



2023 Expanded Function Dental Auxiliary Examination

Candidate Manual

Please read all pertinent manuals in detail before attending the examination

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OVERVIEW

The CDCA-WREB-CITA offers a complete Expanded Function Dental Auxiliary (EFDA) examination as a pathway for EFDA Licensure. Each individual seeking to practice as an Expanded Function Dental Auxiliary must successfully complete a board-approved examination.

CDCA-WREB-CITA offers a patient simulated examination with a didactic component to satisfy EFDA Registration requirements.

APPLICATION AND ACCOUNT VERIFICATION

Applicants are required to complete a full online profile. The only document accepted for account verification is the EFDA Examination Eligibility Form available on the CDCA-WREB-CITA website. If you are currently pursuing a dual degree (Dental Hygiene and Dental Auxiliary), please inform the office through the **Contact Us** on our website for additional information.

SCHEDULE - MORNING & AFTERNOON SESSION

AM	PM	
8:00 a.m.	Noon	Registration and distribution of test materials: Kilgore typodonts and Kilgore prepared teeth specifically identified as exam teeth to protect the integrity of the examination process.
8:30 a.m.	12:30 p.m.	Manikin set-up approved by Clinic Floor Examiner. Complete the Progress Form to identify any pre-existing irregularities on the typodont or teeth.
9:00 a.m. – 11:30 a.m.	1:00 p.m. – 3:30 p.m.	Clinical exam: Restore three Kilgore-prepared teeth: Anterior composite (#8 ML) Posterior amalgam (#14 MOD) Posterior composite (#29 DO)
11:30 a.m.	3:30 p.m.	Dismount typodont. Return the typodont, Progress Form, and ID badge to Check-Out Desk.
Noon	4:00 p.m.	Three calibrated examiners independently evaluate all restored teeth.

ADMISSION

For admission to the examination, the candidate must provide their Candidate ID#, available through the online registration website under the “Registration” Tab, and one government or school photo ID. We have included below a full list of acceptable identification for the clinical and computerized exams:

EXAMINATION CONTENT

Clinical Simulation

The 2 ½ hour clinical component consists of the restoration of three pre-prepared teeth: anterior composite (#8 ML), posterior amalgam (#14 MOD), and posterior composite (#29 DO).

Scoring

A minimum of 75% must be achieved on each restoration. A rating is assigned for each criterion in every procedure by three calibrated, independent examiners. Based on the level at which a criterion is rated by at least two of the three examiners, points are awarded. If none of the three examiners’ ratings agree, a median score is assigned. If two or more examiners rate a criterion as a “Critical Deficiency,” zero points are awarded for that examination section.

A candidate may apply to retake a failed clinical examination during the next available examination period. Each examination, including retakes, requires the successful completion of the restoration of three teeth.

Scores will be reported to the State Board within two weeks of the examination. The CDCA-WREB-CITA examination is a distinct test that cannot be combined with other competency examinations.

Standards of Behavior and Professionalism

Failure to comply with the Standards of Behavior and Professionalism could result in immediate dismissal from the examination.

Assigned operatories: Candidates are permitted to work only in assigned operatories or laboratory spaces.

Patient management: The manikin must be maintained in a physiologically acceptable operating position. The candidate must follow infection control procedures recommended by the Centers for Disease Control and Prevention.

Examination Time: Treatment procedures must be limited to the posted times. Treatment procedures initiated before the established starting time, or continued after the finish time, will result in failure of the examination.

Assigned teeth: No substitution teeth will be provided after the test begins. Only one prepared tooth per procedure will be distributed, unless a manufacturer defect is identified (e.g., crown separates from root, the tooth is fractured). Teeth may not be removed and the typodont may not be dismounted without examiner permission.

No electronics are permitted in the testing area, including cell phones, iPods, tablets, and computers. Personal music devices with or without headphones are not permitted.

No outside assistance is permitted. No communication is allowed between candidates during established examination times.

DIDACTIC EXAMINATION

The written examination is by appointment at various PSI locations. **CDCA-WREB-CITA authorization is valid for 12 months. If the written examination has not been successfully completed in 12 months, a new application must be submitted.** There is no limit on the number of attempts.

The written examination is a 100-item multiple choice test offered electronically through PSI. Candidates have 150 minutes to complete the exam.

Content Outline

Amalgam restorations	20
Composite restorations	20
Dental Anatomy	10
Occlusion	10
Matrices and wedges	10
Bases and Liners	10
Rubber Dam	5
Cavity Classifications	5
Sealants	5
Crown and Bridge Provisionals	5

EXAM REFERENCES

Delmar's Dental Assisting: A Comprehensive Approach, 2007, 3rd edition, Donna J. Phinney & Judy H. Halstead, Cengage Delmar Publishing, ISBN #1418048739.

Dentistry for the Restorative Expanded Function Dental Assistant, 2006 Timothy L. Hotel & Linda S. Ruggiero, 3750 Hacks Cross Road, #102-139, Memphis, TN 38125, thottel@uthsc.edu.

Modern Dental Assisting, 2015, 11th Edition, Bird and Robinson, Elsevier

For detailed information about the content of the written examination, tips for preparation, and Sample Questions, visit the PSI Website.

Scoring

PSI will provide scores immediately following the completion of the examination. A passing score is 75%. The CDCA-WREB-CITA will forward scores to the State Dental Board within two weeks of completion.

Candidates who fail must register for re-examination before receiving authorization to schedule an appointment with PSI to retake the exam. All CDCA-WREB-CITA rules for registration procedures apply.

Standards of Behavior and Professionalism at the Testing Center

1. Unprofessional conduct or improper behavior toward personnel at the testing center will result in failure and forfeiture of the examination fee.
2. Examination security: Security measures established by the testing centers must be followed. Failure to do so may result in failure of the examination series.
3. Extraneous materials: Only materials distributed or authorized by the testing centers may be brought to the exam. The use of unauthorized materials will result in failure. No textbooks or study materials are permitted at the testing center.

SCORE CERTIFICATION PROCEDURE

Candidates may request to have the score that was reported re-calculated by hand and then have the results reported back to them. The Score Certification process includes a review of the electronic evaluation and accompanying documents from which the examination score was generated to determine if any irregularities or errors may have occurred in calculating the final score for a procedure. Irregularities or errors in scoring include duplicate entries, missing or extraneous mark(s) on accompanying documents that could have been misread before evaluation, or a mathematical error. Score Certification is not a review of the examination process or candidate performance and a listing of specific candidate errors is not included.

NOTE: All failing scores are routinely checked before being released. A candidate may request a Score Certification of his/her respective results online. All requests must include the candidate's name, ID number, site of the examination, date of the examination, and current address. There is a fee of fifty dollars (\$50.00), and all payments must be made using a VISA or MasterCard.

To preserve the integrity of the examination, the inspection of examination papers by a candidate or representative is not permitted at any time.

APPEALS

A candidate may appeal the results of the examination if extraordinary conditions during the examination affected the final grade. Appeals are reviewed based on facts surrounding the decision during the examination. The appeals process is the final review authority, and if the appeal is denied there is no further review process within CDCA-WREB-CITA.

All review of candidate appeal includes the score certification procedure described above and is based on An assessment of the documentation of the candidate's performance on the examination.

The review will not take into consideration other documentation that is not part of the examination process. Opinions of the candidates, faculty members, dentists, or examiners acting outside of the area of their assignment are not considered in determining the results of the examination and do not constitute a factual basis for an appeal. Any other information such as photographs or models taken after the completion of the examination will not be considered in the appeals process.

A candidate may request an Appeal of his/her respective results online There is a fee of four hundred dollars (\$400.00) to process the appeal.

TESTING ACCOMMODATIONS

CDCA-WREB-CITA will provide reasonable accommodations for the written examination for candidates with documented disabilities. To request consideration, provide the following:

- Submit, in writing, a request stating the exact auxiliary aid or modification needed through **Contact Us**. Requests received after the registration deadline date and retroactive requests will not be considered.
- Provide documentation of the need for the auxiliary aid or modification.
- Provide through **Contact Us** a copy of a letter from an appropriate healthcare professional documenting the disability. The letter must be received by CDCA-WREB-CITA no later than 45 days before the date of the examination. In providing such auxiliary aids or modifications, CDCA-WREB-CITA reserves the ultimate discretion to choose between effective auxiliary aids or modifications, and reserves the right to maintain the security of the examination.
- All information obtained regarding a candidate's disability will be kept confidential, with the following exceptions: Authorized individuals administering the examination may be informed regarding any auxiliary aid or modification; First Aid and safety personnel at the test site may be informed if the disability might require special emergency care.
- Efforts will be made to ensure that the examination results accurately reflect the individual's aptitude or achievement level rather than reflecting the individual's impaired sensory, manual, or speaking skills, except when those skills are factors the examination is intended to measure.