



Dental Assisting  
National Board

# 2023 ORCR Certificate

## Application Packet (Pathway I)

Includes an application for the following:

- Oregon Radiologic Proficiency (ORCR) certificate – Pathway I

### DANB Contact, Forms and Policies



Dental Assisting National Board  
444 N. Michigan Ave., Suite 900  
Chicago, IL 60611-3985

[www.danb.org](http://www.danb.org)

Phone: 1-800-367-3262 • Email: [danbmail@danb.org](mailto:danbmail@danb.org)

When applying for a DANB-issued state exam, you are responsible for reading, understanding, and complying with the policies and procedures in the [State Candidate Handbook](#).

Find all of DANB's policies and forms at [www.danb.org/exams/forms-and-policies](http://www.danb.org/exams/forms-and-policies).

DANB accepts 2023 exam applications through Dec. 31, 2023.

# Eligibility Pathways for Radiologic Proficiency Certificate in Oregon

Performance of radiography procedures by dental assistants is regulated by the Oregon Board of Dentistry (OBD) and requires that dental assistants earn a certificate in radiologic proficiency. The Dental Assisting National Board, Inc. (DANB), on behalf of the OBD, administers the Radiologic Proficiency Certificate program, a service that includes providing information regarding exams and certificates, distributing materials, administering the required exam, and issuing certificates.

A dental assistant must meet the following requirements to earn an Oregon Radiologic Proficiency Certificate:

## Pathway I

1. Complete an Oregon Board of Dentistry-approved course of instruction in radiography

Acceptable documentation includes:

- Copy of transcript, diploma, radiology course completion certificate OR
- Signed and dated letter (on letterhead) from the approved school/course provider verifying completion of the radiology course

### AND

2. Pass the DANB Radiation Health and Safety (RHS®) exam

Documentation of passing is already on file with DANB and does not need to be submitted.

### AND THEN

3. Obtain verification from an Oregon licensed dentist or dental hygienist that the dental assistant is proficient to take radiographs within six months of first being authorized to take radiographs\*

*\*A dentist or dental hygienist may authorize a dental assistant who has completed the course and written exam requirements to perform radiographic procedures under the indirect supervision of a dentist, dental hygienist or dental assistant who holds an Oregon Radiologic Proficiency Certificate; the dental assistant must submit verification of proficiency within six months of first being authorized to perform radiography.*

### AND THEN

4. Apply to DANB for the Oregon Radiologic Proficiency Certificate.

## Pathway II

1. Be certified in radiography in another state that has training and certification requirements substantially similar to Oregon's requirements

### OR

Obtain verification from a licensed dentist of having been employed for at least 1,000 hours (outside the state of Oregon) in the past two years as a dental assistant taking radiographs

### AND THEN

2. Apply to DANB for the Oregon Radiologic Proficiency Certificate.

Inquiries regarding exams, certificates, eligibility requirements and applications should be addressed to DANB.

Inquiries regarding the state dental practice act should be addressed to: Oregon Board of Dentistry, 1500 SW 1st Ave., Ste. #770, Portland, OR 97201; 1-971-673-3200.

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# Application Statements

Please read the following Application Statements carefully. The Application Statements apply to all DANB-administered national and state-specific exams, certificate and certification renewal applications. The candidate's signature on the application indicates understanding and agreement to be legally bound by these statements.

1. I hereby apply to the Dental Assisting National Board, Inc. (DANB) for examination, a certificate and/or certification, in accordance with and subject to the procedures and policies of DANB and the regulations and requirements of any state agency on behalf of which DANB administers an exam or certificate program. Under penalty of perjury, I declare that the information provided on my application is true. I have read and agree to the requirements and conditions set forth in the DANB application packet, and the Candidate Handbook or State Candidate Handbook if applicable, covering eligibility for and the administration of exams, certificates, the certification process, and DANB policies, including but not limited to DANB's Code of Professional Conduct and DANB's Disciplinary Policy & Procedures. I agree to disqualification from the exam, to denial of an exam result, certificate or certification, and to forfeiture and return to DANB of any exam result, certificate granted me by DANB, in the event that any of the answers or statements made by me in this application are false, or in the event that I violate any DANB rules or policies. I agree to comply with any investigation in which I am named, and I authorize DANB to make whatever inquiries and investigations it deems necessary to verify my eligibility, credentials or professional standing.
2. I hereby release DANB, its directors, officers, examiners and agents from any and all liability arising out of or in connection with any action or omission by any of them in connection with this application, the certification process, any exam administered by DANB, any scoring relating thereto, the failure to issue me an exam result, certificate, or any demand for forfeiture or return of such exam result, certificate, and I agree to indemnify DANB and said persons and hold them harmless from any lawsuit, complaint, claim, loss, damage, cost or expense, including attorneys' fees, arising out of or in connection with said credentialing activities which include all DANB-administered exams and certificates. I UNDERSTAND THAT THE DECISION AS TO WHETHER I HAVE MET REQUIREMENTS FOR ADMISSION TO A DANB-ADMINISTERED EXAM OR RECEIPT OF A DANB-ADMINISTERED EXAM RESULT, CERTIFICATE OR CERTIFICATION RESTS SOLELY AND EXCLUSIVELY WITH DANB AND THAT THE DECISION OF DANB IS FINAL. Notwithstanding the above, should I file suit against DANB, I agree that any such action shall be governed by and construed under the laws of the State of Illinois without regard to conflicts of law. I further agree that any such action shall be brought in the Circuit Court of Cook County in the State of Illinois, or the United States District Court for the Northern District of Illinois; I consent to the jurisdiction of such state and federal courts; and I agree that the venue of such courts is proper. I further agree that should I not prevail in any such action, DANB shall be entitled to all costs, including reasonable attorneys' fees, incurred in connection with the litigation.
3. I understand that except as provided below, this application and any information or material received or generated by DANB in connection with this application or the exam process will be kept confidential and will not be released unless I have authorized such release or the release is required by law. I understand that DANB will verify receipt of any DANB exam application and the date received, on request. I further understand and agree that DANB may also provide verification to anyone by phone, by mail or on DANB's website regarding whether I hold any DANB certifications, any DANB certificates of knowledge-based competence and any state-specific certificates administered by DANB on behalf of a state regulatory body. Phone and mail verification will be provided to anyone upon request and will consist of oral or written confirmation of whether I hold any DANB-administered credentials and the effective dates for each credential. Online verification through DANB's website may consist of online display of my name, the DANB-administered credentials I hold and dates earned, current DANB certification status, and my city and state of residence. My full address will not be posted online by DANB. I further understand and agree that DANB may, from time to time, provide my name, address, phone number to third parties (including but not limited to official DANB affiliates, potential employers; dental conference sponsors; federal, national or state organizations; or legislative committees or task forces proposing or informing stakeholders of legislation). I further understand that this consent will remain in effect unless and until I submit a written request to have this information omitted from release. I understand that if I do not want DANB to display my city and state of residence as part of the online verification process, then I must submit a written request for omission of this information to the following address: DANB Communications Department, 444 N. Michigan Ave., Suite 900, Chicago, IL 60611. I understand that my name, credentials held [issued by DANB as described above] and current DANB certification status will be displayed for everyone; opting out of display of information is only possible for an individual's city and state.
4. I understand that by providing my email address on the application form, or by providing it through my online DANB account, I am consenting to receive email messages from DANB and its official affiliates related to their products and services or news affecting the oral healthcare profession. I understand that DANB agrees not to provide my email address to any other third party, excluding federal, national or state regulatory bodies, without my consent, and that I can request removal from DANB's email distribution list by following the directions contained in the Privacy Policy section of DANB's Terms and Conditions of Use of DANB.org, located at [www.danb.org](http://www.danb.org).
5. I authorize DANB to release my exam results and credential status to state regulatory agencies. Individuals cannot opt out of DANB release of exam results or credential status to state regulatory agencies. I also authorize DANB to use information from my application and exam(s) for statistical analysis, providing that any personal identification is deleted.
6. I understand that I can be disqualified from taking or continuing to sit for an exam, from receiving exam results or certificate and from obtaining certification if DANB determines through proctor observation, statistical analysis or any other means that I was engaged in collaborative, disruptive or other unacceptable behavior before, during the administration of, or following the exam.
7. I understand that the content of all DANB exams is proprietary and strictly confidential information. I hereby agree that I will not disclose, either directly or indirectly, any question or any part of any question from the exam to any person or entity. I understand that the unauthorized receipt, retention, possession, copying or disclosure of any DANB exam materials, including but not limited to the content of any exam question, before, during or after the exam may subject me to legal action. Such legal action may result in monetary damages and/or disciplinary action including rescinding exam results and denying or revoking certification. I agree to comply with any investigation regarding my behavior, acts or omissions, related to DANB exams, certificates and/or certifications.
8. I understand that for each application submitted, DANB will process the appropriate payment. If I fail to show up for an exam for which I have applied, and there is no documented DANB-accepted emergency, and I failed to comply with DANB cancellation policies, I am still obligated to pay the full exam fee. I further understand that taking the exam and then revoking payment constitutes the wrongful use of DANB products and services and I may be subjected to legal action. I am obligated to pay for the exam whether I pass or fail. I agree not to dispute the exam fee. Exam results will be rescinded if the exam fee is not paid in full.



# 2023 Oregon Radiologic Proficiency Certificate Application – Pathway I

This application will be accepted through Dec. 31, 2023.

Candidate must sign, date and submit all required documentation and nonrefundable certificate fee to DANB. **Incomplete applications will be denied.**

Required documents include:

- a. Proof of completion of OBD-approved radiology course
- b. Completed and signed Radiologic Proficiency Verification form (see page 5)

OR-RAD1 Certificate  
3884c10

Mail or email completed application and supporting documentation to DANB. Full payment is required at the time of application

## Section A: Signature and Date (Please sign and date with a pen.)

*I hereby affirm that my answers to all questions are true and correct, I have met all eligibility requirements, and I will comply with all DANB and OBD policies and procedures. I further affirm that I have read and understood the Application Statements contained in this packet, and I intend to be legally bound by them. I understand that the certificate fee is not refundable under any circumstances. I hereby apply in accordance with the rules and regulations governing the certificate. I hereby agree that prior or subsequent to issuance, the OBD or DANB may investigate my eligibility and may refuse to issue the certificate and such refusal may not and shall not be questioned by me in any court of law or other tribunal, nor shall I have any claim in the event of such refusal to a return of the certificate fee accompanying the application.*

Signature

Date

## Section B: Candidate Information (Please type or print with a pen.)

Last Four SSN     Date of Birth

Name (must match current ID exactly):

Last  First  Middle Name/Initial

Prior Name (if applicable)  Email (required)

Home Address  City  State   Zip

Phone Numbers (at least one is required):

Office  Home  Cell

## Section C: Eligibility Requirements (Enclose course completion documentation with your application)

CODA-Accredited Program Name

See <https://www.danb.org/en/The-Dental-Community/Dental-Assistants/Dental-Assisting-Programs/CODA-Accredited-Dental-Assisting-Programs.aspx>

Oregon Approved-Radiography Instructor/Course Code

See <https://www.oregon.gov/dentistry/Pages/dental-assistants.aspx> for a list of instructors approved by the Oregon Board of Dentistry

## Section D: Payment (Please type or print with a pen.)

Check/Money Order payable to DANB (must include candidate's name and be in U.S. dollars)

OR-CR Certificate  
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Credit Card Authorization (VISA, MasterCard, Discover & American Express accepted): Amount **\$50.00**

Credit Card Number           CVV    Expiration  /

Cardholder's Name

Cardholder's Billing Address  City

State   Zip      Daytime Phone Number

Cardholder's Signature

By signing, the cardholder acknowledges intent to apply for the certificate shown above in the amount of the total shown hereon and agrees to perform the obligations set forth in the cardholder's agreement with the issuer. (See the *Application Statements* for further requirements.)



# 2023 Radiologic Proficiency Verification Form

This form will be accepted through Dec. 31, 2023.

Must be filled out completely by dentist or dental hygienist licensed in the state of Oregon.

A dentist or dental hygienist may authorize a dental assistant who has completed the course and written exam requirements to perform radiographic procedures under the indirect supervision of a dentist, dental hygienist or dental assistant who holds an Oregon Radiologic Proficiency Certificate. The applicant for the Oregon Clinical Radiologic Proficiency Certificate must submit this form within six months of first being authorized by a licensed dentist or dental hygienist to expose radiographs.

## Section A: Dentist or Dental Hygienist's Information

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Licensed Dentist's or Hygienist's Name  Email (required)

License Number  Phone number

Dental Practice Address

City  State  Zip

## Section B: Work Experience

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A licensed dentist or dental hygienist, licensed in the state of Oregon (license will be verified by DANB staff), can assess the proficiency of a dental assistant to take radiographs in the state of Oregon.

Candidate's Name

By signing this form, I attest that the above-named candidate is proficient in taking radiographs.

Dentist/Dental Hygienist's Signature  Date

# Application Checklist

## Have you:

- Read the instructions and information in this application packet?
- Read and agreed to be bound by Oregon and DANB rules, regulations, policies and procedures as noted in this application packet? (See *Application Statements*, p. 3)
- Enclosed a completed certificate application, including:
  - Candidate Information section completed in its entirety?
  - Signature and date?
  - Proof of completion of a course of instruction in radiography?
  - Completed and signed Radiologic Proficiency Verification form
- Enclosed the certificate fee or provided credit card information?
- Made a copy of your entire application packet for your records?
- Addressed your envelope OR prepared your information to be emailed?

## Mail to:

Dental Assisting National Board, Inc. (DANB)  
444 N. Michigan Ave., Suite 900  
Chicago, IL 60611

## Email credit card payments only to:

financefax@danb.org

## If you have not:

- completed the application in full,
- enclosed, signed and dated your application,
- included required supporting documentation, and
- provided payment (check, money order, cashier's check) or payment information (credit card)

**your application will be considered incomplete and will not be processed.**

**Incomplete certificate applications will be denied, and the \$50 nonrefundable certificate fee will be retained by DANB.**