBC) conducted a site visit on October 12, 2022, of the Pasadena City College (PCC) Dental Hygiene Educational Program (DHEP). 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 December 15, 2022, January 20, 2023, January 24, 2023, and March 1, 2023, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance.

On May 1, 2023 and May 17, 2023, PCC provided additional narrative and documentation to the DHBC demonstrating permanent compliance for Deficiency 3 due on May 1, 2023. The results of the review are as follows:

1. Deficiency 3 - Clinic Infection Control Staffing

a. No staff dedicated to clinical oversight of infection control and sterilization processes for the DHEP.

i. PCC Response and Documentation on December 15, 2022:

1. *"The institution has allocated resources to hire personnel to serve in the capacity of the Dental Assistant to oversee the sterilization area for the clinic when in operation, additional funding has been made available to hire part-time staff (either Dental Hygienists, Dental Assistants or Supervising Dentist) to oversee sterilization activities when the clinic is in operation."*

2. *"District is looking into creating a permanent classified position to serve in the capacity of dental assistant for the DH clinics, until that time we will be working to recruit dental assistants to serve in the professional expert role and the district has made funding available to support the position."*

ii. PCC Response and Documentation on January 20, 2023:

1. *"Currently DH clinic has a part-time (20hrs/week) professional expert (RDA) working in the sterilization area. There is a job announcement that has been running for the last year, and there have not been any applicants for the position. School administration has funds allocated for a new full-time position as a DH Clinic Assistant and the Human Resources is finalizing the job descriptions for the position to be posted by the end of January. DH faculty or Supervising DDS are supervising students and professional experts any time they are in the sterilization area during each clinic session."*

iii. PCC Response and Documentation on May 1, 2023 and May 17, 2023:

1. Response on May 1, 2023:

"Two (2) Professional Experts have been hired to perform duties as a clinical assistant and the third Professional Expert is in the process of completing the hiring, to be completed within 2 weeks. Please see attached schedule and Letter of employment verification.

The duties of the Professional Experts include, but are not limited to:

The duties include, but are not limited to:

- *Operations and maintenance of*
 - o *instrument washer.*
 - o *sterilizers.*
- *Set up supplies needed for patients.*
- *Re-stocking Emergency cart supplies and maintain supplies in the emergency cart. Check expiration dates.*
- *Put away clinic instruments as sterilization cycles complete.*
- *Place instruments in the appropriate temporary student storage.*
- *Re-stock clinic supplies.*
- *Maintain clinic forms on bookshelf.*
- *Disinfect and set up X-ray rooms and units as needed.*
- *Disinfect and set up the External Evacuation units.*

- Take radiographs if necessary.
- Perform Weekly and Monthly maintenance of sterilizers and the instruments washer.
- Help front desk in organizing patient charts, checking-in patients.
- Perform clinic dental unit maintenance (traps, waterlines, etc.)"

2. May 17, 2023 Documentation for Hannah Gutierrez and Sonia Galaz:

- a. Resumes.
- b. Unsigned "Universal Precautions and Bloodborne Pathogens Educational Review" documents.
 - i. Course not approved by the DHBC nor the Dental Board of California.
- c. Unsigned "Health Insurance Portability and Accountability Act (HIPAA) Review" documents.
 - i. Course not approved by the DHBC nor the Dental Board of California.

b. DHBC review:

- i. Hannah Gutierrez is a current dental hygiene student at PCC with a graduation date of June 2023.
 - 1. Conflict of interest, as well as student "in class" during the hours required for overseeing sterilization.
- ii. Both Hannah Gutierrez and Sonia Galaz are unlicensed individuals.

1. 16 CCR 1105.2(d)(3)(A)(iii) states:

*(A) An educational program shall:
 (iii) Retain staff who have taken a board-approved eight (8) hour course in infection control or possess a current California registered dental assistant (RDA) or registered dental assistant in extended functions (RDAEF) license.*

c. DHBC Determination:

- i. **Not in compliance.**

- ii. PCC shall provide a narrative and evidence of qualified institutional support personnel pursuant to 16 CCR Section 1105(i), 16 CCR Section 1105(k), 16 CCR 1105.2(d)(3)(A)(iii), in addition to CODA Standard 3-11.
- iii. PCC shall provide evidence of **permanent compliance** by **June 30, 2023**.

You will be required to provide evidence of compliance to the above deficiency by **June 30, 2023**. As PCC's DHEP is operating outside the structured parameters of California law and CODA Standards with these deficiencies, PCC is therefore putting students, faculty, and the public at risk. **Not complying with these deadlines could result in a citation and fine penalty for non-compliance. Continued non-compliance of the law will encourage the matter to be brought before the Board for further action, including risking the DHBC's approval of the PCC DHEP and for PCC's 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 within the state 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, DHBC
Micah Young, M.D., Dean, PCC
Adrine Reganian, RDHAP, BSDH, MSHS, Program Director, Department of Dental Hygiene, PCC



June 30, 2023

Laura M. Ramirez, Ed.D.
Acting Superintendent/President
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106

Dear Dr. Ramirez,

The Dental Hygiene Board of California (DHBC) conducted a site visit on October 12, 2022, of the Pasadena City College (PCC) Dental Hygiene Educational Program (DHEP). 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 December 15, 2022, January 20, 2023, January 24, 2023, and March 1, 2023, PCC provided narrative and documentation to the DHBC demonstrating areas of permanent and temporary compliance.

On May 1, 2023, May 17, 2023, May 1, 2023, and June 30, 2023, PCC provided additional narrative and documentation to the DHBC demonstrating permanent compliance for Deficiency 3 due on June 30, 2023. The results of the review are as follows:

1. Deficiency 3 - Clinic Infection Control Staffing

a. No staff dedicated to clinical oversight of infection control and sterilization processes for the DHEP.

i. PCC Response and Documentation on December 15, 2022:

1. *"The institution has allocated resources to hire personnel to serve in the capacity of the Dental Assistant to oversee the sterilization area for the clinic when in operation, additional funding has been made available to hire part-time staff (either Dental Hygienists, Dental Assistants or Supervising Dentist) to oversee sterilization activities when the clinic is in operation."*

2. *"District is looking into creating a permanent classified position to serve in the capacity of dental assistant for the DH clinics, until that time we will be working to recruit dental assistants to serve in the professional expert role and the district has made funding available to support the position."*

ii. PCC Response and Documentation on January 20, 2023:

1. *"Currently DH clinic has a part-time (20hrs/week) professional expert (RDA) working in the sterilization area. There is a job announcement that has been running for the last year, and there have not been any applicants for the position. School administration has funds allocated for a new full-time position as a DH Clinic Assistant and the Human Resources is finalizing the job descriptions for the position to be posted by the end of January. DH faculty or Supervising DDS are supervising students and professional experts any time they are in the sterilization area during each clinic session."*

iii. PCC Response and Documentation on May 1, 2023 and May 17, 2023:

1. Response on May 1, 2023:

"Two (2) Professional Experts have been hired to perform duties as a clinical assistant and the third Professional Expert is in the process of completing the hiring, to be completed within 2 weeks. Please see attached schedule and Letter of employment verification.

The duties of the Professional Experts include, but are not limited to:

The duties include, but are not limited to:

- *Operations and maintenance of*
 - o *instrument washer.*
 - o *sterilizers.*
- *Set up supplies needed for patients.*
- *Re-stocking Emergency cart supplies and maintain supplies in the emergency cart. Check expiration dates.*
- *Put away clinic instruments as sterilization cycles complete.*
- *Place instruments in the appropriate temporary student storage.*
- *Re-stock clinic supplies.*
- *Maintain clinic forms on bookshelf.*
- *Disinfect and set up X-ray rooms and units as needed.*
- *Disinfect and set up the External Evacuation units.*

- Take radiographs if necessary.
- Perform Weekly and Monthly maintenance of sterilizers and the instruments washer.
- Help front desk in organizing patient charts, checking-in patients.
- Perform clinic dental unit maintenance (traps, waterlines, etc.)”

2. May 17, 2023 Documentation for Hannah Gutierrez and Sonia Galaz:

- a. Resumes.
- b. Unsigned “Universal Precautions and Bloodborne Pathogens Educational Review” documents.
 - i. Course not approved by the DHBC nor the Dental Board of California.
- c. Unsigned “Health Insurance Portability and Accountability Act (HIPAA) Review” documents.
 - i. Course not approved by the DHBC nor the Dental Board of California.

b. DHBC review on May 30, 2023:

- i. Hannah Gutierrez is a current dental hygiene student at PCC with a graduation date of June 2023. A DH student does not qualify as a hired staff person responsible to oversee infection control in the clinic.
 - 1. Conflict of interest, as well as student “in class” during the hours required for overseeing sterilization.
- ii. Both Hannah Gutierrez and Sonia Galaz are unlicensed individuals and do not qualify to oversee infection control in the clinic.

1. 16 CCR 1105.2(d)(3)(A)(iii) states:

(A) An educational program shall:
(iii) Retain staff who have taken a board-approved eight (8) hour course in infection control or possess a current California registered dental assistant (RDA) or registered dental assistant in extended functions (RDAEF) license.

c. PCC Response on June 30, 2023:

- i. “As the college's new fiscal year begins July 1, 2023 the college has appropriated funds and approved the hiring of new full-time classified

position to support the clinical/lab portions of the Dental Hygiene Program. We anticipate having the full-time position advertised for hiring within the next month and until we should still have part-time workers available to assist with the work needed to support the clinic."

- ii. "For 6 weeks Summer Intersession 07/05/2023 to 08/15/2023 PCC DH Program has 1 (one) clinic session per week, and there is a designated faculty to supervise, teach and guide the 3 (three) students that are assigned in the group in learning the essential skills of back-office management and processes."

d. DHBC review on June 30, 2023:

- i. PCC continues to delay and avoid fulfillment of the Board's requirements of hiring qualified or licensed staff dedicated to clinical oversight of infection control and sterilization processes for the DHEP.

e. DHBC Determination:

- i. **Not in compliance.**
- ii. PCC shall provide a narrative and evidence of qualified institutional support personnel pursuant to 16 CCR Section 1105(i), 16 CCR Section 1105(k), 16 CCR 1105.2(d)(3)(A)(iii), in addition to CODA Standard 3-11.
- iii. PCC shall provide evidence of **permanent compliance** by **September 1, 2023**.

You will be required to provide evidence of compliance to the above deficiency by **September 1, 2023**. Infection control should be of the highest priority for PCC. The Board has provided ample time for PCC to hire appropriate staff to oversee infection control. As PCC's DHEP is operating outside the structured parameters of California law and CODA Standards with these deficiencies as detailed above, PCC is putting students, faculty, and the public at risk. **Not complying with Board deadlines will result in a citation and fine penalty for non-compliance and potential further action.** Continued non-compliance of the law will encourage the matter to be brought before the Board where PCC risks the DHBC's approval of the DHEP and the ability for PCC's 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 within the state 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, DHBC

Micah Young, M.D., Dean, PCC

Adrine Reganian, RDHAP, BSDH, MSHS, Program Director, Department of Dental Hygiene, PCC

From: [Petty, Adina@DCA](mailto:Petty.Adina@DCA)
To: [Adrine A. Reganian](#)
Cc: [Lum, Anthony@DCA](#); [Jose A. Gomez](#); [Laura M. Ramirez](#); [Micah L. Young](#)
Subject: RE: PCC DHBS Compliance
Date: Monday, September 18, 2023 11:24:48 AM
Attachments: [image001.png](#)
[image002.png](#)
Importance: High

Good Morning, Ms. Reganian,

1. In the letter you stated "Dental Hygiene Clinic physical space and modernization is part of the Pasadena City College Campus and Facility Master Plan. DH clinic is located in R(Robinson) building and the process is planned as part of the Phase 4. The information regarding the renovation of R Building can be found on pages 106-107, 112."
 - a. There are only campus maps found on those pages.
 - b. Please provide the **actual dates** the new clinic is scheduled to be finished, along with the actual building plans for the clinic.
2. Please provide the following from Lisa Steward's letter regarding the radiation shielding:
 - a. A Radiation Shielding Plan Application, received on March 20, 2023, with schematic of the proposed X-ray room and surrounding areas.
 - b. Your email addressed to Hope Martinez, Principal Radiation Protection Specialist, dated April 10, 2023, stating that the facility is working toward providing the requested missing information.
 - c. Your email addressed to me, dated May 9, 2023. stating that you are still waiting on building material information.
 - d. Your email addressed to me, with attached shielding application, former, and current schematics of the location of the panoramic unit, building material information, and occupancy both above and below the panoramic unit.

Kindly provide the above by **September 25, 2023.**

If you have any questions or if I may be of further assistance, please feel free to contact me.

Sincerely,

Adina A. Pineschi-Petty, DDS

Education, Legislative, and Regulatory Specialist



2005 Evergreen Street, Suite 1350
Sacramento, CA 95815
916.576.5002
916.263.2688 (fax)

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From: Adrine A. Reganian <AAREGANIAN@pasadena.edu>

Sent: Friday, September 15, 2023 1:06 PM

To: Petty, Adina@DCA <Adina.Petty@dca.ca.gov>

Cc: Lum, Anthony@DCA <Anthony.Lum@dca.ca.gov>; Jose A. Gomez <jagomez@pasadena.edu>;
Laura M. Ramirez <lr Ramirez120@pasadena.edu>; Micah L. Young <myoung19@pasadena.edu>

Subject: RE: PCC DHBS Compliance

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Dear Dr. Pineschi-Petty.

Please see documents uploaded into the BOX supporting the information included in the attached Cover Letter.

Please do not hesitate to contact me if further clarification or documentation is necessary.

Sincerely,

Adrine Reganian, RDHAP, BSDH, MSHS

Dental Hygiene Program Director
Health Sciences Division
Pasadena City College

(626) 585-7545

aareganian@pasadena.edu

Dream on!



From: [Petty, Adina@DCA](mailto:Petty.Adina@DCA)
To: [Adrine A. Reganian](mailto:Adrine.A.Reganian)
Cc: [Lum, Anthony@DCA](mailto:Lum.Anthony@DCA); [Jose A. Gomez](mailto:Jose.A.Gomez); [Laura M. Ramirez](mailto:Laura.M.Ramirez); [Micah L. Young](mailto:Micah.L.Young)
Subject: RE: PCC DH Program Response
Date: Tuesday, September 26, 2023 12:05:50 PM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[radiation_safety_in_dental_practice.pdf](#)
Importance: High

Dear Ms. Reganian,

I understand minimal scatter radiation was noted in the February 9, 2023 letter from Wendy Fragosa, Radiation Protection Specialist. However, Ms. Fragosa stated:

“Los Angeles County Ordinance Number 11.22.620 requires the shielding design for all new or substantially modified radiation facilities be submitted to this office for review and approval prior to installation. **As of this date, no plans have been filed with this office for the X-ray facility noted above.** A Radiation shielding application form was left at the time of inspection and must be completed and returned to this office for evaluation within 35 days from the date of this letter.”

Additionally, per the June 22, 2023 letter by Radiation Protection Specialist Lisa Steward it states:

“The following recommendations are made in the interest of reducing radiation exposures to as low as reasonably achievable:

1. A mirror be appropriately placed in each operatory housing the X-ray unit that will allow the operator and/or dentist to observe the patient from the protected position during dental radiography.
2. **The X-ray operator and/or dental personnel must not stand in the path of the useful X-ray beam and must remain behind a protective barrier,** out of the primary beam as stated in the regulations.”

Additionally, Ms. Steward stated:

“Note that the regulations require the following:

3. Maintaining a current copy of the California Radiation Control Regulations. An order form is enclosed with this report. A copy of Radiation Safety in Dental Practice will meet this requirement and may be ordered from the California Dental Association, 1201 K Street, Sacramento, CA 95814. The Association's telephone number is (800) 232-7645, and the electronic mail (e-mail) address is contact@cda.org.”

I have attached ta copy of the “Radiation Safety in Dental Practice” from the

California Dental Association. On page 12 it states:

"During the exposure, dental personnel who perform dental radiography should stand behind a protective barrier. In situations where dental personnel cannot stand behind a protective barrier, they must stand at least 6 feet away from the patient and the X-ray tube, not in the path of the primary beam but preferably behind a fixed or mobile barrier such as a lead-shielded wall or movable leaded Plexiglass shield. [17CCR 30311(b)(2)]"

If Ms. Steward provided an exemption stating a lead apron is acceptable, please provide the documentation providing the exemption.

If I may be of further assistance, please feel free to contact me.

Sincerely,

Adina A. Pineschi-Petty, DDS

Education, Legislative, and Regulatory Specialist



2005 Evergreen Street, Suite 1350

Sacramento, CA 95815

916.576.5002

916.263.2688 (fax)

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From: Adrine A. Reganian <AAREGANIAN@pasadena.edu>

Sent: Tuesday, September 26, 2023 11:34 AM

To: Petty, Adina@DCA <Adina.Petty@dca.ca.gov>

Cc: Lum, Anthony@DCA <Anthony.Lum@dca.ca.gov>; Jose A. Gomez <jagomez@pasadena.edu>; Laura M. Ramirez <lr Ramirez120@pasadena.edu>; Micah L. Young <myoung19@pasadena.edu>

Subject: Re: PCC DH Program Response

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Dear Dr. Pineschi-Petty.

In respond to the Question 1 from your email concerning the exposure protection:

1. There is a mirror on the wall
2. The area that the operator stands during the Panoramic film exposure has been extended to 8 feet, 2 feet longer than previously.

The report (attached) as a result of the investigation conducted on January 23, 2023 by Ms. W. Fragosa, noted minimal scatter radiation at 6 feet (East- open area). The distance from the source to the operator has been increased to 8 feet and the operators using the Panoramic machine must wear a lead apron for further protection.



Adrine Reganian, RDHAP, BSDH, MSHS

Dental Hygiene Program Director
Health Sciences Division
Pasadena City College

(626) 585-7545

aareganian@pasadena.edu

Dræam on!



From: Petty, Adina@DCA <Adina.Petty@dca.ca.gov>

Sent: Tuesday, September 26, 2023 7:56 AM

To: Adrine A. Reganian <AAREGANIAN@pasadena.edu>

Cc: Lum, Anthony@DCA <Anthony.Lum@dca.ca.gov>; Jose A. Gomez <jagomez@pasadena.edu>;
Laura M. Ramirez <lamirez120@pasadena.edu>; Micah L. Young <myoung19@pasadena.edu>
Subject: RE: PCC DH Program Response

Dear Ms. Reganian,

1. Have you, per the June 22, 2023 letter by Radiation Protection Specialist Lisa Steward, installed:
 - a. Mirror in the operatory and
 - b. Protective barrier?
2. According to the "Master Plan," the design of the STEM building was to be finished by second quarter of 2023 and building was to begin in the third quarter of 2023.
 - a. I'm confused as you state:
 - i. "Page 1: in PHASE 1, in Orange color, you can see 3 buildings: Sarafian, Cafe, and STEM+Health Sciences. The STEM building is what was discussed as possible hope of the DH clinic."
 - ii. "A request for a new or remodeled dental clinic has been submitted via the annual update process and the college's administration will determine the DH clinic remodel or a new location to address continued compliance with the DHBC Clinic Standards as part of its facility planning process."
 - b. The plans for a new clinic should have already been approved and construction should have begun. What is the current status, please?

Kindly address the above questions by September 29, 2023 by 5:00 p.m., please.

If I may be of further assistance, please feel free to contact me.

Sincerely,

Adina A. Pineschi-Petty, DDS

Education, Legislative, and Regulatory Specialist



2005 Evergreen Street, Suite 1350
Sacramento, CA 95815
916.576.5002
916.263.2688 (fax)

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From: Adrine A. Reganian <AAREGANIAN@pasadena.edu>
Sent: Monday, September 25, 2023 4:32 PM
To: Petty, Adina@DCA <Adina.Petty@dca.ca.gov>
Cc: Lum, Anthony@DCA <Anthony.Lum@dca.ca.gov>; Jose A. Gomez <jagomez@pasadena.edu>; Laura M. Ramirez <lr Ramirez120@pasadena.edu>; Micah L. Young <myoung19@pasadena.edu>
Subject: RE: PCC DH Program Response

Dear Dr. Pineschi-Petty.

In response to your email request from September 18, 2023, attached please find

1. A copy of the Radiation Shielding Plan Application with schematics and building specifications.
2. Copies of the requested emails
2. Please provide the following from Lisa Steward's letter regarding the radiation shielding:
 - a. A Radiation Shielding Plan Application, received on March 20, 2023, with schematic of the proposed X-ray room and surrounding areas.
 - b. Your email addressed to Hope Martinez, Principal Radiation Protection Specialist, dated April 10, 2023, stating that the facility is working toward providing the requested missing information.
 - c. Your email addressed to me, dated May 9, 2023. stating that you are still waiting on building material information.
 - d. Your email addressed to me, with attached shielding application, former, and current schematics of the location of the panoramic unit, building material information, and occupancy both above and below the panoramic unit.

On Item (d) from your email, I realized that I forgot to attach the shielding application when I emailed you originally. There were 4 attachments in the above-mentioned email, but not the original Shielding Application.

1. DHBC Response June 29, 2023
2. PCC Interim President report
3. PCC Site Visit Compliance Response June 20, 23
4. Interim President report CODA

I apologize for the omission.

I the accompanying document "PCC Master Plan":

Page 1: in PHASE 1, in Orange color, you can see 3 buildings: Sarafian, Cafe, and STEM+Health

Sciences. The STEM building is what was discussed as possible hope of the DH clinic.

Page 2: Shows that it is a new building that needs to be built

Page 3: gives the timeline of the phases.

A request for a new or remodeled dental clinic has been submitted via the annual update process and the college's administration will determine the DH clinic remodel or a new location to address continued compliance with the DHBC Clinic Standards as part of its facility planning process.

Sincerely,

Adrine Reganian, RDHAP, BSDH, MSHS

Dental Hygiene Program Director
Health Sciences Division
Pasadena City College

(626) 585-7545

aareganian@pasadena.edu

Dream on!



From: [Adrine A. Reganian](#)
To: [Petty, Adina@DCA](#)
Cc: [Micah L. Young](#)
Subject: Fw: PCC Dental Program
Date: Monday, October 2, 2023 11:25:17 AM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[Outlook-nk0nokv4.png](#)

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Good morning, Dr. Petty.

I reached out to the LA County Public Health Radiation Safety Offices regarding PCC DH Clinic needing any additional modifications regarding Pano Safety, and below is her response that I am forwarding to you.

We do have the "Radiation Safety in Dental Practice", and our staff and faculty reviews it annually, all recorded.

I hope this adds some clarification.

Thank you for your willingness to work with us patiently,

Sincerely,

Adrine Reganian, RDHAP, BSDH, MSHS

Dental Hygiene Program Director
Health Sciences Division
Pasadena City College

(626) 585-7545
aareganian@pasadena.edu

Dream on!



From: Steward, Lisa@CDPH <Lisa.Steward@cdph.ca.gov>
Sent: Monday, October 2, 2023 11:10 AM
To: Adrine A. Reganian <AAREGANIAN@pasadena.edu>
Cc: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>; Fragosa, Wendy@CDPH <Wendy.Fragosa@cdph.ca.gov>
Subject: RE: PCC Dental Program

Good morning Ms. Reganian,

The letter provided is an approval for the installation and use of a panoramic X-ray unit as referenced from the California Radiation Control Regulations, and Los Angeles County Ordinance 11.22.620.

The recommendations included in the letter are routinely noted as a general safety practice and do not require additional proof of compliance.

Contact me with any questions.

Lisa Steward, Sr. Radiation Protection Specialist
Radiation Management
3530 Wilshire Blvd, 9th Floor
Los Angeles, Ca 90010
213-351-7395 Direct
323-346-9800 Mobile
213-351-7897 Main
213-351-2718 Main Fax

From: Adrine A. Reganian <AAREGANIAN@pasadena.edu>
Sent: Monday, October 2, 2023 9:41 AM
To: Steward, Lisa@CDPH <Lisa.Steward@cdph.ca.gov>
Cc: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>; Fragosa, Wendy@CDPH <Wendy.Fragosa@cdph.ca.gov>
Subject: Re: PCC Dental Program

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Good morning, Ms. Steward.

I am following up with the shielding application and the approval letter that was sent to Pasadena City College Dental Hygiene Program.

I am attaching the letter for a reference.

The following recommendation was in the letter.

The following recommendations are made in the interest of reducing radiation exposures to as low as reasonably achievable:

1. A mirror be appropriately placed in each operatory housing the X-ray unit that will allow the operator and/or dentist to observe the patient from the protected position during dental radiography.
2. The X-ray operator and/or dental personnel must not stand in the path of the useful X-ray beam and must remain behind a protective barrier, out of the primary beam as stated in the regulations.

Do we need to provide additional proof?

My understanding was that our shielding plan has been approved and we can safely proceed, there was no other follow-up informatino that we needed to provide.

Dental Hygiene Board of California is requesting information that clearly states that we are in compliance with the Radiation Safety Regulations.

When Wendy Fragosa conducted an investigation, the only requirement from her was that we apply for the Radiation Shileding for the PAnoramic unit that we had not done before. The DHBC has asked us for more concrete proof we are in compliance.

If you have any questions, please do not hesitate to call me on my cell phone, any time

8(18) 239 2269

Thank you,
Adrine

Adrine Reganian, RDHAP, BSDH, MSHS
Dental Hygiene Program Director
Health Sciences Division
Pasadena City College

(626) 585-7545
aareganian@pasadena.edu

Dream on!



From: Adrine A. Reganian <AAREGANIAN@pasadena.edu>
Sent: Wednesday, June 14, 2023 3:26 PM
To: Steward, Lisa@CDPH <Lisa.Steward@cdph.ca.gov>
Cc: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>
Subject: Re: PCC Dental Program

Good afternoon, Lisa.

I finally have the requested information for the PCC Dental Hygiene Pano Room Shielding Plan Application completion. Please see the attached documents and let me know if there is anything else I can provide to finalize this process. The current pano room is located where the "Existing Toilet" in the old plans.

Thank you for your patience.

Adrine

Adrine Reganian, RDHAP, BSDH, MSHS

Dental Hygiene Program Director
Health Sciences Division
Pasadena City College

(626) 585-7545

aaregianian@pasadena.edu

Dream on!



From: Adrine A. Reganian <AAREGANIAN@pasadena.edu>

Sent: Tuesday, May 9, 2023 1:59 PM

To: Steward, Lisa@CDPH <Lisa.Steward@cdph.ca.gov>

Cc: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>

Subject: Re: PCC Dental Program

Hello, Ms. Steward.

I am aware of the problem and I have been trying to get the building materials information for a while.

Facilities at PCC is currently undergoing some change and there are some external entities involved. They are having a hard time finding the original drawings and specific materials that were used in the construction of the building in the 1940s. They contacted me yesterday and they have most information but the one last bit.

I hope they can give me an answer by the end of this week.

I apologize for the delay; this matter is important, and I am aware of the incomplete status of the application.

I will submit the missing info as soon as I have it.

Thank you for your patience.

Adrine

Adrine Reganian, RDHAP, BSDH, MSHS

Dental Hygiene Program Director
Health Sciences Division
Pasadena City College

(626) 585-7545

aaregianian@pasadena.edu

Dream on!



From: Steward, Lisa@CDPH <Lisa.Steward@cdph.ca.gov>

Sent: Tuesday, May 9, 2023 11:47 AM

To: Adrine A. Reganian <AAREGANIAN@pasadena.edu>

Cc: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>

Subject: RE: PCC Dental Program

Good morning Ms. Reganian,

I'm emailing regarding the radiation shielding application that was received in our office March 20, 2023 for Pasadena City College, 1570 East Colorado Blvd, R509, Pasadena, CA 91106.

As of today, the application is currently on hold until missing information is provided.
Contact me to discuss.

Lisa Steward, Radiation Protection Specialist
Radiation Management
3530 Wilshire Blvd, 9th Floor
Los Angeles, Ca 90010
213-351-7395 Direct
323-346-9800 Mobile
213-351-7897 Main
213-351-2718 Main Fax
916-636-6093 eFax

From: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>
Sent: Tuesday, May 9, 2023 11:08 AM
To: Steward, Lisa@CDPH <Lisa.Steward@cdph.ca.gov>
Subject: FW: PCC Dental Program

fyi

From: Adrine A. Reganian <AAREGANIAN@pasadena.edu>
Sent: Monday, April 10, 2023 11:49 AM
To: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>
Subject: Re: PCC Dental Program

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Hello, Hope.

Thank you for your patience.

The school is working on it and they have promised to give us the details by the end of this week.

Adrine

Adrine Reganian, RDHAP, BSDH, MSHS
Dental Hygiene Program Director
Health Sciences Division
Pasadena City College

(626) 585-7545
aareganian@pasadena.edu

Dream on!



From: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>
Sent: Monday, April 10, 2023 11:23 AM
To: Adrine A. Reganian <AAREGANIAN@pasadena.edu>
Subject: RE: PCC Dental Program

Hi Adrine,

I am following up to see if you were able to obtain a detailed schematic.

Thank you,

Hope Martinez

From: Martinez, Hope@CDPH

Sent: Tuesday, March 21, 2023 3:00 PM

To: Adrine A. Reganian <AAREGANIAN@pasadena.edu>

Subject: RE: PCC Dental Program

Hi Adrine,

We receive the plan check application for the panoramic unit.

To process your submission please provide the following from page 2 of the application.

Page 2

**10. PROVIDE BLUE PRINT OR SKETCH OF X-RAY ROOM AND INCLUDE THE FOLLOWING INFORMATION.
(SEE ATTACHED SAMPLE) **PROVIDE TWO COPIES****

- (a) Compass Orientation (i.e., indicate on sketch the north, south, east, and west directions).
- (b) Scale, preferably 1/4-inch = one foot. If sketch is not scaled, indicate the X-ray room dimensions in feet.
- (c) Direction of X-ray beam and percentage of use in each direction.
- (d) The type and thickness of the construction material in the walls, ceiling and floors if multi-story building.
- (e) Type of occupancy in immediate adjoining areas.
- (f) In multi-story building, indicate the floor-to-floor distance above and below the X-ray room, and the type of occupancy above and below the X-ray room.
- (g) The location of the wall cassette holder, X-ray table, operator position, dental chair, etc. (as applicable).
- (h) Indicate the amount or thickness, location, and dimensions of existing or proposed lead shielding.

Thank you,

Hope Martinez

Principal Radiation Protection Specialist

From: Adrine A. Reganian <AAREGANIAN@pasadena.edu>

Sent: Wednesday, December 7, 2022 2:00 PM

To: Fragosa, Wendy@CDPH <Wendy.Fragosa@cdph.ca.gov>; Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>

Subject: Re: PCC Dental Program

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Thank you, Wendy for your fast response.

Attached please find the compliance recommendation on Radiology from Dental Hygiene Board of California site visit from October 12, 2022 (highlighted, page 2).

Please let me know if there is anything else I can assist with,

Adrine

Adrine Reganian, RDHAP, BSDH, MSHS

Dental Hygiene Program Administrator

Health Sciences Division

Pasadena City College

(626) 585-7545

aareganian@pasadena.edu

Držam on!



From: Fragosa, Wendy@CDPH <Wendy.Fragosa@cdph.ca.gov>

Sent: Wednesday, December 7, 2022 10:39 AM

To: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>

Cc: Adrine A. Reganian <AAREGANIAN@pasadena.edu>

Subject: RE: PCC Dental Program

Hello Hope,
Ms. Reganian's email address is in the cc. Here phone number is 818-239-2259.
Adrine, can you please provide a copy of the report from DHBC?
Thank you for your attention to this matter.
Best regards,

Wendy L Fragosa, BSRT, CRT, ARRT(R)(MR)(CT), MRSO(MRSC™)
Radiation Protection Specialist
Los Angeles County Department of Public Health
Radiation Management
3530 Wilshire Boulevard, 9th Floor
Los Angeles, CA 90010
Cell: 323-914-2020
Office: 213-351-7378
Fax: 213-351-2718
e-Fax: 916-636-6615

NEW INTERACTIVE ONLINE X-RAY MACHINE REGISTRATION FORM
[Home · RHB \(powerappsportals.us\)](#)

[Applications for CRT, NMT, X-ray technician, & Licentiates \(MD, DO, DC, DPM\)](#)

ALL OTHER FORMS <https://www.cdph.ca.gov/rhb>

Registration Questions Email RHBRMT@cdph.ca.gov
Renewal and Billing Questions Email RHBReg@cdph.ca.gov

From: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>
Sent: Wednesday, December 7, 2022 10:37 AM
To: Fragosa, Wendy@CDPH <Wendy.Fragosa@cdph.ca.gov>
Cc: aareganian@pasadena.edu
Subject: Re: PCC Dental Program

Hi Wendy,
Can you please provide her contact information? We also need whatever documentation that was provided by the inspector indicating the possibility of too much scatter.
Thank you

From: Fragosa, Wendy@CDPH <Wendy.Fragosa@cdph.ca.gov>
Sent: Wednesday, December 7, 2022 10:29 AM
To: Martinez, Hope@CDPH <Hope.Martinez@cdph.ca.gov>
Cc: aareganian@pasadena.edu <aareganian@pasadena.edu>
Subject: PCC Dental Program

Good morning Hope,
I received a call today from Adrine Reganian from the Pasadena City College Dental Hygiene Program. Their facility was inspected by DHBC and the inspector noted that the operators for the Pano unit might be receiving too much scatter radiation during exposures. Ms. Reganian is requesting an onsite visit to verify this.
DLI 2/2/2019 FAC 1305
Can you please contact her and/or assign someone to visit the facility to investigate this concern?
Thank you for your attention to this matter.
Best regards,

Wendy L Fragosa, BSRT, CRT, ARRT(R)(MR)(CT), MRSO(MRSC™)
Radiation Protection Specialist
Los Angeles County Department of Public Health
Radiation Management
3530 Wilshire Boulevard, 9th Floor
Los Angeles, CA 90010

Cell: 323-914-2020
Office: 213-351-7378
Fax: 213-351-2718
e-Fax: 916-636-6615

NEW INTERACTIVE ONLINE X-RAY MACHINE REGISTRATION FORM

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ALL OTHER FORMS <https://www.cdph.ca.gov/rhb>

Registration Questions Email RHBRMT@cdph.ca.gov

Renewal and Billing Questions Email RHBReg@cdph.ca.gov

From: [Micah L. Young](#)
To: [Lum, Anthony@DCA](#); [Jose A. Gomez](#)
Cc: [Laura M. Ramirez](#); [Adrine A. Reganian](#); [Petty, Adina@DCA](#); [Law, Albert@DCA](#)
Subject: RE: PCC Dental Hygiene Educational Program Non-compliance Issue
Date: Tuesday, October 24, 2023 3:23:29 PM
Attachments: [image001.png](#)
[RE - PCC Dental Program - Safety Plans -LACDPH.pdf](#)
[200128 PCC Projects Schedule shortened v3.1 \(005\).pdf](#)
[R Building- FMP project schedule.pdf](#)

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Good afternoon Mr. Lum,

Please accept the following communication in response to the communication received regarding the PCC Dental Hygiene Educational Non-compliance issue.

Please see the attached following attached documents –

- Response from the Los Angeles County Department of Public Health addressing the operator shielding requirements (Safety Plans -LACDPH)
- The “R” Building Educational and Facility Master Plan Project schedule – which addresses the timeline for the proposed “R” Building renovation, which includes the timeline for a new dental education and clinical space in support of the Dental Hygiene Program (FMP Project Schedule and PCC Projects Schedule -documents).

Please let us know if any additional information is needed to address the non-compliance issue.

Sincerely,

Dr. Micah Young, M.D.
Dean, Health Sciences
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106
Telephone: 626-585-7326

From: Lum, Anthony@DCA <Anthony.Lum@dca.ca.gov>
Sent: Friday, October 20, 2023 11:40 AM
To: Jose A. Gomez <jagomez@pasadena.edu>
Cc: Laura M. Ramirez <lramirez120@pasadena.edu>; Micah L. Young <myoung19@pasadena.edu>; Adrine A. Reganian <AAREGANIAN@pasadena.edu>; Petty, Adina@DCA <Adina.Petty@dca.ca.gov>; Law, Albert@DCA <Albert.Law@dca.ca.gov>

Subject: PCC Dental Hygiene Educational Program Non-compliance Issue

Hello Mr. José A. Gómez, Ph.D., PCC Interim Superintendent/President,

My name is Anthony Lum, Executive Officer of the Dental Hygiene Board of California (Board). I wanted to bring to your attention the Board's efforts to review and oversee legal compliance issues with Pasadena City College's (PCC) Dental Hygiene Educational Program. This process began with a site visit by Board staff back in October 2022, where several deficiencies of the law and the Commission on Dental Accreditation (CODA) Standards were identified by my site visitors and marked for correction. Since that time, we have been in communication with your DH program director, Ms. Adrine Reganian (with copies to you, Laura M. Ramirez, and Micah L. Young), multiple times and have provided ample time and opportunity to correct the deficiencies and standards as required by law, as well as identified potential Board penalties of non-compliance. Unfortunately, the actions and requests for updates from PCC required to move toward Board compliance have been first delayed and now ignored. Therefore, further Board action is deemed appropriate at this time and will be brought before the Board at the November 18, 2023, Board meeting. A representative from PCC to be available at the Board meeting would be advisable for the agenda item. A timeline of the prior events and communications is attached in my letter addressed to you. If you are curious of our authority over PCC and all approved dental hygiene educational programs in California, it arises from Business and Professions Code section 1941.5. I've provided a link to the section of law for your review. *Please acknowledge receipt of this email for the record.*

LINK: [Law section \(ca.gov\)](#)

If you have any questions or concerns, please contact me. Thank you and I wish this introduction could've been under better circumstances.

Sincerely,
Anthony Lum
Executive Officer
Dental Hygiene Board of CA
Ph. 916-576-5004
Email: Anthony.lum@dca.ca.gov
General Email: dhbcinfo@dca.ca.gov



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From: [Richard L. Laret](#)
To: [Laura M. Ramirez](#); [Micah L. Young](#)
Cc: [Jose A. Gomez](#); [Candace D. Jones](#)
Subject: R Building- FMP project schedule
Date: Monday, October 23, 2023 1:38:51 PM
Attachments: [200128 PCC Projects Schedule shortened v3.1.pdf](#)

Good Afternoon Laura and Micah,

Attached is the project schedule based upon the original approved FMP. Please note we lost 2 years in the front end projects due to COVID and marketing the Bond in 2022 vs 2020.

For our current conversation, the R building is scheduled for the 4th Phase, design beginning Q1 of 2025 and construction completing Q4 of 2028. Programing would resume on Q1 of 2029. All programing for the building would need to go off line Q4 2026 and would need to be moved into swing spaces until spring of 2029.

A proposed updated FMP would place the Dental Program in a new Sciences Building to the east of Sarafian. The timeline for this project could have a new designated Dental Program space ready for Spring of 2029 programing and would not require finding swing space for the program for 2 years.

Please let me know if you will need an official letterhead statement from Facilities regarding the planned FMP project to modernize the R Building where the Dental Program is currently housed.
Regards-rl



[illegible]

* Exact duration to be determined based upon actual progress at each phase

DESIGN / APPROVAL

 CONSTRUCTION



October 17, 2023

Robert Handysides, DDS
Dean
Loma Linda University, School of Dentistry
11092 Anderson St.
Loma Linda, California 92350

Dear Dr. Handysides,

The Dental Hygiene Board of California (DHBC) conducted a site visit on October 10, 2023, of the Loma Linda University Dental Hygiene Educational Program (LLU). This site visit was generated due to DHBC's oversight goals to monitor all dental hygiene educational programs (DHEPs) in California for compliance with the minimum DHEP standards set by the California Code of Regulations and Commission on Dental Accreditation Standards. Based on the results of the site visit and a review of the documentation provided by LLU, it was noted that evidence of program compliance was satisfactory.

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 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, DHBC

Eun-Hwi Cho, DDS, Assistant Dean, Educational Quality and Outcomes, LLU

Esther Forde, M.A., Assistant Dean, Admissions and Student Affairs, LLU

Shelley Hayton, MAT, RDH, Dental Hygiene Program Director, LLU



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DENTAL HYGIENE BOARD OF CALIFORNIA

2005 Evergreen Street, Suite 1350 Sacramento, CA 95815

P (916) 263-1978 | F (916) 263-2688 | www.dhbc.ca.gov



October 5, 2023

Jamal Cooks, Ph.D.
President
Chabot College
25555 Hesperian Boulevard
Hayward, CA 94545

Dear Dr. Cooks,

The Dental Hygiene Board of California (DHBC) reviewed the Chabot College Dental Hygiene Program (Chabot) Self Study as prepared for the Commission on Dental Accreditation (CODA). Based on the results of the review, 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 March 30, 2023, Chabot was notified of deficiencies and the DHBC conducted a site visit at Chabot's campus on May 2, 2023.

On October 4, 2023, Chabot provided documentation to the remaining deficiencies. The current status of minimum DHEP standards are as follows:

i. Deficiency 1 - Student Clinical Hours

a. Documentation provided in the Self Study:

i. Previous CODA Recommendation:

1. RECOMMENDATION # 3 (DH Standard 3-12): Student assignments to clerical and dental assisting responsibilities during clinic sessions must be minimal and must not be used to compensate for limitations of the clinical capacity or replace clerical or clinical staff.

ii. Chabot stated:

1. "Fourth semester consists of a total of 15-hours clinical experience in DHYG81B and 2-hours of Seminar in DH82B. Due to

there being fifteen clinical stations available, and twenty students in a full-class, students are not able to achieve a consistent minimum of 12-hours of clinical time per week." (Self Study p. 61)

2. "To remedy this situation, when there are sixteen to twenty students in the second-year class, an additional faculty has been allocated to provide clinical supervision for one 3-hour session per week. In providing this additional clinical experience/time, all students are able to receive the minimum of 12-hours of clinical experience. During this additional clinic session, students are active in radiology, recirculation and instrumentation in our SIM Classroom." (Self Study p. 62)
3. "Currently, there are only thirteen students in the second-year dental hygiene class. As such, there are no rotations scheduled for the students. However, in a full class of 20 students, there are only 15 chairs available for patient care. Due to the requirement of the 5:1 Student/Faculty ratio, clinical faculty are unable to supervise additional students on the clinical floor. In order to achieve the weekly required 12-15 hours of clinical experience, when there are 16-20 students in the DH2 class, an additional faculty person will be present on the floor for 1 additional 3-hour session during the week." (Self Study p. 103)
4. "When the additional 3-hour clinic session is implemented, we will be able to ensure our students the minimal number of weekly hours, as well as enrichment opportunities through supervised participation in assisting in: radiology, recirculation and use of the SIM lab for instrumentation, fully supervised." (Self Study p. 104)

iii. Chabot provided student schedules for Fall 2022 and Spring 2023.

b. October 4, 2023 Documentation:

- i. Current Clinical Hours for DHYG 81A/B are 14 hours per week.
 1. Documentation:
 - a. Fall / Spring Schedules.
- ii. Clinical Direct Patient Care for DHYG 81A/B
 1. 20 clinical units available including: Chair 16 for screening and 4 available X-ray units during each clinic session.

2. Documentation:

- a. Invoices for additional clinical chair (Screening).
- b. Four radiology units per clinic session (Schedule).
- c. Additional faculty person (total of 4 faculty on floor per session for second-year clinic and second semester first-year clinic) to maintain 1:5 faculty/student ratio (Schedule).

c. DHBC Review of October 4, 2023 Documentation:

- i. Sufficient hours and resources devoted to student clinical practice in both the first- and second-year cohorts.

d. Determination:

i. **In compliance.**

- ii. Chabot to maintain adequate student clinical practice pursuant to 16 CCR section 1105(i), 16 CCR section 1105(k), in addition to CODA Standards 2-10, 2-11, and 3-12.

ii. **Deficiency 5 - Learning Resources**

a. DHBC Site Visit Review:

- i. Radiology "Dexters" (anatomical heads to practice radiology techniques) lacking cheeks and needs repair or replacement.
- ii. Additional model trimmer needed for dental materials laboratory.

b. October 4, 2023 Documentation:

- i. Learning resources for DHYG 55A Dental Materials and DHYG 74 A/B Dental Radiography 1 & 2
 - 1. Additional resources for DHYG 55A to include: Second model trimmer to be installed to allow for greater access during lab sessions.
 - a. Documentation: Invoice from Darby Dental for model trimmer.

2. Learning resources for DHYG 74 A/B are Four DXXTRs sent to and returned from, "DXXTR Camp" for complete repair.
 - a. Documentation: Invoice for "DXXTR Camp" – Dentsply Sirona Inc.
- c. DHBC Review of October 4, 2023 Documentation:
 - i. Sufficient learning resources devoted to student learning.
- d. Determination:
 - i. **In compliance.**
 - ii. Chabot shall maintain sufficient learning resources pursuant to 16 CCR Section 1105.1(i) and CODA Standards 4-2 a) and 4-3.

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 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
Matthew Lee, Dean of Health, Kinesiology & Athletics, Chabot College
Julie Coan, RDH, MPH, Dental Hygiene Educational Program Director, Chabot College



October 17, 2023

Robin Steinback, Ph.D.
President
Moreno Valley College
16130 Lasselle St.
Moreno Valley, CA 92551

Dear Dr. Steinback,

The Dental Hygiene Board of California (DHBC, Board) conducted a site visit on October 11, 2023 of the Moreno Valley College Dental Hygiene Educational Program (MVC). This site visit was generated due to DHBC's oversight goals to monitor all dental hygiene educational programs (DHEPs) in California for compliance with the minimum DHEP standards set by the California Code of Regulations (CCR) and Commission on Dental Accreditation (CODA) Standards. Based on the results of the site visit and a review of the documentation provided by MVC, it was noted that evidence of program compliance was satisfactory.

Board Recommendations to Enhance Dental Hygiene Educational Program:

I. Board Recommendation 1 - Admissions Policy

- a. MVC lacking documentation of student selection based on "priority status" as listed in the admission requirements.
 - i. Class of 2024 had four students from "Priority 2" accepted.
 - ii. No evidence all "Priority 1" students were offered admission to the program.
- b. Board Recommendation:
 - i. MVC needs to establish a means to clearly demonstrate that student selection is based on "priority status" as listed in the admission requirements.

II. Board Recommendation 2 – Equipment Replacement Plan

- a. MVC lacks a long-term equipment replacement plan.
- b. Board Recommendation:
 - i. MVC to create a long-term equipment maintenance and replacement plan.

III. Board Recommendation 3 - Infection Control

- a. Site Visit Observation:
 - i. Students leaving dirty instrument cassettes in sink, as well as hand carrying instrument cassettes utilizing nitrile heavy duty task gloves to the central sterilization area.
 - ii. MVC utilizing ultrasonic bath to debride instruments prior to sterilization.
 - 1. Standard of care is utilization of a dental cassette instrument washer.
- b. Board Recommendations:
 - i. MVC to provide an alternate instrument cassette transfer vehicle for students to utilize to transfer cassettes to the central sterilization area.
 - 1. Refer to CDC Guidelines for Infection Control in Dental Health-Care Settings — 2003
 - a. "Transporting and Processing Contaminated Critical and Semicritical Patient-Care Items" beginning on page 22 of document.
 - ii. MVC to provide an alternate debridement mechanism to the currently utilized ultrasonic bath.

Note: The Board's recommendations are only to enhance the program and not a Board requirement.

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 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, DHBC

Majd Askar, Vice President, Business Services, MVC

Mark Figueroa, Ph.D., Vice President, Planning and Development

Anna Marie Amezcua, Interim Vice President, Academic Affairs

Nicole Snitker, RDH, M.S., Dental Hygiene Program Director, MVC



Saturday, November 18, 2023

Dental Hygiene Board of California

Agenda Items 18 & 19

**Program Statistics: Enforcement, Licensing, Continuing
Education.**

Dental Hygiene Board of California
Agenda Item 18: Enforcement Statistics
FY 23/24

Report data as of 10/31/2023

As Of	7/31	8/31	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/31	6/30	
Complaints Received													
Consumer Complaints	5	8	12	5									30
Board Initiated Complaints	100	12	17	28									157
Arrests/Convictions	6	4	12	6									28
Applicants	4	5	11	5									25
Totals	115	29	52	44	0	0	0	0	0	0	0	0	240

Complaint Case Type Received													
Criminal Charges/Convictions	10	9	22	11									52
Incompetence/Negligence	1	2	2	0									5
Non-Jurisdictional	7	4	6	2									19
Sexual Misconduct	1	0	0	0									1
Substance Abuse - No criminal charges	1	0	0	0									1
Unprofessional Conduct	93	12	17	29									151
Unlicensed	2	2	4	1									9
Unsafe/Unsanitary Conditions	0	0	0	0									0
Other	0	0	1	1									2

As Of	7/31	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	3	4	5	2									14
Insufficient Evidence	0	0	0	0									0
No Violation	0	0	1	2									3
No Jurisdiction	6	4	3	2									15
Other (includes, but not limited to redundant complaints and those awaiting criminal disposition)	2	0	2	4									8
Totals	11	8	11	10	0	0	0	0	0	0	0	0	40

Investigations

Open Investigations

Desk Investigations	160	144	139	101									
Field Investigations	52	57	61	63									
Totals	212	201	200	164	0	0	0	0	0	0	0	0	

Closed Investigations

Desk Investigations	55	23	37	40									
Field Investigations	1	0	0	0									
Totals	56	23	37	40	0	0	0	0	0	0	0	0	

Case Aging for Investigations (Open Cases)

Desk Investigations

0-6 months	111	94	61	64									
7-12 months	21	22	18	20									
>1 yr - 1.5 years	12	11	13	14									
>1.5 years - 2 years	8	7	10	10									
>2 years	8	10	11	11									

As Of	7/31	8/31	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/31	6/30
Field Investigations												
0-6 months	20	25	27	27								
7-12 months	21	18	16	14								
>1 yr - 1.5 years	11	13	14	18								
>1.5 years - 2 years	0	1	3	4								
>2 years	0	0	0	0								

Attorney General's Office (AG)

Discipline

Cases Transmitted to AG	0	0	0	2								
Statement of Issues Filed	0	0	0	0								
Accusations Filed	0	0	0	2								
Accusations Withdrawn	0	0	0	0								
Revocation	0	0	0	1								
Surrender	1	0	0	0								
Probation	0	0	0	0								

Probation Subsequent

Discipline

Subsequent Case Transmitted to AG	0	0	0	0								
Petition to Revoke Probation Filed	0	0	0	0								
Accusation/Petition to Revoked Probation Filed	1	0	0	0								
Revoked	0	0	0	0								
Surrendered	0	0	0	0								
Probation Extended	0	0	0	0								

As Of	7/31	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	11	9	7	9								

Case Aging for Pending AG Cases From Time of Transmittal												
<i>0-6 months</i>	7	6	4	5								
<i>7-12 months</i>	2	2	2	3								
<i>>1 yr - 1.5 years</i>	1	0	0	1								
<i>>1.5 years - 2 years</i>	1	1	1	0								
<i>>2 years</i>	0	0	0	0								

Citation/Fine												
Citations Issued	41	19	35	30								
Citations Modified	4	2	2	0								
Citation Affirmed	1	1	1	0								
Citations Dismissed	0	0	2	0								
Total Amount Ordered FY 22/23	\$115,647.00											

Probation												
Active Probationers	19	19	19	19								
Tolled Probationers	4	4	4	4								
Biological Testing Probationers	16	16	16	16								
Positive Drug Screen for Banned Substances	2	0	1	1								
Violations of Probation Addressed	5	5	1	7								

Attachment 1: Application Received and Licenses Issued Statistics

APPLICATIONS RECEIVED: FY 2023/2024															
Type of Application	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar	Apr	May	June	Total YTD		
Initial Licensure Applications															
RDH Application by Exam	125	43	35	35	-	-	-	-	-	-	-	-	238		
RDH Application by Credential	2	3	2	4	-	-	-	-	-	-	-	-	11		
RDHAP Application	5	7	7	1	-	-	-	-	-	-	-	-	20		
Fictitious Name Permit Application	1	3	5	2	-	-	-	-	-	-	-	-	11		
License Renewal Applications															
Type of Application	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar	Apr	May	June	Total YTD		
RDH Renewal Application	1,102	1,344	1,433	649	-	-	-	-	-	-	-	-	4,528		
RDHAP Renewal Application	48	63	73	29	-	-	-	-	-	-	-	-	213		
RDHEF Renewal Application	3	3	0	0	-	-	-	-	-	-	-	-	6		
Fictitious Name Permit Renewal Application	8	11	7	3	-	-	-	-	-	-	-	-	29		
LICENSES AND PERMITS ISSUED															
Type of License	Prior Years		Current Year FY 2022/23												
	FY 2021/22	FY 2022/23	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar	Apr	May	June	Total YTD
RDH License	757	802	195	92	53	24	-	-	-	-	-	-	-	-	364
RDHAP License	76	71	11	6	10	6	-	-	-	-	-	-	-	-	33
Fictitious Name Permit	21	14	5	12	5	5	-	-	-	-	-	-	-	-	27

Attachment 2 Law and Ethics Examination

License Type	Registered Dental Hygienist (RDH)								
Exam Title	RDH Law & Ethics Exam								
	Total Tested	Passed	%	Failed	%	1st Attempt to Pass Exam	%	Multiple Attempts to Pass Exam	%
FY 2021/22	895	764	85%	131	15%	634	83%	130	17%
Out of State	22	20	91%	2	9%	20	100%	0	0%
FY 2022/23	1,050	843	80%	207	20%	691	82%	152	18%
Out of State	17	15	88%	2	12%	14	93%	1	7%
FY 2023/224	421	358	85%	63	15%	295	82%	63	24%
Out of State	12	7	59%	5	41%	7	100%	0	42%

License Type	Registered Dental Hygienist in Alternative Practice (RDHAP)								
Exam Title	RDHAP Law and Ethics Exam								
	Total Tested	Passed	%	Failed	%	1st Attempt to Pass Exam	%	Multiple Attempts to Pass Exam	%
FY 2021/22	95	63	66%	32	34%	45	71%	18	29%
FY 2022/23	113	87	77%	26	23%	63	72%	24	28%
FY 2023/24	41	30	73%	11	27%	20	67%	10	33%
Out of State (Only recognized in CA)	0	0	0%	0	0%	0	0%	0	0%

Attachment 3: Licensing Population

Registered Dental Hygienist (RDH)	Active	18,019
	Inactive	1,630
	*Delinquent	4,105
	*Cancelled	10,956
	*Revoked	44
	*Surrendered	35
	*Other (Deceased)	219
	Retired	394
Registered Dental Hygienist in Alternative Practice (RDHAP)	Active	751
	Inactive	60
	*Delinquent	109
	*Cancelled	84
	*Revoked	1
	*Surrendered	3
	*Other (Deceased)	2
	Retired	21
Registered Dental Hygienist in Extended Functions (RDHEF)	Active	18
	Inactive	2
	*Delinquent	6
	*Cancelled	6
	*Revoked	0
	*Surrendered	0
	*Other (Deceased, retired, etc.)	0
Fictitious Name Permit (FNP)	Active	140
	Inactive	0
	*Delinquent	70
	*Cancelled	101
	*Revoked	0
	*Surrendered	0
	*Other (Deceased, retired, etc.)	0
Military Temporary Licenses RDH, RDHAP and RDHEF	Active	1
	Inactive	0
	*Delinquent	0
	*Cancelled	0
	*Revoked	0
	*Surrendered	0
	*Other (Deceased)	0
	Retired	0
	Licensed Subtotal (Active, Inactive)	20,621
	*Non-Licensed Subtotal (Delinquent, Cancelled, Revoked, Surrendered, Other)	16,156
	Total Licenses Issued	36,777

License Status Definitions	
Active	Current and updated license and allowed to practice in CA. Continuing Education (CE) hours completed within the preceding 24 months (biennially) is required to renew the license.
Inactive	Current license but cannot practice in CA. CE hours are not required for the biennial license renewal (exempt).
Delinquent	Biennial license renewal not completed after expiration date. May not practice in CA unless proof of renewal is received and in processing (BPC 121).
Cancelled	License not renewed for 60 months after the last expiration and may not be renewed, restored, reissued, or reinstated (BPC 1939). May not practice in CA.
Retired	Cannot practice in CA and not renewable unless licensee re-activates the retired license and pays a one-time fee to re-activate and meet other requirements
Revoked	Disciplinary action taken; may not practice in CA.
Surrendered	Disciplinary action taken; may not practice in CA.
Military Temporary License	New Temporary License for the spouse or domestic partner of an active-duty military member stationed in California if the applicant currently holds an active and unrestricted license in another state.

CA Dental Hygiene Licensee Population			
Counties	General Population	Licensee Population	General Population to Licensee Population Ratio
ALAMEDA	1,733,977	682	2,542:1
ALPINE	1,213	0	0
AMADOR	41,188	32	1,287:1
BUTTE	209,121	131	1,596:1
CALAVERAS	45,205	36	1,256:1
COLUSA	21,965	8	2,746:1
CONTRA COSTA	1,200,997	665	1,806:1
DEL NORTE	27,482	8	3,435:1
EL DORADO	194,224	218	891:1
FRESNO	1,032,114	418	2,469:1
GLENN	29,157	7	4,165:1
HUMBOLDT	137,015	72	1,903:1
IMPERIAL	181,253	22	8,239:1
INYO	19,157	12	1,596:1
KERN	930,115	272	3,420:1
KINGS	152,336	59	2,582:1
LAKE	69,213	38	1,821:1
LASSEN	32,082	17	1,887:1
LIVINGSTON	0	1	0
LOS ANGELES	10,072,629	2,778	3,626:1
MADERA	157,872	59	2,676:1
MARIN	265,294	145	1,830:1
MARIPOSA	16,795	6	2,799:1
MENDOCINO	92,729	48	1,932:1
MERCED	288,825	87	3,320:1
MODOC	8	3	3:1
MONO	12,892	9	1,432:1
MONTEREY	446,229	171	2,610:1
NAPA	138,481	94	1,473:1
NEVADA	103,285	81	1,275:1
ORANGE	3,240,017	1,665	1,946:1
PLACER	421,632	457	923:1
PLUMAS	19,724	10	1,972:1
RIVERSIDE	2,486,747	990	2,512:1
SACRAMENTO	1,634,936	810	2,018:1
SAN BENITO	66,891	56	1,194:1
SAN BERNARDINO	2,225,586	804	2,768:1
SAN DIEGO	3,359,630	1,704	1,972:1
SAN FRANCISCO	894,584	242	3,697:1
SAN JOAQUIN	807,412	324	2,492:1
SAN LUIS OBISPO	286,261	223	1,284:1
SAN MATEO	778,239	335	2,323:1
SANTA BARBARA	455,528	207	2,201:1
SANTA CLARA	1,982,645	853	2,324:1
SANTA CRUZ	273,405	200	1,367:1
SHASTA	183,634	173	1,061:1
SIERRA	3,236	2	1,618:1
SISKIYOU	43,830	24	1,826:1
SOLANO	465,536	230	2,024:1
SONOMA	490,357	404	1,214:1

CA Dental Hygiene Licensee Population			
Counties	General Population	Licensee Population	General Population to Licensee Population Ratio
STANISLAUS	564,404	255	2,213:1
SUTTER	101,103	56	1,805:1
TEHAMA	66,540	41	1,623:1
TRINITY	16,811	3	5,604:1
TULARE	482,399	192	2,512:1
TUOLUMNE	55,698	37	1,505:1
VENTURA	849,999	507	1,677:1
YOLO	221,067	90	2,456:1
YUBA	84,401	28	3,014:1
CA Total Licensee Count			
17,101			
DHBC LICENSE POPULATION LOCATED IN OTHER STATES OR COUNTRY			
OUTSIDE OF CALIFORNIA			983
OUT OF THE COUNTRY			61

*Source for General Populations data -Worldpopulationreview.com.

*Source for Licensing Populations data – DCA's BreEZe System



DATE	November 18, 2023
TO	Dental Hygiene Board of California
FROM	Sabra D'Ambrosio Continuing Education Audit Analyst
SUBJECT	FULL 19: Continuing Education Update - Attachment 5

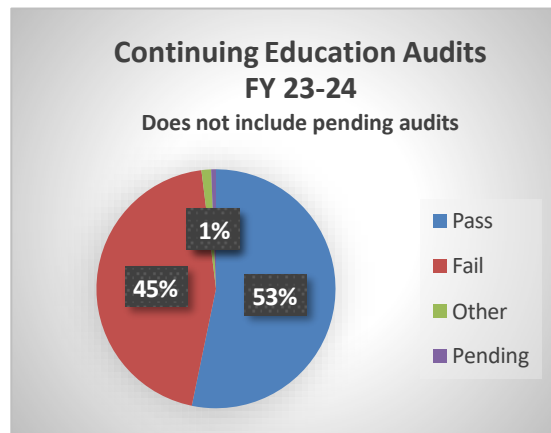
MEMORANDUM

Continuing Education Update

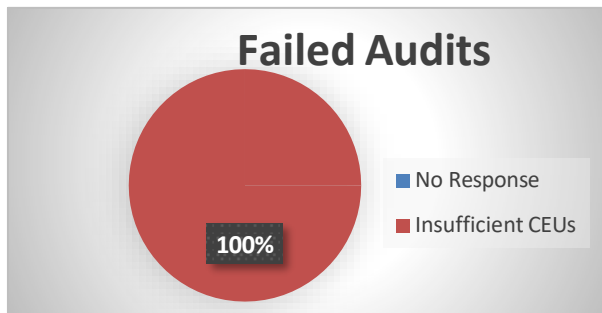
When initiating a CE audit, licensees are selected at random by the computer for staff to conduct the audit. The selected licensees have already completed their prior license renewals where they've attested under the penalty of perjury on the License Renewal Application that the number of required continuing education (CE) hours required by law to renew the license have been completed for the renewal.

In FY 2023/24, the Board initiated 154 Continuing Education (CE) audits through 10/31/2023. From the audits, there continues to be similar trends in the pass and fail rate of audited licensees. Fail rate has increased 8% over the past 3 audits.

	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Pass	296	399	412	82
Fail	191	258	250	69
Other (Waived per 16 CCR 1017(m))	8	10	10	2
Pending	0	3	24	1
Total	495	670	696	154



The Board has received many reasons from licensees for failure to comply with the CE Audit. Frequently, licensees have expressed they have misplaced, destroyed, or lost their records. Pursuant to [Title 16 CCR 1017\(m\)](#), licensees shall retain for a period of three renewal cycles (6 years) the certificates of CE course completion issued to licensees and shall forward to the Board only upon request for an audit. A licensee who fails to retain the certification shall contact the CE provider to obtain a duplicate certification for submission to the Board and the licensee's record.



Failed audits are broken into two categories, No Response and Insufficient CEUs. Of those with insufficient CEUs, 29% failed to complete at least one mandatory CE course and 1% submitted a certificate with an invalid provider. The invalid provider may have had an expired permit, may not have been approved to teach a mandatory course, or may have had an invalid provider number.

Once a licensee has failed a CE audit, the file is forwarded to the Board's Enforcement Unit to work through them in issuing citation and fines with or without orders of abatement to address the CE deficiency. Pursuant to [Title 16 CCR 1139](#), the Board's Executive Officer or designee has the authority to issue a citation containing an order to pay a fine not to exceed \$5,000, and an order of abatement against a licensee for violation of the laws that govern the practice of dental hygiene. For failed CE audits, the Board has issued citation and fines in varying amounts ranging from \$250 - \$1,500 depending on the egregiousness of the failed audit. When issuing a citation, the Board considers many factors including but not limited to 1) The number of CE hours and type the licensee is deficient of compliance; 2) The licensee's reason for failing the audit; and 3) Whether the licensee completed mandatory CE hours in the Board required coursework of Infection Control, Dental Practice Act, and Basic Life Support. Additionally, as with any citation that is issued, the Board references [Title 16 CCR 1140 Criteria to be Considered](#) when issuing a citation.

To communicate to licensees and the public, the Board has posted a link on the homepage of the website (www.dhbc.ca.gov) that opens directly to important continuing education information. Also, under the Licensee tab on the website, the open selection has a CE link to the same information. In addition, Board staff sent an email blast to all licensees and email subscribers about the CE Audit program and where to find CE information on our website.



Saturday, November 18, 2023

Dental Hygiene Board of California

Agenda Item 20

Future Agenda Items.



Saturday, November 18, 2023

Dental Hygiene Board of California

Agenda Item 21

Closed Session – Full Board

- 1) Pursuant to Government Code Section 11126(c)(3), the Board will
Deliberate on Disciplinary Actions and Decisions to be Reached
in Administrative Procedure Act Proceedings.

(If there are no disciplinary actions and decisions to be addressed,
it will be announced).

- 2) Pursuant to Government Code section 11126(a)(1), the Board will
Conduct an Evaluation of Performance of the Executive Officer.



Saturday, November 18, 2023

Dental Hygiene Board of California

Agenda Item 22

Adjournment.