



LICENSING SUBCOMMITTEE MEETING MINUTES

**Evergreen Hearing Room
2005 Evergreen Street, 1st Floor
Sacramento, CA 95815
Friday, December 5, 2014**

LIC 1 – Roll Call

President Michelle Hurlbutt announced that she was placing herself on the Licensing Subcommittee to assist with any issues. Acting Chair Evangeline Ward called the meeting to order at 2:18 p.m. with roll call and established a quorum with members Hurlbutt, Sherrie Gordon, and Timothy Martinez present and Noel Kelsch absent.

LIC 2 – Public Comment for Items Not on the Agenda

There was no public comment for items not on the agenda.

LIC 3 – Chairperson's Report

There was no chairperson's report for the subcommittee meeting.

LIC 4 – Approval of the May 2, 2014 Licensing Subcommittee Meeting Minutes

M/S/P (Gordon/Martinez) to approve the minutes as presented.

LIC 5 – Proposed 2015 Clinical Examination Schedule

Executive Officer (EO) Lori Hubble reported that the October 2015 examination dates in the packet should be changed to October 24-25, 2015 at San Joaquin Valley College in Visalia. She noted that with the acceptance of the Western Regional Examining Board (WREB) and Central Regional Dental Testing Service (CRDTS) exams, the number of candidates taking the California Clinical Exam has dropped significantly, and we need to be fiscally responsible and use our funds wisely. Therefore, the DHCC will administer four exam dates in 2015, July 25-26, 2015, at the University of Southern California, and October 24-25, 2015, at San Joaquin Valley College in Visalia. JoAnn Galliano, instructor at Chabot College in Hayward, CA noted that she understands that numbers are dropping, but the CRDTS exam is \$300 more than DHCC's exam, and requested that the DHCC schedule an exam in Northern California next year, since her students cannot afford to travel and take a patient to Southern California.

M/S/P (Hurlbutt/Gordon) to accept the proposed 2015 DHCC clinical exam schedule.

LIC 6 – Clinical and Written Examination Statistics

EO Hubble reported that in the last 3 years there has been a 46% decrease in the number of examinees taking the DHCC's RDH clinical exam. She noted that if the numbers continue their downward trend, exam fees must be raised to cover the cost of the exam. She pointed out that the clinical exam pass rates are consistent over time, and reported that the RDHAP written exam pass rate has increased, hopefully due to her outreach efforts to the RDHAP programs. She reported that she personally speaks to the programs' students and stresses the need to specifically study for the RDHAP written law and ethics examination, as they are all RDH licensees who have taken and passed the RDH written law and ethics exam for RDH licensure.

LIC 7 – Licensure Statistics

Assistant Executive Officer (AEO) Anthony Lum reported that the current licensee population is over 30,000 that the DHCC oversees. Ms. Hurlbutt asked for a definition of continuing education (CE) hold as listed in the statistics. AEO Lum explained that this occurs when someone has not checked the appropriate box or has failed to enter the number of CE units completed on their license renewal application. EO Hubble noted that it also includes not answering the conviction question which makes it an incomplete license renewal, so the license is held until subsequent information is received from the licensee indicating that the appropriate CE courses have been completed and/or that the licensee has not been convicted of a crime in the past two years.

LIC 8 – Discussion and Possible Action Regarding Policy for Educators to Observe DHCC RDH Clinical Examinations

EO Hubble reported that educators have expressed interest in observing DHCC's RDH clinical examinations. She directed the DHCC to review the observer policy she had drafted, some of which was from a Board Member observer policy of the Committee on Dental Auxiliaries, and some from the CRDTS observer policy. Ms. Gordon asked why there is a limit of the observation to two hours? EO Hubble stated that the observer may attend the candidate orientation in addition to the two hours of the exam session for ample time to gain information.

M/S/P (Hurlbutt/Gordon) to adopt the RDH clinical exam observer policy as presented.

LIC 9 – Discussion and Possible Action on Continued Competency Survey

Legislative and Regulatory Analyst Guadalupe Castillo noted that this survey was developed by Kristy Menage Bernie, RDH, for her Capstone Project as part of her Master's program at UC San Francisco. Ms. Menage Bernie said that the DHCC had considered pursuing legislation for continued competency previously, and it seemed natural to look at it now since it is being considered nationally, not just in California. Ms. Menage Bernie asked for the DHCC's input on the survey.

Ms. Hurlbutt noted that Canada requires a self-evaluation for continued competency. Ms. Gordon believed it was a good idea to get a pulse on the licensee population to assess their feelings on the issue. Ms. Menage

Bernie noted that determining competence is in DHCC's statutes, and is within the DHCC's purview to ensure continued competence of its licensees. The subcommittee members made some suggestions regarding the survey, and Ms. Menage Bernie said that the survey would be sent to all 6,000 California Dental Hygiene Association members.

There was no public comment.

LIC 10 – Future Agenda Items

No future agenda items were suggested.

LIC 11 – Adjournment

The Licensing Subcommittee meeting adjourned at 3:10 p.m.