



## ***JOB READY ASSESSMENT BLUEPRINT***

### **DENTAL ASSISTING**

**Test Code: 4226**

**Version: 01**

#### ***Specific Competencies and Skills Tested in this Assessment:***

##### **Introduction to the Dental Assisting Profession**

Identify career roles, functions, obligations, and limitations of a dental assistant  
Identify professional organizations within the dental community  
Describe ethics and jurisprudence as they relate to the dental profession  
Identify the roles of the dental healthcare team  
Identify the major dental specialties

##### **Communication Skills and Business Office Procedures**

Communicate with patients, dental team members, other health professionals, and the public  
Obtain, update, and file current documentation of patient record, status, and treatment  
Maintain procedures for legal access to patient records according to HIPAA standards  
Schedule and maintain appointment book, using computer and manual appointment systems  
Process and maintain inventory control systems

##### **Infection Control and Hazard Management**

Demonstrate understanding of steps to be followed after a bloodborne pathogen exposure incident  
Dispose of waste and hazardous materials in compliance with federal regulations  
Maintain personal safety and hygiene according to CDC, EPA, and OSHA guidelines  
Understand pre-cleaning, disinfection, and sterilization procedures according to federal guidelines  
Interpret, maintain, and use SDS sheets  
Understand disease transmission and asepsis procedures

## *Dental Assisting (continued)*

### **Clinical Procedures**

Take alginate impressions  
Pour impressions; trim and articulate cast and models  
Seat and dismiss patient  
Obtain, measure, and record vital signs  
Chart oral condition as dictated by the dentist  
Instruct patient and family in oral hygiene techniques and nutrition  
Maintain moisture control during dental procedures  
Prepare and assist with armamentarium relating to composite resin and amalgam restorations  
Prepare and assist with application and removal of dental dam  
Prepare various temporary and permanent dental materials  
Describe procedures for chairside assisting in various dental specialties  
Prepare and assist with preventive procedures including fluorides and sealants  
Demonstrate instrument and material transfer  
Prepare and assist with administration of local and topical anesthesia  
Fabricate provisional coverage for crown and bridge (C&B)  
Prepare and mix various elastomeric impression materials for fixed and removable prosthetics  
Identify various dental instruments and tray set-ups  
Identify various handpieces and associated rotary instruments  
Identify and assist with various types of medical and dental emergencies  
Demonstrate ergonomic positioning of the patient, dental team, and dental unit  
Provide patients with pre-treatment and post-treatment instruction and management

### **Radiological and Digital Imaging Procedures**

Mount and label dental intraoral and extraoral radiographs  
Practice patient and operator safety measures for radiation  
Demonstrate infection control protocol specific to radiologic procedures  
Maintain quality assurance specific to radiologic procedures, solutions, film, and equipment  
Demonstrate appropriate techniques for film and/or digital imagery placement and exposure  
Expose diagnostic quality intraoral radiograph using parallel or bisecting techniques  
Identify, select, and assemble radiographic equipment used in extraoral and intraoral procedures  
Differentiate between the normal and abnormal appearance of tooth structure, and supporting structures  
Identify and troubleshoot exposure and processing errors

### **Dental Sciences**

Describe the body systems of general human anatomy  
Describe head and neck anatomy (e.g., muscles, cranial nerves, facial and cranial bones)  
Name and identify the location of teeth and their surfaces  
Describe the tissues of the tooth, functions, and landmarks of the oral cavity  
Define numbering systems of permanent and primary dentitions

***Dental Assisting (continued)***

**Written Assessment:**

Administration Time: 3 hours

Number of Questions: 179

***Areas Covered:***

- 8% Introduction to the Dental Assisting Profession
- 8% Communication Skills and Business Office Procedures
- 15% Infection Control and Hazard Management
- 40% Clinical Procedures
- 19% Radiological and Digital Imaging Procedures
- 10% Dental Sciences

***Sample Questions:***

A patient's medical history is updated

- A. at every visit
- B. as needed
- C. every six months
- D. annually

The preferred, reliable method of sterilization is

- A. dry heat
- B. steam under pressure
- C. cold disinfecting solution
- D. chemical heat

To prevent air bubbles in a model or cast, use

- A. a higher water/powder ratio
- B. warm water
- C. boxing techniques
- D. a laboratory vibrator

The tissues most sensitive to radiation are

- A. kidney and nerves
- B. bone and salivary glands
- C. skin and oral mucosa
- D. thyroid and reproductive cells

***Dental Assisting (continued)***

Another word for primary teeth is

- A. succedaneous
- B. edentulous
- C. deciduous
- D. supernumerary

Consumable dental supplies are the supplies that

- A. are used quickly and reordered regularly
- B. are used occasionally throughout the year
- C. wear out from continual use
- D. must be autoclaved

Skin is part of the body's \_\_\_\_\_ system.

- A. digestive
- B. endocrine
- C. integumentary
- D. lymphatic

To examine the apex of a tooth, use which type of x-ray film?

- A. periapical
- B. panoramic
- C. occlusal
- D. bitewing

After use, place disposable needles in a/an

- A. general waste container
- B. biohazard trash bag
- C. approved sharps container
- D. autoclave

To correct an error in charting

- A. cover the error with wite-out<sup>®</sup>
- B. erase the error
- C. use double lines and red pen
- D. draw a line through the error and rewrite a correction

*Dental Assisting (continued)*

**Performance Assessment:**

Administration Time: 1 hour and 40 minutes

Number of Procedures: 6

**Areas Covered:**

- 21%            **Procedure 1: Prepare Instruments for Autoclaving**  
*Participant will assemble materials and equipment necessary to prepare instruments for autoclaving following the correct safety and sanitation procedures.*
- 12%            **Procedure 2: Assemble Equipment to Expose Radiographic Film**  
*Participant will assemble radiographic equipment in order to ensure accurate film and tube placement when exposing x-rays.*
- 12%            **Procedure 3: Mount Full Series Radiographs**  
*Participant will be given a full series of radiographs and will be required to mount the radiographs for viewing from the labial view.*
- 21%            **Procedure 4: Assemble and Disassemble Aspirating Syringe**  
*Participant will properly assemble and disassemble an aspirating syringe in preparation for injection following the correct safety and sanitation procedures. The participant will remove and properly dispose of the needle and cartridge.*
- 22%            **Procedure 5: Take a Single Mandibular Alginate Impression**  
*Participant will properly assemble the appropriate armamentarium and make the impression following the correct safety and sanitation procedures.*
- 12%            **Procedure 6: Prepare Class III (Anterior) Composite Tray**  
*Participant will choose the appropriate instruments and armamentarium for a composite restoration following the correct safety and sanitation procedures.*

**Sample Job:**            Procedure 1 – Prepare Instruments for Autoclaving

**Maximum Job Time:** 15 minutes

**Participant Activity:** The test participant will assemble materials and equipment necessary to prepare instruments for autoclaving following the steps provided.