

**COMMUNITY HEALTH AIDE PROGRAM  
 CERTIFICATION BOARD  
 STANDARDS AND PROCEDURES  
 AMENDED January 25, 2018**

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## Chapter 1. General Provisions

### Article 10. Authority and Scope

**History:** June 18, 2008, the Title of Article 10 Chapter 1 was amended.

**Sec. 1.10.010. Authority.** The Community Health Aide Program Certification Board is established under the authority of the Act of November 2, 1921 (25 U.S.C. § 13, popularly known as the Snyder Act) pursuant to 25 U.S.C. § 16161 (Section 119 of Pub. L. 94-437), the Indian Health Care Improvement Act, as amended, including the permanent reauthorization and amendments in Section 10221 of the Patient Protection and Affordable Care Act, Pub. L. 111-148, which incorporated by reference, as amended by Section 10221, S. 1790 as reported by the Senate Committee on Indian Affairs in December 2009 and directives and circulars of the United States Department of Health and Human Services, Public Health Service, Indian Health Service, and Alaska Area Native Health Service.

**History:** January 13, 2011, Section 1.10.010 was amended. November 26, 2002, Section 1.10.010 was amended.

**Sec. 1.10.020. Scope.** The Community Health Aide Program Certification Board sets standards for the community health aide program and certifies individuals as community health aides and practitioners, dental health aides (including primary dental health aides, dental health aide hygienists, expanded function dental health aides, and dental health aide therapists), and behavioral health aides and practitioners. Each of these individuals is subject to specific requirements and engages in a specific scope of practice set forth in these *Standards*. For historical reasons, these various health aides are often referred to generically as “community health aides.”

**History:** June 18, 2008, Section 1.10.020 was added.

### Article 20. Definitions

**Sec. 1.20.010. Definitions.** In these *Standards and Procedures*

- (1) “ART” means atraumatic restorative treatment;
- (2) “Atraumatic restorative treatment” means a maximally preventive and minimally invasive approach to stop further progression of dental caries. It involves the removal of soft, completely demineralized carious tooth tissues with hand instruments, and is followed by restoration of the cavity with an adhesive dental material that simultaneously seals the remaining tooth structure that remains at risk;
- (3) “Behavioral health aide” means a behavioral health aide I, II, and III, except when the level is specified;
- (4) “Behavioral health professional” means a person who
  - (A) has at least a master’s degree in psychology, social work, counseling, marriage and family therapy, substance abuse or addiction, nursing with a psychiatric mental health specialty, or a related field; and
  - (B) satisfies the requirements of section 2.40.010(a)(2) [supervision of BHA/Ps; clinical oversight; qualifications];
- (5) “BHA” means behavioral health aide;
- (6) “BHAM” means the Behavioral Health Aide Manual, or its successor if approved by this Board;

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- 1 (7) “BHA/P” means behavioral health aide or behavioral health practitioner; “BHP”  
2 means behavioral health practitioner;
- 3 (8) “BLS” means Basic Life Support certification, which must include certification in  
4 cardiopulmonary resuscitation (“CPR”) techniques based upon training equivalent to that required for  
5 completion of a CPR course certified by the American Heart Association or American Red Cross;
- 6 (9) “Board” means the Community Health Aide Program Certification Board;
- 7 (10) “CHAM” means the *Alaska Community Health Aide/Practitioner Manual*, 2006  
8 Edition, as revised, or its successor if approved by this Board;
- 9 (11) “CHA/P” means community health aide or community health practitioner;
- 10 (12) “CHA/P Curriculum” means the *Community Health Aide Basic Training Curriculum*,  
11 1993, revised as of May, 1997, unless other revisions are adopted in which case “CHA/P Curriculum” will  
12 incorporate those revisions;
- 13 (13) “CHP” means community health practitioner;
- 14 (14) “Community health aide” means a community health aide I, II, III, and IV, except  
15 when the level is specified;
- 16 (15) “Contact hour” means no less than 50 minutes of instructional or clinical time,  
17 provided that
- 18 (A) a course, seminar, or workshop offered or approved by an organization from  
19 which educational or continuing education requirements may be obtained will be accepted for the number  
20 of continuing education credits designated by the organization offering it; and
- 21 (B) academic credit will be converted to contact hours, as follows:
- 22 (i) one semester academic credit equals 15 contact hours;
- 23 (ii) one quarter academic credit equals 10 contact hours;
- 24 (16) “Dental health aide” means primary dental health aides I and II, dental health aide  
25 hygienists, expanded function dental health aides I and II and dental health aide therapists, except as used  
26 in Article 30 of Chapter 2 regarding requirements for special classes of dental health aides;
- 27 (17) “Dental hygienist” means a person licensed as a dental hygienist in Alaska under AS  
28 08.32.010 or a dental hygienist in the employ of the federal government in the discharge of official duties  
29 who is a dental hygienist licensed in one of the states or territories of the United States;
- 30 (18) “Dentist” means a person licensed as a dentist in Alaska or a dentist in the employ of  
31 the federal government in the discharge of official duties who is licensed in one of the states or territories  
32 of the United States;
- 33 (19) “DHA” means dental health aide;
- 34 (20) “DHA Advanced Dental Procedures” means the curriculum set forth in section  
35 7.20.040 [DHA advanced dental procedures];
- 36 (21) “DHA Core Curriculum” means the curriculum set forth in section 7.20.010 [DHA  
37 core curriculum]; and
- 38 (22) [*Repealed October 3, 2006*]
- 39 (23) “DHA Curriculum” means a curriculum for training dental health aides approved by  
40 the Board pursuant to Article 20 [DHA curricula] of Chapter 7 [certification of DHA training and  
41 curriculum];
- 42 (24) “DHAH” means dental health aide hygienist;
- 43 (25) “DHAT” means dental health aide therapist;
- 44 (26) “EFDHA” means expanded function dental health aide;
- 45 (27) “eLearning” means formal instruction where students and instructors are separated by  
46 geography, time or both for the majority of the instructional period;
- 47 (28) “EMT” means Emergency Medical Technician;
- 48 (29) “ETT” means Emergency Trauma Technician;
- 49 (30) “ISDEAA” means the Indian Self-Determination and Education Assistance Act, Pub.  
50 L. 93-638, as amended, 25 U.S.C. § 450 et seq.;
- 51 (31) “Licensed behavioral health clinician” means a person who

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- 1 (A) (i) is a medical doctor who has completed a postgraduate residency or is  
2 Board certified in psychiatry;  
3 (ii) is a registered nurse who has completed a master’s degree with a  
4 psychiatric mental health specialty; or  
5 (iii) has completed either a doctorate or master’s degree in psychology, social  
6 work, counseling, marriage and family therapy, substance abuse or addiction, or a related field;  
7 (B) under which the person is authorized to diagnose disorders contained within the  
8 *Diagnostic and Statistical Manual of Mental Disorders*; and  
9 (C) is fully or provisionally licensed in the State of Alaska or is in the employ of the  
10 federal government and is fully or provisionally licensed in one of the states or territories of the United  
11 States; and  
12 (D) satisfies the requirements of section 2.40.010(a)(2) [supervision of BHA/Ps;  
13 clinical oversight; qualifications];  
14 (32) “PDHA” means primary dental health aide;  
15 (33) “Satisfactory performance” means the community health aide, community health  
16 practitioner, or dental health aide, behavioral health aide, or behavioral health practitioner can do the skill  
17 using the CHAM or other materials for reference without other assistance. “Satisfactory performance” is  
18 measured by having the community health aide or practitioner, or dental health aide, or behavioral health  
19 aide or practitioner demonstrate the skill with sufficient expertise to meet the standard of care in a daily  
20 work situation; and  
21 (34) “Session” means a course offered by a CHA/P Training Center providing a curriculum  
22 approved by the Board.  
23

24 **History:** January 17, 2014, Section 1.20.010(4)(A) and (6) were amended. October 29, 2013, Section  
25 1.20.010 was amended by adding (27). June 18, 2008, Section 1.20.010 was amended by adding new  
26 subsections (3)-(6), (12)-(14), and (28), renumbering all others and amending renumbered subsections  
27 (1), (15), (16), (17), and (30). October 3, 2006, Section 1.20.010(5) was amended, (22) was repealed,  
28 and (23) was added. October 8, 2003, Section 1.20.010(10) was amended. November 26, 2002, Section  
29 1.20.010 was amended by adding new subsections (1)-(3), (8)-(16) and 19; amending subsections (5),  
30 (7), (20) and (22); and renumbering all subsections.  
31

### **Article 30. Designation and Citation**

32  
33  
34 **Sec. 1.30.010. Designation and Citation.** The Standards and Procedures of the Board may be  
35 cited as “CB” followed by the number of the chapter, article, and section, separated by periods. For  
36 example, this chapter may be cited as “CB 1” or “chapter 1”; this article may be cited as “CB 1.30” or  
37 “article 30 of this chapter”; this section may be cited as “CB 1.30.010” or “section 1.30.010”. Except as  
38 otherwise indicated by the context, citations in accordance with this section include amendments and  
39 reenactments of the provisions cited.  
40

### **Article 40. Findings**

41  
42  
43 **History:** November 26, 2002, Article 40 was added.  
44

45 **Sec. 1.40.010. Findings.** The Community Health Aide Program Certification Board makes the  
46 following findings.  
47

- 48 (1) The community health aide program was established to provide for training of health  
49 aides and practitioners and to maintain a system in which the health aides can relate to other health  
50 professionals while providing health care, health promotion and disease prevention services in rural  
51 Alaska.  
52 (2) The community health aide program was authorized by Congress to promote the

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1 achievement of the health status objectives in the Indian Health Care Improvement Act in rural Alaska.  
2 These objectives are broad in scope and address virtually every aspect of health care, access, delivery, and  
3 status. Specialized training (medical, dental and behavioral health) and certification furthers those  
4 objectives by creating opportunities for community health aides to focus their training and practice on  
5 particular health issues and delivery strategies. Regardless of the specific title everyone certified under the  
6 community health aide program has the same basic responsibility: to improve health status among Alaska  
7 Natives living in rural Alaska.

8 (3) The need for the community health aide has not diminished – most villages in Alaska  
9 still have no health provider in the community other than a community health aide or community health  
10 practitioner. Although the infant mortality rate has diminished over the past 20 years, diabetes mellitus  
11 has increased by 110%, compared to 23% for the United States all races; the unintentional injury death  
12 rate of Alaska Natives is 4.5 times the rate for the United States; health status of rural Alaska Natives is  
13 closely related to low socio-economic status and 24% of Alaska Natives live below the poverty level  
14 compared to 13.1% for United States all races.

15 (4) The community health aide program has become a model for efficient and high quality  
16 health care delivery in rural Alaska providing approximately 300,000 patient encounters per year and  
17 responding to emergencies twenty-four hours a day, seven days a week.

18 (5) The existing community health aide program is over-taxed with persistently high rates  
19 of turnover among community health aides and practitioners.

20 (6) The curriculum for training community health aides and practitioners and the *CHAM*  
21 have always included dental care; however other demands on community health aides and practitioners  
22 have resulted largely in only emergency dental services to relieve immediate pain being available.

23 (7) Only 29% of Alaska Native children and even fewer adults have had access to dental  
24 care resulting in epidemic caries among children and loss of teeth among adults and elders.

25 (8) The Alaska Area Native Health Service, the Department of Health and Human  
26 Services, and tribal health organizations recognize the strong connection between dental health and  
27 physical health, including that caries is an infectious and contagious disease, which can result in pain,  
28 infection and diminishment of nutritional and digestive health.

29 (9) Shortages in the number of dentists nationally and in Alaska have resulted in high  
30 turnover among rural dentists (about 30%) and nearly a quarter of the dental positions in rural Alaska  
31 being unfilled resulting in available dental care in rural Alaska to being limited principally to only  
32 emergency services.

33 (10) This Board and the Alaska Area Native Health Service, together with Alaska tribal  
34 health organizations, have agreed that improvements in dental health among Alaska Natives requires  
35 health providers dedicated to dental preventive and acute care and that specialized training under the  
36 community health aide program of community health aides, who will be called dental health aides and  
37 who will limit their practice to dental care, is required to improve dental health status in rural Alaska.

38 (11) Approximately 58 percent of the Alaska Native population lives in small communities  
39 that have limited or no direct access to behavioral health services (Alaska Native Tribal Health  
40 Consortium, *2004 Rural Behavioral Health Needs Assessment Final Report*, p. 4).

41 (12) Staff turnover is a barrier to maintaining access to behavioral health services in  
42 villages (id., at p. 5).

43 (13) Despite improvements in the rate of deaths among Alaska Natives from many other  
44 causes, in the period 1980 to 1998, the rate of alcohol-related deaths increased (Alaska Area Native  
45 Health Service and Alaska Native Tribal Health Consortium, *Alaska Native Mortality 1980-1998*, June  
46 2001, p. 4).

47 (14) In the period 1996-1998, three of the five leading causes of Alaska Native deaths were  
48 related to behavioral health conditions; unintentional injuries for which the age-adjusted death rate of  
49 Alaska Natives was 101.5 compared to 30.1 U.S. all races, alcohol-related for which the age-adjusted  
50 death rate was 54.2 compared to 6.1, and suicide for which the same rate was 44.5 compared to 10.4 (id.,  
51 at p. 7).

1 (15) The Fetal Alcohol Syndrome “prevalence rate among Alaska Natives (4.8) is three and  
2 a half times that for All Alaskans (1.4) and at least seven times the high end of the national rate of .1 to  
3 .7” (Alaska Native Tribal Health Consortium, *Alaska Natives: Key Facts, August 2002*, p. 6).

4 (16) “The suicide attempt rate for Alaska Native males, ages 15-19, is 5.6 times (1565) that  
5 of Alaska males, ages 15-19 (275)...and for Alaska Native females, ages 15-19, is four times (3627) that  
6 of Alaska females, ages 15-19 (886)” (id., p. 5).

7 (17) “Alaska Native children represent 49 percent of the custody children sent to out-of-  
8 state placements....” (Alaska Department of Health and Social Services, Division of Behavioral Health,  
9 *Bring the Kids Home Annual Report*, December 2005). This constitutes a rate more than two times higher  
10 than their representation in the general population;

11 (18) The Healthy People 2020 objectives, broadly and deeply address behavioral health  
12 issues including injury and violence prevention, mental health, quality of life and well-being, social  
13 determinants of health, substance abuse and tobacco, along with behavioral health considerations for each  
14 stage of life.

15 (19) This Board and the Alaska Area Native Health Service, together with Alaska tribal  
16 health organizations, have agreed that improvements in behavioral health among Alaska Natives requires  
17 village-based health providers dedicated to behavioral health prevention and treatment and that  
18 specialized training under the community health aide program of community health aides, who will be  
19 called behavioral health aides and practitioners and who will limit their practice to behavioral health, is  
20 required to improve behavioral health status in rural Alaska.

21  
22 **History:** October 17, 2014, Section 1.40.010 was amended for renumbering of paragraphs (16)-(20) to  
23 (15)-(19). October 12, 2011, Section 1.40.010 paragraphs (2) and (19) were amended. January 13, 2011,  
24 Section 1.40.010 paragraph (2) was amended. June 18, 2008, in Section 1.40.010 the introduction and  
25 paragraphs (2) and (5) were amended and paragraphs (11)-(20) were added.  
26  
27

28  
29 **Chapter 2.**  
30 **Certification of Community Health Aides, Community Health Practitioners,**  
31 **Dental Health Aides,**  
32 **Behavioral Health Aides and Behavioral Health Practitioners**

33 **History:** June 18, 2008, the Title of Chapter 2 was amended. November 26, 2002, the Title of Chapter 2  
34 was amended.  
35

36 **Article 10. Initial Qualifications**

37  
38 **Sec. 2.10.010. Initial Qualifications.**

39  
40 **(a) General Requirements.** The Board shall issue a community health aide, community health  
41 practitioner, dental health aide, behavioral health aide, or behavioral health practitioner certificate to a  
42 person who

- 43 (1) applies on forms provided by the Board;  
44 (2) pays the application fees required;  
45 (3) furnishes evidence satisfactory to the Board that the person has not engaged in conduct  
46 that is a ground for imposing disciplinary sanctions under Chapter 4; and  
47 (4) [*Repealed October 23, 1998*]  
48 (5) furnishes evidence satisfactory to the Board that the person has completed the training  
49 and education requirements for the highest level of certification being sought, as follows:

50 (A) for a community health aide or practitioner the requirements are those under  
51 section 2.20.100 [CHA I training & education requirements], 2.20.200 [CHA II training & education

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1 requirements], 2.20.300 [CHA III training & education requirements], 2.20.400 [CHA IV training &  
2 education requirements] or 2.20.500 [CHP training & education requirements];

3 (B) for a dental health aide the requirements are those under section 2.30.100  
4 [PDHA I training & education requirements], 2.30.200 [PDHA II training & education requirements],  
5 2.30.220(c) [training, education & preceptorship], 2.30.230(c) [dental prophylaxis requirements; training  
6 & education] and (d) [preceptorship], 2.30.240(c) [dental radiology requirements; training, education &  
7 preceptorship], 2.30.250(c) [dental assistant function requirements; training, education & preceptorship],  
8 2.30.260(c) [ART requirements; training & education] and (d) [preceptorship], 2.30.300 [DHAH training  
9 & education requirements], 2.30.400 [EFDHA I supervision, training and education requirements],  
10 2.30.500 [EFDHA II training & education requirements], 2.30.550(c) [stainless steel crown placement  
11 requirements; training & education] and (d) [preceptorship] and 2.30.600 [DHAT training & education  
12 requirements];

13 (C) for a behavioral health aide or practitioner the requirements are those under  
14 sections 2.40.100 [BHA I training, practicum, and experience requirements], 2.40.200 [BHA II training,  
15 practicum, and experience requirements], 2.40.300 [BHA III training, practicum, and experience  
16 requirements] or 2.40.400 [BHP training, practicum, and experience requirements];

17 (6) furnishes evidence satisfactory to the Board that at the time of consideration of the  
18 application the person is employed by the Indian Health Service or a tribe or tribal health program  
19 operating a community health aide program in Alaska under the ISDEAA;

20 (7) furnishes evidence satisfactory to the Board that the person will practice as a  
21 community health aide, community health practitioner, dental health aide, or behavioral health aide or  
22 practitioner only when employed by the Indian Health Service or a tribe or tribal health program  
23 operating a community health aide program in Alaska under the ISDEAA;

24 (8) furnishes evidence satisfactory to the Board that the person will practice as a  
25 community health aide, community health practitioner, dental health aide, behavioral health aide, or  
26 behavioral health practitioner only within the scope of practice, certifications granted to the person as  
27 specified in subparagraphs (A), (B) and (C) of this paragraph, except as required to satisfy the conditions  
28 for achieving the next level of certification or when practice would be permitted under section  
29 4.10.010(i)(2) [grounds for discipline; (un)professional conduct; duties & responsibilities];

30 (A) for a community health aide or community health practitioner the scopes of  
31 practice are defined in sections 2.20.110 [CHA I competencies], 2.20.210 [CHA II competencies],  
32 2.20.310 [CHA III competencies], 2.20.410 [CHA IV competencies] and 2.20.510 [CHP competencies],

33 (B) for a dental health aide the scopes of practice are defined in sections 2.30.110(b)  
34 [PDHA I competencies], 2.30.210(b) [PDHA II supervision & competencies; competencies], 2.30.220(d)  
35 [sealant requirements; competencies], 2.30.230(e) [dental prophylaxis requirements; competencies],  
36 2.30.240(d) [dental radiology requirements; competencies], 2.30.250(d) [dental assistant function  
37 requirements; competencies], 2.30.260(e) [ART requirements; competencies], 2.30.310(b) [DHAH  
38 supervision & competencies; competencies], 2.30.410(b) [EFDHA I supervision & competencies;  
39 competencies], 2.30.510(b) [EFDHA II supervision & competencies; competencies], 2.30.550(e)  
40 [stainless steel crown placement requirements; competencies], and 2.30.610(b) [DHAT supervision &  
41 competencies; competencies]; and

42 (C) for a behavioral health aide or behavioral health practitioner the scopes of  
43 practice are defined in sections 2.40.500(b) [BHA/P knowledge, skills, & scope of practice; scope of  
44 practice];

45 (9) furnishes evidence satisfactory to the Board that

46 (A) the person will practice only under supervision and day-to-day direction of  
47 individuals who are:

48 (i) familiar with the community health aide program, these *Standards*, and  
49 the CHAM; and



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1 (ii) employed by the federal government or employed by or under contract  
2 with a tribal health program operating a community health aide program in Alaska under the ISDEAA;  
3 and

4 (B) provided; that

5 (i) a community health aide, or community health practitioner may practice  
6 only under the medical supervision of a licensed physician; and

7 (ii) as a dental health aide may practice only under the direct, indirect or  
8 general supervision required under article 30 [standards for DHAs] of this Chapter [certification of CHAs,  
9 CHPs, DHAs, BHAs, & BHPs]; and

10 (iii) a behavioral health aide or behavioral health practitioner may practice  
11 only under the direct, indirect, or general supervision required under section 2.40.010 [supervision of  
12 BHA/Ps]; and

13 (C) notwithstanding the requirements under paragraphs (9)(B), other physicians,  
14 dentists, mid-level providers, licensed behavioral health clinicians, and behavioral health professionals  
15 may direct the day-to-day activities of a community health aide, community health practitioner; dental  
16 health aide, behavioral health aide, or behavioral health practitioner, as appropriate; and

17 (10) furnishes evidence satisfactory to the Board that the person meets continuing education  
18 requirements as defined in Chapter 3, as applicable.

19  
20 **(b) Special Conditions.**

21 **(1) Pre-Certification Board CHA/Ps.** An applicant who was a community health aide or  
22 community health practitioner prior to the formation of the CHAP Certification Board and who seeks  
23 initial certification by the Certification Board after January 1, 2003, must provide evidence satisfactory to  
24 the Board that he or she

25 (A) meets all the requirements for initial certification by this Board and;

26 (B) in the two-year period preceding the application for initial certification by this  
27 Board has met the requirements for continuing education set forth in section 3.10.010 [CHA/P continuing  
28 education requirements].

29  
30 **(2) Behavioral Health Aide's or Practitioner's Prior Practice.** A person who applies for  
31 certification as a behavioral health aide or behavioral health practitioner within 24 months after June 18,  
32 2009, may be certified as a behavioral health aide or behavioral health practitioner without having met all  
33 of the applicable requirements of section 2.40.100 [BHA I training, practicum, and experience  
34 requirements], 2.40.200 [BHA II training, practicum, and experience requirements], 2.40.300 [BHA III  
35 training, practicum, and experience requirements], or 2.40.400 [BHP training, practicum, and experience  
36 requirements], provided the applicant provides evidence satisfactory to the Board that he or she

37 (A) meets the general requirements under section 2.10.010(a)(1), (2), (3), (6), (7),  
38 (8) and (9) [initial qualifications; general requirements];

39 (B) within 24 months prior to applying for certification under this section, has  
40 completed no fewer than 48 contact hours of training, education or continuing education, which may  
41 include training intended for qualification at the next behavioral health aide or practitioner level, but must  
42 include:

43 (i) a general orientation equivalent to that described in section 8.20.050  
44 [general orientation] and an orientation to village-based behavioral health services that equivalent to that  
45 described in section 8.20.100 [orientation to village-based behavioral health services]; and

46 (ii) no fewer than 4 contact hours each in ethics and consent and in  
47 confidentiality and privacy;

48 (C) demonstrates the knowledge and performance required of an individual seeking  
49 certification at the level for which certification is sought as described in section 2.40.500 [BHA/P  
50 knowledge, skills, and scope of practice];

51 (D) has related work experience

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- 1 (i) equivalent to no less than 20 hours a week for a period no less than  
2 (I) 18 months within the 5 years prior to application if applying for  
3 certification as a behavioral health aide I;  
4 (II) 24 months within the 5 years prior to application if applying for  
5 certification as a behavioral health aide II;  
6 (III) 36 months within the 6 years prior to application if applying for  
7 certification as a behavioral health aide III;  
8 (IV) 48 months within the 7 years prior to application if applying for  
9 certification as a behavioral health practitioner;  
10 (V) provided the minimum hours of work, period of work experience and  
11 the period in which it must have occurred prior to application set forth in subparagraphs (I), (II), (III), or  
12 (IV) of this paragraph (D) may be waived upon review and recommendation of the Behavioral Health  
13 Academic Review Committee based on a finding of exceptional circumstances; and  
14 (ii) that includes village-based behavioral health services and a range of the  
15 activities a person certified at the level of certification being sought by the applicant is expected to  
16 perform;  
17 (E) provides a statement from a licensed behavioral health clinician or behavioral  
18 health professional attesting that the applicant has the knowledge and skills required under section  
19 2.40.500 [BHA/P knowledge, skills, and scope of practice];  
20 (F) provides two letters of positive reference from supervisors or others with whom  
21 the applicant has worked within the two-year period prior to application;  
22 (G) has demonstrated the ability to provide culturally competent services in a village  
23 setting; and  
24 (H) has completed the examination as provided for in section 2.40.030 [BHA/P trial  
25 examination].  
26

27 **(3) Delayed Application.** An applicant for certification as a community health aide,  
28 community health practitioner, dental health aide, behavioral health aide or behavioral health practitioner  
29 who obtained the required training more than two years prior to submitting an application for certification,  
30 must provide evidence satisfactory to the Board that he or she

- 31 (A) meets all the requirements for initial certification by this Board; and  
32 (B) in the two-year period preceding the application for initial certification by this  
33 Board has met the applicable requirements for continuing education set forth in chapter 3 section.  
34

35 **History:** October 30, 2014, Section 2.10.010(a)(5)(B) and (a)(8)(B) were amended. January 17, 2014,  
36 Section 2.10.010(b)(2) was amended. June 8, 2010, Section 2.10.010(b)(2) was amended. June 18, 2008,  
37 Section 2.10.010(a), (a)(5)(C), (a)(7), (a)(8), (a)(9), (a)(10), (b)(3), and (b)(3)(B) were amended and  
38 (a)(8)(C) and (b)(2) were added. October 3, 2006, Section 2.10.010(a)(6), (7), and (9)(B) was amended.  
39 October 8, 2003, Sections 2.10.010(a)(5)(B) and (a)(8)(B) were amended. November 26, 2002, Section  
40 2.10.010(a), (a)(5), (a)(7), (a)(8), (a)(9) and (a)(10) were amended and subparagraphs (a)(5)(A) and (B)  
41 and (a)(8)(A) and (B), and subsection (b) were added. June 12, 2002, Section 2.10.010 by adding  
42 paragraph (10). October 23, 1998, Section 2.10.010(4) was amended.  
43

44 **Sec. 2.10.015. Certifications as CHA/P, DHA, and BHA/P.** A person who meets all of the  
45 applicable requirements of these *Standards* may be certified as a community health aide or community  
46 health practitioner, as a dental health aide, and as a behavioral health aide or behavioral health  
47 practitioner. *Also see* section 2.30.030 [multiple certifications].  
48

49 **History:** June 18, 2008, Section 2.10.015 was amended. November 26, 2002, Section 2.10.015 was  
50 added.  
51

52 **Sec. 2.10.020. Surrender of a Certificate.** A person certified under articles 20 [standards for  
53 CHA/Ps], 30 [standards for DHAs], or 40 [standards for BHA/Ps] of this chapter shall surrender the

1 certificate to his or her employer or send the certificate to the Board if, at any time during the period in  
2 which it would otherwise be in effect, the person no longer meets any requirement of initial certification  
3 under section 2.10.010 [initial qualifications] except subsection 2.10.010(a)(6) [initial requirements;  
4 general requirements; (employment)].

5  
6 **History:** November 26, 2002, Section 2.10.020 was amended.  
7

## 8 **Article 20.**

### 9 **Standards for Community Health Aides and Community Health Practitioners**

10  
11 **History:** November 26, 2002, the title of Article 20 of Chapter 2 was amended.  
12

13 **Sec. 2.20.100. Community Health Aide I Training and Education Requirements.** A person  
14 meets the training and education requirements to be a certified community health aide I upon successful  
15 completion of

16 (a) a Pre-session, or its equivalent, unless waived under section 5.10.040 [trainees selection  
17 process] by the CHA/P Training Center prior to admission to the Session I training course required under  
18 section 2.20.100(c) [CHA I training & education requirements; (session I training course)];

19 (b) an EMT or ETT training course approved by the State of Alaska, or its equivalent as  
20 determined by the Board;

21 (c) Session I training course provided by a CHA/P Training Center; and

22 (d) approved field work after completion of Session I, including

23 (1) a minimum of 20 patient encounters;

24 (2) Post Session Learning Needs (PSLN), which identifies individual learning needs in  
25 performing essential skills; and

26 (3) Post Session Practice Checklist, which identifies the skills to be taught.  
27

28 **History:** June 19, 2008, Section 2.20.100(b) was amended. June 18, 2008, Section 2.20.100(b)(1), (b)(2) and  
29 (b)(4) were amended.  
30

31 **Sec. 2.20.110. Community Health Aide I Competencies.** A certified community health aide I  
32 must successfully demonstrate and maintain

33 (a) an understanding of the topics addressed in the CHA/P Curriculum for Session I, which  
34 generally include problem-specific complaints (acute care) for adults and children of the following body  
35 systems:

36 (1) eye,

37 (2) ear,

38 (3) respiratory,

39 (4) digestive,

40 (5) skin;

41 (b) competency in the following subjects to the level of performance required after meeting the  
42 requirements of section 2.20.100 [CHA I training & education requirements]:

43 (1) role of the community health aides and practitioners, dental health aides, and behavioral  
44 health aides and practitioners in the village;

45 (2) community health aide's and practitioner's general scope of work;

46 (3) medical ethics, including patient confidentiality and patient rights;

47 (4) community health aide's and practitioner's medical-legal coverage;

48 (5) State of Alaska reporting requirements;

49 (6) consent for treatment issues;

50 (7) introductory interviewing skills;

51 (8) general health/wellness and disease processes;

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- 1 (9) infection and communicable diseases;
- 2 (10) introductory anatomy and function of the human body;
- 3 (11) introductory medical vocabulary/abbreviations;
- 4 (12) importance of thorough documentation of patient encounter;
- 5 (13) introductory mental health issues, including suicide and other emergencies;
- 6 (14) introductory pharmacology, including identification and treatment of severe allergic
- 7 reactions; and
- 8 (15) [RESERVED]
- 9 (16) emergency care (to supplement ETT or EMT training), including facial trauma, altered
- 10 level of consciousness, potentially serious chest pain, acute orthopedic injuries, burns, hypothermia,
- 11 poisoning, and uncomplicated emergency delivery; and
- 12 (c) satisfactory performance of the following skills:
- 13 (1) use of the CHAM;
- 14 (2) problem-specific history taking;
- 15 (3) physical examinations of:
- 16 (A) vital signs of infant:
- 17 (i) pulse,
- 18 (ii) respiration,
- 19 (iii) rectal temperature,
- 20 (iv) length,
- 21 (v) weight,
- 22 (vi) head circumference;
- 23 (B) vital signs of child and adult:
- 24 (i) radial pulse,
- 25 (ii) apical pulse,
- 26 (iii) respirations,
- 27 (iv) oral temperature,
- 28 (v) blood pressure,
- 29 (vi) height,
- 30 (vii) weight,
- 31 (viii) orthostatic vital signs;
- 32 (C) systems:
- 33 (i) general appearance,
- 34 (ii) ear,
- 35 (iii) eye, including Snellen,
- 36 (iv) nose,
- 37 (v) throat,
- 38 (vi) neck, including nodes,
- 39 (vii) lungs,
- 40 (viii) heart,
- 41 (ix) abdomen,
- 42 (x) skin; and
- 43 (D) sick child;
- 44 (4) performance and interpretation of the following lab tests:
- 45 (A) blood glucose,
- 46 (B) hemoglobin,
- 47 (C) rapid strep,
- 48 (D) urine dipstick;
- 49 (5) performance only of the following lab tests:
- 50 (A) finger stick,
- 51 (B) centrifuge/separate blood,

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- 1 (C) adult clean catch urine specimen,  
2 (D) throat culture;  
3 (6) assessment, including:  
4 (A) use of the CHAM,  
5 (B) use of assessment lists,  
6 (C) use of assessment charts,  
7 (D) listing multiple assessments,  
8 (E) plan for each assessment;  
9 (7) medicines:  
10 (A) dose calculations,  
11 (B) reconstitution: oral,  
12 (C) parenteral,  
13 (D) label reading and making,  
14 (E) drops for eye and ear;  
15 (F) injections:  
16 (i) intramuscular hip,  
17 (ii) intramuscular infant thigh,  
18 (iii) subcutaneous;  
19 (G) inhaler/spacer,  
20 (H) nebulizer,  
21 (I) rectal suppositories,  
22 (J) transdermal;  
23 (8) patient education, including:  
24 (A) explaining assessment,  
25 (B) use of patient education sections,  
26 (C) use of patient education handouts,  
27 (D) *CHAM Medicine Handbook* for medicine instructions;  
28 (9) the following treatments and procedures:  
29 (A) ear:  
30 (i) irrigation,  
31 (ii) suction,  
32 (iii) remove foreign body,  
33 (iv) curette outer canal;  
34 (B) eye:  
35 (i) irrigation,  
36 (ii) fluorescein stain,  
37 (iii) eyelid eversion;  
38 (iv) small foreign body removal,  
39 (v) eye patches,  
40 (C) orthopedics:  
41 (i) elastic bandage,  
42 (ii) hot/cold packs,  
43 (iii) splinting,  
44 (D) other:  
45 (i) oxygen,  
46 (ii) oral suction;  
47 (E) prevention:  
48 (i) hand washing,  
49 (ii) clean/sterile technique,  
50 (iii) universal or standard precautions;  
51 (iv) mailing hazardous substances;

- (F) reporting; and
- (G) recording.

**History:** October 3, 2006, Section 2.20.110(c)(8)(D) was amended. June 24, 2004, Section 2.20.110(b)(15) was deleted. October 8, 2003, the numbering of Section 2.20.110(c)(9)(D)(ii) was corrected. November 26, 2002, Section 2.10.110(a), (c)(1), and (c)(6)(A) were amended.

**Sec. 2.20.120. Scope of Practice Prior to Certification as Community Health Aide I.**

**(a) Minimum Requirements.** A person who satisfies the requirements of subsection 2.20.120(b) [scope of practice prior to certification as CHA I] may perform services of a certified community health aide I prior to being certified under section 2.10.010 [initial qualifications] and 2.20.100 [CHA I training & education requirements], provided the person is actively engaged in the process of meeting the requirements under section 2.20.100 [CHA I training & education requirements] through 2.20.110 [CHA I competencies] to become certified as a community health aide I; and

A person who satisfies the requirements of subsection 2.20.120(b) [scope of practice prior to certification as CHA I] who has submitted an application for certification as a community health aide I may begin training to become certified as a community health aide II and perform services necessary to satisfy the requirements of subsection 2.20.200(4) [CHA II training & education requirements; (field work)] pending action on the community health aide I application.

**(b) Employment.** To be eligible to perform services under subsection 2.20.120(a) [scope of practice prior to certification as CHA I], the person must

- (1) be employed by the Indian Health Service or a tribe or tribal health program operating a community health aide program in Alaska under the ISDEAA;
- (2) provide only those services for which the person has been trained and has demonstrated successful performance; and
- (3) practice as a community health aide only in compliance with the requirements in section 2.10.010(a)(9) [initial requirements; general requirements (supervision & day-to-day direction)].

**History:** October 30, 2014, Section 2.20.120 was amended. June 18, 2008, Section 2.20.120(b)(3) was amended. October 3, 2006, Section 2.20.120(b)(1) was amended. November 26, 2002, Section 2.20.120(b)(3) was amended.

**Sec. 2.20.200. Community Health Aide II Training and Education Requirements.** A person meets the training and education requirements to be a certified community health aide II upon successful completion of

- (1) all requirements under sections 2.20.100 [CHA I training & education requirements] through 2.20.110 [CHA I competencies];
- (2) current ETT or EMT certification or its equivalent, as determined by the Board;
- (3) Session II training course provided by a CHA/P Training Center; and
- (4) 200 hours of approved field work after completion of Session II, including:
  - (A) a minimum of 60 patient encounters;
  - (B) Post Session Learning Needs (PSLN), which identifies individual learning needs in performing essential skills; and
  - (C) Post Session Practice Checklist, which identifies the skills to be taught.

**History:** June 19, 2008, Section 2.20.200(2) was amended.

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1           **Sec. 2.20.210. Community Health Aide II Competencies.** In addition to meeting the  
2 requirements of section 2.20.110 [CHA I competencies], a certified community health aide II must  
3 successfully demonstrate and maintain:

4           (a) understanding of the topics addressed in the CHA/P Curriculum for Session II, which  
5 generally includes problem-specific complaints (acute care) for adults and children of the following body  
6 systems:

- 7                   (1) dental,
- 8                   (2) ear,
- 9                   (3) respiratory,
- 10                  (4) circulatory,
- 11                  (5) digestive,
- 12                  (6) urinary,
- 13                  (7) male reproductive,
- 14                  (8) female reproductive,
- 15                  (9) musculoskeletal,
- 16                  (10) nervous,
- 17                  (11) endocrine,
- 18                  (12) skin;

19           (b) competency in the following subjects to the level of performance required after meeting the  
20 requirements of section 2.20.200 [CHA II training & education requirements]:

- 21                   (1) dental health and prevention;
- 22                   (2) mental health issues, including self-help, mental illness and mental health emergencies,  
23 mental health promotion for patients and families, substance abuse and dependency, and grief, loss, dying  
24 and death;
- 25                   (3) management of medicines in the village;
- 26                   (4) introduction to tuberculosis disease;
- 27                   (5) introduction to sexually transmitted diseases and sexually transmitted disease issues;
- 28                   (6) HIV disease and issues;
- 29                   (7) emergency care review, including medical evacuation;

30           (c) satisfactory performance of the following skills:

- 31                   (1) physical examinations of
  - 32                           (A) the following systems:
    - 33                                   (i) heart,
    - 34                                   (ii) back/costal vertebral angle (CVA),
    - 35                                   (iii) genitals:
      - 36   (I) male,
      - 37   (II) female: external/cervical motion;
    - 38                                   (iv) external anus,
    - 39                                   (v) extremities,
    - 40                                   (vi) musculoskeletal,
    - 41                                   (vii) nervous system,
    - 42                                   (viii) mental status;
  - 43                           (B) adults;
- 44                   (2) performance and interpretation of the following lab tests:
  - 45                           (A) purified protein derivative (PPD);
  - 46                           (B) fecal occult blood;
- 47                   (3) perform the following lab tests:
  - 48                           (A) venipuncture for blood tests;
  - 49                           (B) clean catch urine specimen;
  - 50                           (C) infant (bag);
  - 51                           (D) urine culture;

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- 1 (E) stool for ova and parasites;
- 2 (4) topical medicines;
- 3 (5) the following treatments and procedures:
- 4 (A) wound:
- 5 (i) irrigation,
- 6 (ii) closure strips,
- 7 (iii) suture,
- 8 (iv) suture removal;
- 9 (B) orthopedics:
- 10 (i) crutch fit/walk,
- 11 (ii) plaster splinting;
- 12 (C) intravenous therapy;
- 13 (D) dental prevention:
- 14 (i) tooth brushing,
- 15 (ii) flossing,
- 16 (iii) disclosing tablets,
- 17 (iv) fluoride application.
- 18 (v) [Reserved]
- 19

20 **History:** June 11, 2015, Section 2.20.210(c)(5)(D)(iv) and (v) were amended. June 18, 2008, Section  
21 2.20.210(b)(4) was amended to correct a capitalization error. November 26, 2002, Section 2.20.210(a)  
22 and (c)(2) were amended.  
23

24 **Sec. 2.20.300. Community Health Aide III Training and Education Requirements.** A person  
25 meets the training and education requirements to be a certified community health aide III upon successful  
26 completion of

- 27 (1) all requirements under sections 2.20.100 [CHA I training & education requirements]
- 28 through 2.20.210 [CHA II competencies];
- 29 (2) Session III training course provided by a CHA/P Training Center; and
- 30 (3) 200 hours of approved field work after completion of Session III, including:
- 31 (A) a minimum of 60 patient encounters;
- 32 (B) Post Session Learning Needs (PSLN) which identifies individual learning needs
- 33 in performing essential skills; and
- 34 (C) Post Session Practice Checklist which identifies the skills to be taught.
- 35

36 **Sec. 2.20.310. Community Health Aide III Competencies.** In addition to meeting the  
37 requirements of sections 2.20.110 [CHA I competencies] and 2.20.210 [CHA II competencies], a certified  
38 community health aide III must successfully demonstrate and maintain

39 (a) an understanding of the topics addressed in the CHA/P Curriculum for Session III, which  
40 generally include:

- 41 (1) male reproductive health;
- 42 (2) female reproductive health;
- 43 (3) adolescent health;
- 44 (4) well child care;
- 45 (5) sick child care;
- 46 (6) newborn care; and
- 47 (7) problem-specific complaints (acute care) of the following body systems:
- 48 (A) male reproductive;
- 49 (B) female reproductive;
- 50 (C) breast;



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1 (b) competency in the following subjects to the level of performance required after meeting the  
2 requirements of section 2.20.300 [CHA III training & education requirements]:

- 3 (1) women's reproductive health issues;
- 4 (2) men's reproductive health issues;
- 5 (3) family planning issues;
- 6 (4) prenatal care;
- 7 (5) mental health issues, including substance abuse during pregnancy, family problems,  
8 domestic violence, sexual abuse and rape;
- 9 (6) fetal alcohol syndrome;
- 10 (7) labor and delivery, including the importance of avoiding village deliveries;
- 11 (8) post-partum issues;
- 12 (9) newborn care issues;
- 13 (10) well child care issues;
- 14 (11) adolescent health care issues;
- 15 (12) immunization issues;
- 16 (13) [RESERVED]
- 17 (14) nutrition; and
- 18 (15) [RESERVED]
- 19 (16) emergency care review, emphasizing infants, children, and special considerations for  
20 pregnant patients;

21 (c) satisfactory performance of the following skills:

- 22 (1) history taking:
  - 23 (A) initial prenatal visit;
  - 24 (B) prenatal revisit;
  - 25 (C) well child;
- 26 (2) physical examination of:
  - 27 (A) breast system;
  - 28 (B) prenatal revisit;
  - 29 (C) well child;
- 30 (3) performance and interpretation of urine pregnancy lab test;
- 31 (4) performance only of the following lab tests:
  - 32 (A) phenylketonuria (PKU);
  - 33 (B) urethral swab;
- 34 (5) medicines:
  - 35 (A) vaginal suppository/creams; and
  - 36 (B) immunizations.

37  
38 **History:** June 24, 2004, Section 2.20.310(b)(13) and (b)(15) were deleted. November 26, 2002, Section  
39 2.20.310(a) was amended.

40  
41 **Sec. 2.20.400. Community Health Aide IV Training and Education Requirements.** A person  
42 meets the training and education requirements to be a certified community health aide IV upon successful  
43 completion of

- 44 (1) all requirements under sections 2.20.100 [CHA I training & education requirements]  
45 through .310;
- 46 (2) Session IV training course provided by a CHA/P Training Center; and
- 47 (3) 200 hours of approved field work after completion of Session IV, including
  - 48 (A) a minimum of 60 patient encounters;
  - 49 (B) Post Session Learning Needs, which identifies individual learning needs in  
50 performing essential skills; and
  - 51 (C) Post Session Practice Checklist, which identifies the skills to be taught.

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1           **Sec. 2.20.410. Community Health Aide IV Competencies.** In addition to meeting the  
2 requirements of sections 2.20.110 [CHA I competencies], 2.20.210 [CHA II competencies], and 2.20.310  
3 [CHA III competencies]; a certified community health aide IV must successfully demonstrate and  
4 maintain

5           (a) an understanding of the topics addressed in the CHA/P Curriculum for Session IV, which  
6 generally include long-term care complaints (chronic care) of the following body systems:

- 7           (1) eye,
- 8           (2) ear,
- 9           (3) respiratory,
- 10           (4) circulatory,
- 11           (5) digestive,
- 12           (6) musculoskeletal,
- 13           (7) nervous,
- 14           (8) endocrine,
- 15           (9) skin;

16           (b) competency in the following subjects to the level of performance required after meeting the  
17 requirements of section 2.20.400 [CHA IV training & education requirements]:

- 18           (1) management of tuberculosis in the village;
- 19           (2) introductory environmental health issues, including food/water borne disease, rabies,  
20 and injury prevention;
- 21           (3) chronic disease;
- 22           (4) introductory cancer issues;
- 23           (5) pharmacology;
- 24           (6) clinic management;
- 25           (7) emergency care review;
- 26           (8) adult surveillance;
- 27           (9) introduction to smoking cessation training;

28           (c) satisfactory performance of the following skills:

- 29           (1) complete history taking;
- 30           (2) the following treatments and procedures:
  - 31           (A) [RESERVED]
  - 32           (B) postural drainage.

33           **History:** June 18, 2008, Section 2.20.410(b)(2) was amended to correct a capitalization error. June 24,  
34 2004, Section 2.20.410(b)(8) and (b)(9) were added and (c)(2)(A) was deleted. November 26, 2002,  
35 Section 2.20.410(a) was amended.  
36  
37

38           **Sec. 2.20.500. Community Health Practitioner Training and Education Requirements.** A  
39 person meets the training and education requirements to be a certified community health practitioner upon  
40 successful completion of

41           (1) all requirements under sections 2.20.100 [CHA I training & education requirements]  
42 through 2.20.410 [CHA IV competencies];

- 43           (2) an approved preceptorship, including:
  - 44           (A) at least 30 hours of supervised direct patient care experience;
  - 45           (B) a minimum of 15 patient encounters as primary provider;
  - 46           (C) the Preceptorship Critical Skills List;

47           (3) both sections of the statewide written Alaska Community Health Aide/Practitioner  
48 Program Credentialing Exam with a score of 80 percent or higher on each section;

49           (4) the statewide Medical Math Exam with a score of 100 percent; and  
50           (5) an evaluation of the applicants clinical performance and judgment by the applicant's  
51 direct supervisor or other approved evaluator.

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**History:** January 22, 2015, Section 2.20.500 was amended. June 18, 2008, Section 2.20.500(3) was amended to correct the title of the examination. November 26, 2002, Section 2.20.500(3) was amended.

**Sec. 2.20.510. Community Health Practitioner Competencies.** A community health practitioner must successfully demonstrate and maintain the ability to meet all of the requirements of sections 2.20.110 [CHA I competencies], 2.20.210 [CHA II competencies], 2.20.310 [CHA III competencies], and 2.20.410 [CHA IV competencies].

**Sec. 2.20.600. Certification by Credentials.** The Board may waive one or more of the requirements of sections 2.20.100 [CHA I training & education requirements] through 2.20.510 [CHP competencies] for a person who provides evidence satisfactory to the Board that the person has health care training, education and experience at least equivalent in scope, quality, and difficulty to those imposed under these sections, provided the applicant demonstrates to the satisfaction of the Board that the applicant is adequately familiar with the CHA/P program and will limit his or her practice to the scope of practice of a community health aide or community health practitioner operating under the community health aide program.

**History:** November 26, 2002, Section 2.20.600 was amended. February 26, 1999, Section 2.20.600 was amended.

**Article 30. Standards for Dental Health Aides**

**History:** November 26, 2002, Article 30 was added.

**Sec. 2.30.010. Supervision of Dental Health Aides.<sup>1</sup>**

**(a) Generally.** The supervision of a dental health aide may be general, indirect or direct, as defined in section 2.30.010(b) [supervision of DHAs; definitions of levels of supervision], provided that

(1) the person providing the supervision must satisfy the criteria provided under section 2.10.010(a)(9) [initial qualifications; general requirements (supervision & day-to-day direction)];

(2) the dental health aide must be supervised at whatever level of supervision is required for the specific care being provided;

(3) a dentist or dental health aide therapist providing supervision may impose a higher level of supervision on the dental health aide than that provided in this article, and

(4) when a dental health aide therapist requires supervision the supervision must be provided by a dentist.

**(b) Definitions of Levels of Supervision.** For the purposes of this article:

(1) “Direct supervision” means the dentist or dental health aide therapist in the dental office, personally diagnoses the condition to be treated, personally authorizes the procedure, and before dismissal of the patient evaluates the performance of the dental health aide;

(2) “General supervision” means the dentist or dental health aide therapist has authorized the procedures and they are being carried out in accordance with standing orders issued to a specific dental health aide; and

(3) “Indirect supervision” means a dentist or dental health aide therapist is in the facility, authorizes the procedures, and remains in the dental facility while the procedures are being performed by the dental health aide.

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<sup>1</sup>The supervision (at whatever level is required) of a dental health aide who provides services for which a Medicaid claim will be made must be provided by a dentist.

1           **(c) Village-Based Practice.** Any dental health aide practicing under general supervision, except  
2 a primary dental health aide I, must have successfully completed a Board approved village-based dental  
3 practice course that satisfies the requirements of section 7.20.050 [village-based dental practice].  
4

5                           **History:** June 18, 2008, Section 2.30.010(a)(2) was amended to correct a citation. October 3, 2006, Section  
6 2.30.010 was amended by adding a footnote to the section title and Section 2.30.010(a) was amended.  
7 October 8, 2003, Section 2.30.010(a) was amended.  
8

9           **Sec. 2.30.020. Scope of Practice Prior to Certification as a Dental Health Aide.**

10  
11           **(a) Minimum Requirements.** A person who satisfies the requirements of subsection  
12 2.30.020(b) [scope of practice prior to certification as a DHA; employment] may perform services of a  
13 certified dental health aide prior to being certified under this article to the extent the services are  
14 performed

- 15                   (1) as part of training required for certification;  
16                   (2) as part of a required preceptorship under sections 2.30.100(b) [PDHA I training &  
17 education requirements; preceptorship], 2.30.220(c)(1)(B) [sealant requirements; training, education &  
18 preceptorship; (sealants during training)] or (c)(2) [sealant requirements; training, education &  
19 preceptorship; (preceptorship)], 2.30.230(d) [dental prophylaxis requirements; preceptorship];  
20 2.30.240(c)(1)(D) [dental radiology requirements; training, education & preceptorship; (radiographs  
21 during training)] or (c)(2) [dental radiology requirements; training, education & preceptorship; (minimum  
22 number radiographs)], 2.30.250(c) [dental assistant function requirements; training, education &  
23 preceptorship], 2.30.260(d) [ART requirements; preceptorship], 2.30.400(b) [EFDHA I supervision,  
24 training and education requirements; preceptorship], 2.30.500(b) [EFDHA II training & education  
25 requirements; preceptorship], 2.30.550(d) [stainless steel crown placement requirements; preceptorship],  
26 2.30.600(3) [DHAT training & education requirements; (preceptorship)]; or  
27                   (3) while an application for certification is pending before the Board after successful  
28 completion of all required training and preceptorship.  
29

30           **(b) Employment.** To be eligible to perform services under subsection 2.30.020(a) [scope of  
31 practice prior to certification as a DHA; minimum requirements], the person must be employed or  
32 sponsored by the Indian Health Service or a tribe or tribal program operating a community health aide  
33 program in Alaska under the ISDEAA.  
34

35                           **History:** October 30, 2014, Section 2.30.020(a)(2) was amended. January 31, 2008, Section 2.30.020(b)  
36 was amended. October 3, 2006, Section 2.30.020(a) and (b) were amended.  
37

38           **Sec. 2.30.030. Multiple Certification.** Under this article a person may be certified under more  
39 than one section.  
40

41           **Sec. 2.30.050. Certification by Credentials.** The Board may waive one or more of the  
42 requirements of sections or 2.30.100 [PDHA I training & education requirements] through 2.30.610  
43 [DHAT supervision & competencies] for a person who provides evidence satisfactory to the Board that  
44 the person has health care training, education and experience at least equivalent in scope, quality, and  
45 difficulty to those imposed under these sections, provided the applicant demonstrates to the satisfaction of  
46 the Board that the applicant is adequately familiar with the CHA/P program and will limit his or her  
47 practice to the scope of practice of dental health aide under these *Standards*.  
48

49           **Sec. 2.30.100. Primary Dental Health Aide I Training and Education Requirements.** A  
50 person meets the training and education requirements to be a certified primary dental health aide I upon  
51 successful completion of the requirements set forth in subsections (a) [training] and (b) [preceptorship] of  
52 this section.

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1           **(a) Training.**

2           (1) (A) A Pre-session or Session I training course provided by a CHA/P Training Center,  
3 provided that a Pre-session training course must address at a minimum all of the topics identified in section  
4 7.20.010 [DHA core curriculum]; or

5                       (B) a Board approved DHA core curriculum course that satisfies the requirements of  
6 section 7.20.010 [DHA core curriculum];

7           (2) a Board approved primary oral health promotion and disease prevention course that  
8 satisfies the requirements of section 7.20.020 [primary oral health promotion & disease prevention];

9           (3) a Board approved basic dental procedure course that satisfies the requirements of  
10 section 7.20.030 [basic dental procedures]; and

11           (4) Basic Life Support certification.

12  
13           **(b) Preceptorship.** A dental health aide must after completion of the requirements in subsection  
14 (a) of this section, under the direct supervision of a dentist, dental health aide therapist or dental hygienist,  
15 satisfactorily complete a preceptorship, which must include satisfactory performance in the

16           (1) delivery of a minimum of 20 fluoride treatments, which must include a minimum of 5  
17 varnish, 5 rinse and 5 foam or gel treatments;

18           (2) delivery of a minimum of 40 oral hygiene sessions of which

19                       (A) a minimum of 10 must be with children under 6 years of age;

20                       (B) a minimum of 10 must be with patients between ages 6 and 14; and

21                       (C) a minimum of 10 must be with patients over age 14;

22           (3) delivery of a minimum of 20 diet education sessions, including a minimum of:

23                       (A) 10 provided to the primary caregiver of children under age 6; and

24                       (B) 5 provided to an adult regarding the adult's own diet; and

25           (4) an additional 40 hours of relevant work experience.

26  
27           **(c) Waiver.** A person who has equivalent education, training or experience may be deemed by  
28 the Board to meet the requirements in subsections (a)(2) [PDHA I training & education requirements;  
29 (oral health promotion disease prevention course)] and (3) [PDHA I training & education requirements;  
30 (basic dental procedure course)] and (b) [PDHA I training & education requirements; preceptorship] of  
31 this section.

32  
33           **Sec. 2.30.110. Primary Dental Health Aide I Supervision and Competencies.**

34  
35           **(a) Dental Supervision.** A certified primary dental health aide I may provide services under the  
36 general supervision of a dentist or dental health aide therapist.

37  
38           **(b) Competencies.** A certified primary dental health aide I must successfully demonstrate and  
39 maintain

40           (1) an understanding of:

41                       (A) basic dental anatomy;

42                       (B) caries disease process;

43                       (C) periodontal disease process;

44                       (D) infection control;

45                       (E) health care system access, including access to Medicaid and other third-party  
46 resources;

47                       (F) scheduling;

48                       (G) theory of prevention;

49                       (H) fluoride as a drug and related issues;

50           (2) competency in the following subjects:

51                       (A) fluoride treatments, including gels, foams, varnish and mouth rinse;

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- 1 (B) diet education;
- 2 (C) oral hygiene instruction;
- 3 (D) identification of potential dental problems and appropriate referrals;
- 4 (E) those provided for under sections 2.20.110(b)(1), (3) through (12), (14) and (15)
- 5 [CHA I competencies; (competencies)];
- 6 (F) dental health aide's general scope of work;
- 7 (G) basic life support;
- 8 (3) satisfactory performance of the following skills:
- 9 (A) use of CHAM;
- 10 (B) general medical history taking;
- 11 (C) patient education including:
- 12 (i) oral hygiene instruction;
- 13 (ii) diet education;
- 14 (iii) explanation of prevention strategies, including fluoride and sealants;
- 15 (D) tooth brush prophylaxis;
- 16 (E) providing topical fluorides, including gels, foam, varnish and rinses;
- 17 (F) clean/sterile techniques;
- 18 (G) universal precautions; and
- 19 (H) hand washing.
- 20

21 **Sec. 2.30.150. [RESERVED]**

22  
23 **History:** October 8, 2003, Section 2.30.150 was deleted and the section number reserved.

24  
25 **Sec. 2.30.160. [RESERVED]**

26  
27 **History:** October 8, 2003, Section 2.30.160 was deleted and the section number reserved.

28  
29 **Sec. 2.30.200. Primary Dental Health Aide II Training and Education Requirements.** A  
30 person meets the training and education requirements to be a certified primary dental health aide II upon  
31 successful completion of

- 32 (a) (1) (A) all requirements under sections 2.30.100 [PDHA I training & education
- 33 requirements] through 2.30.110 [PDHA I supervision & competencies];
- 34 (B) a Board approved DHA Advanced Dental Procedures training session that
- 35 satisfies the requirements of section 7.20.040 [DHA advanced dental procedures]; and
- 36 (C) one or more certifications under 2.30.220 [sealant requirements], 2.30.230
- 37 [dental prophylaxis requirements], 2.30.240 [dental radiology requirements], 2.30.250 [dental assistant
- 38 function requirements] or 2.30.260 [ART requirements]; or
- 39 (2) the requirements of section 2.30.300(b)(1) and (2) [DHAH training & education
- 40 requirements; (education options)]; and
- 41 (b) a Board approved DHA village-based dental practice course that satisfies the requirements
- 42 of section 7.20.050 [village-based dental practice].
- 43

44 **History:** October 30, 2014, Section 2.30.200(a)(1)(C) was amended. October 8, 2003, Section 2.30.200 (a)(3)

45 was amended.

46

47 **Sec. 2.30.210. Primary Dental Health Aide II Supervision and Competencies.**

48  
49 (a) **Dental Supervision.** A certified primary dental health aide II may provide the services  
50 under paragraph (b)(2) [competencies; (satisfactory performance)] under the general supervision of a  
51 dentist or dental health aide therapist.

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- 1           **(b) Competencies.** In addition to meeting the requirements of section 2.30.110 [PDHA I  
2 supervision & competencies], a certified dental health aide II must successfully demonstrate and maintain  
3           (1) (A) an understanding and knowledge of dental anatomy;  
4               (B) an understanding and knowledge of caries and the periodontal disease process;  
5               (C) identification and knowledge of dental instruments and equipment;  
6               (D) an understanding of telemedicine technology;  
7               (E) dental charting;  
8               (F) problem-specific medical and dental history taking;  
9               (G) basic knowledge of relationship between medical conditions and oral health;  
10              (H) basic management of dental emergencies;  
11              (I) proper handling and sterilization of instruments;  
12              (J) disinfection of the operatory; and  
13           (2) satisfactory performance of the following skills:  
14              (A) problem-specific medical and dental history taking;  
15              (B) recognition of medical and dental conditions that may require direct dental  
16 supervision or services;  
17              (C) recognition of relationship between medical conditions and oral health;  
18              (D) dental charting and patient record documentation;  
19              (E) instrument handling and sterilization procedures;  
20              (F) intra- and extra-oral photographs, if equipment is available;  
21           (3) meeting the requirements of one or more of the following sections:  
22              (A) 2.30.220 [sealant requirements];  
23              (B) 2.30.230 [dental prophylaxis requirements];  
24              (C) 2.30.240 [dental radiology requirements];  
25              (D) 2.30.250 [dental assistant function requirements]; or  
26              (E) 2.30.260 [ART requirements].  
27

28           **History:** October 29, 2015, Section 2.30.210(b)(1)(D) was amended. October 30, 2014, Section  
29 2.30.210(b)(3) was amended. June 8, 2010, Section 2.30.210(b)(1)(2) was amended. October 8, 2003,  
30 the title to Section 2.30.210 and subsections (a) and (b) were amended.  
31

32           **Sec. 2.30.220. Sealant Requirements.**  
33

34           **(a) Prerequisites.** A dental health aide may be certified under this section to perform sealants  
35 under the conditions set forth in subsections (b) through (d) of this section provided the dental health aide  
36 satisfies the requirements of sections:

- 37           (1) 2.30.200 [PDHA II training & education] and 2.30.210 [PDHA II supervision &  
38 competencies];  
39           (2) 2.30.400 [EFDHA I supervision, training & education requirements] and 2.30.410  
40 [EFDHA I supervision & competencies]; or  
41           (3) 2.30.500 [EFDHA II training & education] and 2.30.510 [EFDHA II supervision &  
42 competencies].  
43

44           **(b) Dental Supervision.**

- 45           (1) The sealant procedure must have been ordered by a dentist prior to the sealant  
46 procedure.  
47           (2) Sealants may be performed under this section by a dental health aide under the general  
48 supervision of a dentist provided the dental health aide has met the requirements of this section, including  
49 successful completion of the requirements of section 2.30.200(b) [PDHA II training & education  
50 requirements; (village-based dental practice course)].

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1 (3) An expanded function dental health aide I or II who has not completed the requirements  
2 of section 2.30.200(b) [PDHA II training & education requirements; (village-based dental practice  
3 course)] may perform sealants under this section only under the direct or indirect supervision of a dentist.  
4

5 (c) **Training, Education and Preceptorship.** The dental health aide must have satisfactorily  
6 completed

7 (1) (A) a course in sealants  
8 (i) approved by the Board that satisfies the requirements of section 7.20.100  
9 [sealants];

10 (ii) offered by an accredited school of higher education; or  
11 (iii) offered by IHS; and  
12 (B) under the direct supervision of a dentist, dental health aide therapist, or licensed  
13 dental hygienist, satisfactory performance of a minimum of 25 sealant procedures including:

14 (i) a minimum of 10 on molars;  
15 (ii) a minimum of 5 on children under 7 years of age; and  
16 (iii) a minimum of 10 on second molars; or

17 (2) under the direct supervision of a dentist, dental health aide therapist, or licensed dental  
18 hygienist, satisfactory performance of a minimum of 50 sealant procedures including:

19 (A) a minimum of 20 on molars;  
20 (B) a minimum of 10 on children under 7 years of age; and  
21 (C) a minimum of 10 on second molars.  
22

23 (d) **Competencies.** In addition to meeting all other requirements of this section, the dental health  
24 aide must understand and successfully demonstrate and maintain the following competencies and skills:

25 (1) understanding and following dental orders;  
26 (2) reviewing medical history and identifying contraindications for sealant treatment;  
27 (3) explaining sealant procedure and responding to questions from patient regarding  
28 sealants;

29 (4) proper patient and provider safety procedures;  
30 (A) proper use and safety procedures related to curing light;  
31 (B) proper use of etchant material;  
32 (5) isolating and drying teeth to be sealed;  
33 (6) identifying and correcting occlusal discrepancies caused by excess sealant; and  
34 (7) ensuring retention of the sealant.  
35

36 **History:** October 29, 2015, Section 2.30.220(c)(1)(B) and (c)(2) were amended. October 8, 2003, Section  
37 2.30.220(a) was amended.  
38

39 **Sec. 2.30.230. Dental Prophylaxis Requirements.**  
40

41 (a) **Prerequisites.** A dental health aide may be certified under this section to perform dental  
42 prophylaxis under the conditions set forth in subsections (b) through (d) of this section provided the dental  
43 health aide satisfies the requirements of sections:

44 (1) 2.30.200 [PDHA II training & education requirements] and 2.30.210 [PDHA II  
45 supervision & competencies];

46 (2) 2.30.400 [EFDHA I supervision, training & education requirements] and 2.30.410  
47 [EFDHA I supervision & competencies]; or

48 (3) 2.30.500 [EFDHA II training & education requirements] and 2.30.510 [EFDHA II  
49 supervision and competencies].



1           **(b) Dental Supervision.**

2           (1) The dental prophylaxis procedure must have been ordered by a dentist or dental health  
3 aide therapist prior to the performance of the procedure.

4           (2) Dental prophylaxis performed under this section must be carried out under the direct or  
5 indirect supervision of a dentist or dental health aide therapist unless the dental health aide has  
6 successfully completed the requirements of section 2.30.200(b) [PDHA II training & education  
7 requirements; (village-based dental practice course)].  
8

9           **(c) Training and Education.** The dental health aide must have satisfactorily completed one of  
10 the following:

11           (1) a Board approved course in dental prophylaxis that satisfies the requirements of section  
12 7.20.110 [dental prophylaxis];

13           (2) a course in dental prophylaxis offered by an accredited school of higher education; or

14           (3) a course in dental prophylaxis offered or approved by IHS, including “Clinical  
15 Periodontics for the Dental Assistant.”  
16

17           **(d) Preceptorship.** A dental health aide must, after completion of the requirements in  
18 subsection (c) of this section, under the direct supervision of a dentist, dental health aide therapist, or  
19 licensed dental hygienist, satisfactorily complete a preceptorship during which the dental health aide  
20 satisfactorily performs a minimum of 40 dental prophylaxis of which

21           (1) a minimum of 10 must be performed on children under 8 years of age; and

22           (2) a minimum of 10 must be performed on adults with supra-gingival calculus.  
23

24           **(e) Competencies.** In addition to meeting all other requirements of this section, the dental health  
25 aide must understand and successfully demonstrate and maintain the following competencies and skills:

26           (1) understanding and following dental orders;

27           (2) reviewing medical history and identifying contraindications for performing  
28 prophylaxis;

29           (3) understanding when the patient should be referred to a dentist prior to carrying out  
30 prophylaxis;

31           (4) explaining prophylaxis procedure and respond to questions from patient regarding  
32 prophylaxis;

33           (5) proper patient and provider safety procedures;

34               (A) proper use of dental instruments for safety of patient and provider;

35               (B) proper use of ultrasonic scalers;

36           (6) scaling and polishing to remove plaque, calculus, and stains from the coronal or  
37 exposed surface of the tooth; and

38           (7) [Reserved]  
39

40           **History:** January 26, 2017, Section 2.30.230(e)(5)(B) and (7) were amended. October 29, 2015, Section  
41 2.30.230(d) was amended. October 30, 2014, Section 2.30.230(e)(6) was amended. January 11, 2012, Section  
42 2.30.230(d) was amended. June 8, 2010, Section 2.30.230(e) was amended. October 8, 2003, Section  
43 2.30.230(a) was amended.  
44

45           **Sec. 2.30.240. Dental Radiology Requirements.**

46  
47           **(a) Prerequisites.** A dental health aide may be certified under this section to perform dental  
48 radiology under the conditions set forth in subsections (b) through (d) of this section provided the dental  
49 health aide satisfies the requirements of sections:

50           (1) 2.30.200 [PDHA II training & education requirements] and 2.30.210 [PDHA II  
51 supervision & competencies];

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- 1 (2) 2.30.400 [EFDHA I supervision, training & education requirements] and 2.30.410  
2 [EFDHA I supervision & competencies]; or  
3 (3) 2.30.500 [EFDHA II training & education requirements] and 2.30.510 [EFDHA II  
4 supervision & competencies].  
5

6 **(b) Dental Supervision.** Dental radiology may be performed under this section by a dental  
7 health aide under the general supervision of a dentist or dental health aide therapist provided the dental  
8 health aide has met the requirements of all of the requirements of this section.  
9

10 **(c) Training, Education and Preceptorship.** The dental health aide must have satisfactorily  
11 completed one of the following:

- 12 (1) (A) a Board approved course in dental radiology that satisfies the requirements of  
13 section 7.20.120 [dental radiology];  
14 (B) a course in dental radiology offered by an accredited school of higher education;  
15 (C) a course in dental radiology offered or approved by IHS, including “Basic  
16 Radiology for Dental Staff”; or  
17 (D) satisfactory performance in exposing and developing a minimum of 75 dental  
18 radiographs under the direct supervision of a dentist, dental health aide therapist, or licensed dental  
19 hygienist including:  
20 (i) a minimum of 10 sets of bitewing radiographs, provided that a minimum  
21 of 5 sets of the bitewings must be on children under 7 years of age, and  
22 (ii) a minimum of 20 periapicals and 3 occulsals.  
23 (2) If in the course under (1)(A) through (C) the dental health aide did not satisfactorily  
24 expose radiographs on at least 10 patients, then after the completion of the course, the dental health aide  
25 must complete, under direct supervision of a dentist, dental health aide therapist, or licensed dental  
26 hygienist, enough additional radiographs to have satisfactorily completed exposures on no less than 10  
27 patients.  
28

29 **(d) Competencies.** In addition to meeting all other requirements of this section, a dental health  
30 aide may only perform dental radiology, if the dental health aide successfully demonstrates and maintains

- 31 (1) an understanding of  
32 (A) components of an x-ray machine,  
33 (B) kilovoltage (kVp),  
34 (C) density and contrast,  
35 (D) milliamperage (mA),  
36 (E) exposure time,  
37 (F) film type,  
38 (G) automatic processing equipment,  
39 (H) darkroom lighting, and  
40 (I) purpose of film mounts;  
41 (2) competency in the following:  
42 (A) radiological protection,  
43 (B) radiographic quality,  
44 (C) radiographic technique,  
45 (D) processing technique,  
46 (E) presentation of radiographs,  
47 (F) radiographic infection control,  
48 (G) special radiograph techniques,  
49 (H) maintenance of processor equipment, and  
50 (I) mounting and labeling of radiographs;  
51 (3) satisfactory performance of the following skills:

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- 1 (A) radiological protection of operator and patient;
- 2 (B) use and storage of the lead apron and thyroid collar;
- 3 (C) review medical history and identify contraindications for performing x-rays;
- 4 (D) dosimeter (film badge) and radiology reports;
- 5 (E) recognition and correction of;
- 6 (i) distortion,
- 7 (ii) overlap,
- 8 (iii) cone-cutting, and
- 9 (iv) automatic processing problems;
- 10 (F) use of film holding devices;
- 11 (G) positioning and exposing intra-oral radiographs;
- 12 (H) troubleshooting:
- 13 (i) technique errors, and
- 14 (ii) processing errors;
- 15 (I) film handling during processing,
- 16 (J) film labeling,
- 17 (K) use of landmarks to mount film,
- 18 (L) use of daylight loader; and
- 19 (M) basic knowledge of digital radiography.

20  
21 (e) [RESERVED]

22  
23 **History:** January 22, 2016, Section 2.30.240(e) was deleted and reserved. October 29, 2015, Section  
24 2.30.240(c)(1)(D) and (c)(2) were amended. May 15, 2014, Section 2.30.240(c)(1)(D) and (2) were amended.  
25 June 8, 2010, Section 2.30.240(d)(3) was amended. October 8, 2003, Section 2.30.240(a) was amended.

26  
27 **Sec. 2.30.250. Dental Assistant Function Requirements.**

28  
29 (a) **Prerequisites.** A dental health aide may be certified under this section to perform the  
30 functions of a dental assistant under the conditions set forth in subsections (b) through (c) of this section  
31 provided the dental health aide satisfies the requirements of:

32 (1) 2.30.200 [PDHA II training & education requirements] and 2.30.210 [PDHA II  
33 supervision & competencies].

34  
35 (b) **Dental Supervision.** A dental health aide certified under this article who satisfies the  
36 requirements of this section may perform the functions of a dental assistant only under the direct or  
37 indirect supervision of a

- 38 (1) dentist;
- 39 (2) dental health aide therapist;
- 40 (3) licensed dental hygienist; or
- 41 (4) [RESERVED]
- 42 (5) primary dental health aide II or expanded function dental health aide I or II who is  
43 performing procedures under the general supervision of a dentist.

44  
45 (c) **Training, Education and Preceptorship.** In addition to performing functions as provided  
46 for the level of certification achieved by the dental health aide, a dental health aide may perform the  
47 functions of a dental assistant, if the dental health aide has successfully completed one of the following:

- 48 (1) an accredited dental assisting program;
- 49 (2) a Board approved dental assisting program that satisfies the requirements of section  
50 7.20.130 [dental assisting]; or

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1           (3) a program provided by a dentist who directly supervised the person carrying out a  
2 sufficient number of patient encounters for the person to develop satisfactory skills, as determined by the  
3 supervising dentist, in each of the functions identified in 2.30.250(d) [dental assistant function  
4 requirements; competencies].  
5

6           **(d) Competencies.** In addition to meeting all other requirements of this section, the dental health  
7 aide must understand and successfully demonstrate and maintain the ability to satisfactorily perform the  
8 following functions:

- 9           (1) applying topical anesthetic agents;
- 10          (2) placing and removing rubber dams;
- 11          (3) basic knowledge of dental materials, instruments, and procedures;
- 12          (4) four-handed instrument transfer;
- 13          (5) dental charting and patient record documentation;
- 14          (6) proper handling and sterilization of instruments; and
- 15          (7) disinfection of operator.
- 16          (8) [RESERVED]

17  
18           **History:** January 26, 2017, Section 2.30.250(d) was amended. October 29, 2015, Section 2.30.250(b)(4) was  
19 deleted and reserved. October 30, 2014, Section 2.30.250 was amended and renumbered. June 8, 2010,  
20 Section 2.30.250(c) was amended, numbers 5, 6, 7 and 8 were deleted and reserved. October 8, 2003, Section  
21 2.30.250(a)(5) was amended.  
22

23           **Sec. 2.30.260. Atraumatic Restorative Treatment (ART) Requirements.**  
24

25           **(a) Prerequisites.** A dental health aide may be certified under this section to perform atraumatic  
26 restorative treatment (ART) under the conditions set forth in subsections (b) through (d) of this section  
27 provided the dental health aide satisfies the requirements of sections:

- 28           (1) (A) 2.30.200 [PDHA II training & education requirements] and 2.30.210 [PDHA II  
29 supervision & competencies];
- 30           (B) 2.30.300 [DHAH training & education requirements] and 2.30.310 [DHAH  
31 supervision & competencies];
- 32           (C) 2.30.400 [EFDHA I supervision, training & education requirements] and  
33 2.30.410 [EFDHA I supervision & competencies]; or
- 34           (D) 2.30.500 [EFDHA II training & education requirements] and 2.30.510 [EFDHA  
35 II supervision & competencies], and (2) 2.30.220 [sealant requirements], 2.30.230 [dental prophylaxis  
36 requirements], and 2.30.240 [dental radiology requirements] and 2.30.240 [dental radiology  
37 requirements].  
38

39           **(b) Dental Supervision.**

40           (1) The dental health aide may perform ART only after consultation with a dentist or dental  
41 health aide therapist (exception is the dental health aide hygienist who must be supervised by a dentist)  
42 who has reviewed appropriate dental records regarding the patient, which may include radiographs and  
43 intra-oral photographs.

44           (2) ART may be performed under this section by a dental health aide under the general  
45 supervision of a dentist or dental health aide therapist (exception is the dental health aide hygienist who  
46 must be supervised by a dentist) provided the dental health aide has met the requirements of all of the  
47 requirements of this section, including successful completion of the requirements of section 2.30.200(b)  
48 [PDHA II training & education requirements; (village-based dental practice course)].

49           (3) An expanded function dental health aide I or II who has not completed the requirements  
50 of section 2.30.200(b) [PDHA II training & education requirements; (village-based dental practice

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1 course)] may perform ART under this section only under the direct or indirect supervision of a dentist or  
2 dental health aide therapist.

3  
4 **(c) Training and Education.** The dental health aide must have satisfactorily completed one of  
5 the following:

- 6 (1) a Board approved course in ART that satisfies the requirements of section 7.20.140  
7 [ART];  
8 (2) a course in ART offered by an accredited school of higher education; or  
9 (3) a course in ART offered or approved by IHS, including the course “Early Childhood  
10 Caries (ECC) and Midlevel Providers: an Expanded Role for Hygienists and Therapists.”

11  
12 **(d) Preceptorship.** A dental health aide must, after completion of the requirements in  
13 subsection (c) of this section, under the direct supervision of a dentist, satisfactorily complete a  
14 preceptorship during which the dental health aide satisfactorily performs ART on

- 15 (1) a minimum of 10 patients of whom a minimum of 5 must be children under 4 years of  
16 age; and  
17 (2) a minimum of 50 teeth.

18  
19 **(e) Competencies.** In addition to meeting all other requirements of this section, a dental health  
20 aide may only perform ART, if the dental health aide successfully demonstrates and maintains:

- 21 (1) an understanding and following dental orders;  
22 (2) reviewing medical history and identifying contraindications for performing ART;  
23 (3) identify cases appropriate for ART;  
24 (4) understanding when the patient should be referred to a dentist;  
25 (5) explaining ART procedure and responding to questions from patient regarding ART;  
26 (6) proper patient and provider safety procedures, including proper use dental instruments;  
27 (7) isolating the tooth/teeth;  
28 (8) removing gross caries with hand instruments;  
29 (9) mixing, placing and contouring appropriate restorative material; and  
30 (10) recognizing potential and actual procedural complications and consulting appropriately  
31 with the dentist.

32  
33 **History:** October 30, 2013, Section 2.30.260(b)(1) and (2) were amended. June 8, 2010, Section  
34 2.30.260(e)(3) was amended. October 8, 2003, Section 2.30.260(a) was amended.

35  
36 **Sec. 2.30.300. Dental Health Aide Hygienist Training, Education, and Licensure**  
37 **Requirements.** A person meets the training and education requirements to be a certified dental health  
38 aide hygienist upon successful completion of

39 (a) all requirements under sections 2.30.100(a)(1) [PDHA I training & education requirements;  
40 training (presession)] and (4) [PDHA I training & education requirements; training; (BLS)];

41 (b) (1) an accredited school of dental hygiene; or

42 (2) a dental hygiene training and education program approved by the Board; and

43 (c) if not covered in the training under (b)(1) or (2) of this section or if the training has not been  
44 kept up-to-date through practice or continuing education, a course in local anesthetic that is

45 (1) approved by the Board that satisfies the requirements of section 7.20.400 [local  
46 anesthetic administration];

47 (2) offered by an accredited school of higher education; or

48 (3) offered or approved by IHS; and

49 (d) is licensed as a dental hygienist in Alaska under AS 08.32.10 or a dental hygienist in the  
50 employ of the federal government in the discharge of official duties who is a dental hygienist licensed in  
51 one of the states or territories of the United States.

1                   **History:** May 15, 2014, Section 2.30.300 was amended.  
2

3                   **Sec. 2.30.310. Dental Health Aide Hygienist Supervision and Competencies.**  
4

5                   **(a) Dental Supervision.**

6                   (1) Dental hygiene services may be performed under this section by a dental health aide  
7 hygienist under the general supervision of a dentist provided the dental health aide hygienist has met the  
8 requirements of all of the requirements of this section.

9                   (2) a dental health aide hygienist may perform services identified in section 2.30.260 [ART  
10 requirements] under general supervision of a dentist upon successful completion of all of the requirements  
11 of the applicable section and requirements of section 2.30.200 (b) [PDHA II training and education  
12 requirements].  
13

14                   **(b) Competencies.** In addition to demonstrating the competencies identified in section  
15 2.30.110(b) [PDHA I supervision & competencies; competencies], 2.30.210(b) [PDHA II supervision &  
16 competencies; competencies], 2.30.220(d) [sealant requirements; competencies], 2.30.230(e) [dental  
17 prophylaxis requirements; competencies], 2.30.240(d) [dental radiology requirements; competencies], and  
18 after satisfying the requirements of 2.30.300 [DHAH training & education requirements], a certified  
19 dental health aide hygienist must successfully demonstrate and maintain satisfactory performance of the  
20 following skills:

21                   (1) removing calculus deposits, accretions and stains from the surfaces of teeth by scaling  
22 and polishing techniques;

23                   (2) non-surgical periodontal therapy;

24                   (3) placing sulcular medicinal or therapeutic materials;

25                   (4) periodontal probing; and

26                   (5) administration of local anesthetics and identification and responding to the side effects  
27 of local anesthetics.  
28

29                   **History:** October 29, 2013, Section 2.30.310(b) was amended. October 12, 2011, Section 2.30.310(a) and (b)  
30 were amended. October 14, 2004, Section 2.30.310(a) was amended. October 8, 2003, Section 2.30.310(b)  
31 was amended.  
32

33                   **Sec. 2.30.400. Expanded Function Dental Health Aide I Supervision, Training and**  
34 **Education Requirements.**  
35

36                   **(a) Training and Education.** A person meets the training and education requirements to be a  
37 certified expanded function dental health aide I upon successful completion of

38                   (1) all requirements under sections 2.30.100(a) [PDHA I Training and Education  
39 Requirements; Training] and meet requirements of Sec. 2.30.250(c) and (d) [Dental Assistant Function  
40 Requirements; Training, Education and Preceptorship; and Competencies];

41                   (2) (A) (i) a Board approved course in basic restorative functions that satisfies the  
42 requirements of section 7.20.200 [basic restorative functions];

43   (ii) a course in basic restorative functions offered by an accredited school of  
44 higher education; or

45   (iii) a course in basic restorative functions offered or approved by IHS,  
46 including “Restorative Functions – Basic”; or

47                   (B) training that meets the requirements under section 2.30.230 [dental prophylaxis  
48 requirements]; and

49                   (3) a preceptorship that satisfies the requirements in subsection (b) [EFDHA I  
50 preceptorship] of this section.

1           **(b) Preceptorship.**

2           An expanded function dental health aide I who has satisfied the requirements of  
3           (1) subsection (a)(2)(A) [EFDHA I training & education; (basic restorative functions  
4           course)] must, after completion of the other requirements in subsection (a) [EFDHA I training and  
5           education] of this section, satisfactorily complete a preceptorship, which must  
6                 (A) be under the direct supervision of a dentist;  
7                 (B) continue after completion of the training under subsection (a)(2) for a minimum  
8           of six months or 800 hours, whichever is longer; and  
9                 (C) include satisfactory performance in the dental health aide's clinical setting under  
10          direct supervision of a dentist of a minimum of 50 restorations of which a minimum of 5 must be in each  
11          classification of amalgam class I, class II, and class V and composite class I, class III and class V; or  
12          (2) subsection (a)(2)(B) [EFDHA I training and education (dental prophylaxis course)]  
13          must, after the completion of the other requirements in subsection (a) [EFDHA I training and education]  
14          of this section, satisfactorily complete a preceptorship as required under section 2.30.230 [dental  
15          prophylaxis requirements].

16  
17                         **History:** January 26, 2017, Section 2.30.400(a)(1) and (2)(A)(i) were amended. October 12, 2011, Section  
18                         2.30.400(a) and (b) were amended. October 8, 2003, Section 2.30.400(a)(2) and (b) were amended.  
19

20           **Sec. 2.30.410. Expanded Function Dental Health Aide I Supervision and Competencies.**

21           **(a) Dental Supervision.**

22           (1) An expanded function dental health aide I may perform the functions identified for a  
23           dental assistant under sections 2.30.250(c) [dental assistant function requirements; competencies] and  
24           2.30.410(b) [EFDHA I supervision & competencies; competencies] only under the direct or indirect  
25           supervision of a dentist or dental health aide therapist.  
26           (2) An expanded function dental health aide I may perform the services identified in  
27           section 2.30.550 [stainless steel crown placement requirements] under the direct or indirect supervision of  
28           a dentist or dental health aide therapist upon successful completion of all the requirements of the  
29           applicable section.  
30           (3) An expanded function dental health aide I may perform the services identified in  
31           section 2.30.410 (b)(1) [EFDHA I supervision & competencies] under general supervision of a dentist or  
32           dental health aide therapist upon completion of the requirements of section 2.30.200(b) [PDHA II training  
33           & education requirements; (village-based dental practice course)].  
34           (4) An expanded function dental health aide I may perform services as provided for under  
35           sections 2.30.220 [sealant requirements], 2.30.230 [dental prophylaxis requirements], 2.30.240 [dental  
36           radiology requirements], and 2.30.260 [ART requirements] under the general supervision of a dentist or  
37           dental health aide therapist, upon successful completion of all of the requirements of the applicable  
38           section and the requirements of section 2.30.200(b) [PDHA II training & education requirements;  
39           (village-based dental practice course)].  
40

41  
42           **(b) Competencies.** In addition to satisfying the requirements of 2.30.400 [EFDHA I training &  
43           education requirements], a certified expanded function dental health aide must successfully demonstrate  
44           and maintain the following:

45           (1) (A) an understanding of:  
46                         (i) basic dental anatomy;  
47                         (ii) caries disease process;  
48                         (iii) periodontal disease process;  
49                         (iv) infection control;  
50                         (v) health care system access, including access to Medicaid and other third-  
51           party resources;

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- 1 (vi) scheduling;
- 2 (vii) theory of prevention;
- 3 (viii) fluoride as a drug and related issues;
- 4 (ix) [RESERVED];
- 5 (B) competency in the following subjects:
- 6 (i) topical fluoride treatment(s);
- 7 (ii) oral hygiene instruction;
- 8 (iii) identification of potential dental problems and appropriate referrals;
- 9 (iv) recognition of medical and dental conditions that may require direct
- 10 dental supervision or services;
- 11 (v) those provided for under sections 2.20.110(b)(1), (3) through (12), and
- 12 (14) [CHA I competencies; (competencies)];
- 13 (vi) dental health aide's general scope of work;
- 14 (vii) basic life support and basic management of dental emergencies;
- 15 (C) satisfactory performance of the following skills:
- 16 (i) use of CHAM;
- 17 (ii) general medical history taking;
- 18 (iii) patient education including the explanation of prevention strategies,
- 19 including fluoride and sealants;
- 20 (iv) toothbrush prophylaxis;
- 21 (v) clean/sterile techniques;
- 22 (I) [RESERVED];
- 23 (II) [RESERVED];
- 24 (vi) universal precautions; and
- 25 (vii) hand washing;
- 26 (viii) [RESERVED];
- 27 (ix) [RESERVED];
- 28 (x) [RESERVED];
- 29 (xi) [RESERVED];
- 30 (2) (A) for an expanded function dental health aide I who has satisfied the requirements
- 31 of section 2.30.400(a)(2)(A) [EFDHA I training & education requirements; training & education; (basic
- 32 restorative functions course)] and (b) [EFDHA I training & education requirements; preceptorship]:
- 33 (i) (I) advanced understanding of tooth morphology, structure and function;
- 34 and
- 35 (II) an ability to discriminate between acceptable and unacceptable
- 36 restoration; and
- 37 (ii) competency in and satisfactory performance of the following skills:
- 38 (I) placement and finishing of Class I, II and V dental amalgams
- 39 (simple fillings) after preparation by the dentist or dental health aide therapist; and
- 40 (II) dental composite placement Class I, III and V (simple fillings)
- 41 after preparation by a dentist or dental health aide therapist; and
- 42 (III) provide appropriate post-procedure instructions; and
- 43 (B) for an expanded function dental health aide I who has satisfied the requirements
- 44 of section 2.30.400(a)(2)(B) [EFDHA I training & education requirements; training and education;
- 45 (prophylaxis training)], the requirements of section 2.30.230(e) [dental prophylaxis requirements;
- 46 competencies].

**History:** October 27, 2016, Section 2.30.410(b)(1)(A)(ix) and (C)(I), (II) and (C)(viii)(ix)(x) and (xi) were amended. October 29, 2015, Section 2.30.410(b)(C)(ix) was amended. October 12, 2011, Section 2.30.410 was amended. June 18, 2008, Section 2.30.410(b)(2)(ii)(III) was amended by adding punctuation at the end. In the Standards amended January 31, 2005, Section 2.30.410(a)(1) a cross-citation was corrected. October 8, 2003, Section 2.30.410(b)(1)(B) and (C) were amended.



1           **Sec. 2.30.500. Expanded Function Dental Health Aide II Training and Education**  
2 **Requirements.**

3  
4           **(a) Training and Education.** A person meets the training and education requirements to be a  
5 certified expanded function dental health aide II upon successful completion of  
6           (1) all requirements under sections 2.30.100(a)(1) and (a)(4) [PDHA I training & education  
7 requirements; training; (presession) & (BLS)], and 2.30.400(a)(2)(A), and (b)(1) [EFDHA I training &  
8 education requirements] and 2.30.410 [EFDHA I supervision & competencies];  
9           (2) (A) a Board approved course in advanced restorative functions that satisfies the  
10 requirements of section 7.20.210 [advanced restorative functions];  
11           (B) a course in advanced restorative functions offered by an accredited school of  
12 higher education; or  
13           (C) a course in advanced restorative functions offered or approved by IHS, including  
14 “Restorative Functions – Advanced”; and  
15           (3) a preceptorship that satisfies the requirements in subsection (b) [EFDHA II  
16 preceptorship] of this section.

17  
18           **(b) Preceptorship.** An expanded function dental health aide II must after completion of the  
19 requirements in subsection (a) [EFDHA II training & education] of this section, satisfactorily complete a  
20 preceptorship, which must  
21           (1) be under the direct supervision of a dentist;  
22           (2) continue after completion of the training under subsection (a)(2) [EFDHA II training &  
23 education; (advanced restorative functions course)] for a minimum of six months or 800 hours whichever  
24 is longer; and  
25           (3) include satisfactory performance in the dental health aide's clinical setting under direct  
26 supervision of a dentist of a minimum of 50 complex restorations.

27  
28           **History:** October 29, 2015, Section 2.30.500(a)(1) was amended. October 12, 2011, Section 2.30.500(a)(1)  
29 was amended. October 7, 2009, Section 2.30.500(a)(1) was amended. October 8, 2003, Section 2.30.500(a)(1)  
30 was amended.

31  
32           **Sec. 2.30.510. Expanded Function Dental Health Aide II Supervision and Competencies.**

33  
34           **(a) Dental Supervision.**

35           (1) An expanded function dental health aide II may perform the functions identified for a  
36 dental assistant under sections 2.30.250(c) [dental assistant function requirements; competencies] and  
37 2.30.510(b) [EFDHA II supervision & competencies; competencies] only under the direct or indirect  
38 supervision of a dentist or dental health aide therapist.  
39           (2) An expanded function dental health aide II may perform the services identified in  
40 section 2.30.550 [stainless steel crown placement requirements] under the direct or indirect supervision of  
41 a dentist or dental health aide therapist upon successful completion of all of the requirements of the  
42 applicable section.  
43           (3) An expanded function dental health aide II may perform the services identified in  
44 section 2.30.410 (b)(1) [EFDHA I supervision & competencies; competencies under general supervision  
45 of a dentist or dental health aide therapist upon completion of the requirements of section 2.30.200(b)  
46 [PDHA II training & education requirements; (village-based dental practice course)].  
47           (4) An expanded function dental health aide II may perform services as provided for under  
48 sections 2.30.220 [sealant requirements], 2.30.230 [dental prophylaxis requirements], 2.30.240 [dental  
49 radiology requirements], and 2.30.260 [ART requirements] under the general supervision of a dentist or  
50 dental health aide therapist, upon successful completion of all of the requirements of the applicable

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1 section and the requirements of section 2.30.200(b) [PDHA II training & education requirements; village-  
2 based dental practice].  
3

4 **(b) Competencies.** In addition to satisfying the requirements of 2.30.500 [EFDHA II training &  
5 education requirements], a certified expanded function dental health aide must demonstrate and maintain  
6 the following:

- 7 (1) the satisfactory performance of the competencies identified in sections  
8 (A) 2.30.240(d) [dental radiology requirements; competencies];  
9 (B) 2.30.250(c) [dental assistant function requirements; competencies];  
10 (C) 2.30.410(b) [EFDHA I supervision & competencies; competencies]; and  
11 (2) understanding of  
12 (A) the basics of occlusion as they apply to restorative dentistry; and  
13 (B) current state-of-the-art dentinal bonding agents;  
14 (3) competency in and satisfactory performance of the following skills:  
15 (A) placement and finishing of cusp protected amalgam and complex Class II  
16 amalgams (complex fillings);  
17 (B) placement and finishing of dental composite Class II and IV (complex fillings);  
18 and  
19 (C) provide appropriate post-procedure instructions.  
20

21 **History:** October 27, 2016, Section 2.30.510 was amended. October 12, 2011, Section 2.30.510 was  
22 amended. In the Standards amended January 31, 2005, Section 2.30.510(a)(1) a cross-citation was corrected.  
23 October 8, 2003, Section 2.30.510(b)(1)(B) and (D) were amended.  
24

25 **Sec. 2.30.550. Stainless Steel Crown Placement Requirements.**  
26

27 **(a) Prerequisites.** An expanded function dental health aide may be certified under this section  
28 to place stainless steel crowns under the conditions set forth in subsections (b) through (e) of this section  
29 provided the expanded function dental health aide satisfies the requirements of

- 30 (1) sections 2.30.400(a)(1),(a)(2)(A), (a)(3), and (b) [EFDHA I training & education  
31 requirements; training & education & preceptorship] and 2.30.410 [EFDHA I supervision &  
32 competencies]; or  
33 (2) sections 2.30.500 [EFDHA II training & education requirements] and 2.30.510  
34 [EFDHA II supervision & competencies].  
35

36 **(b) Dental Supervision.** An expanded function dental health aide I or II may perform stainless  
37 steel crown placement only under the direct or indirect supervision of a dentist or dental health aide  
38 therapist.  
39

40 **(c) Training and Education.** A person meets the training and education requirements to place  
41 stainless steel crowns upon successful completion of

- 42 (1) all requirements under sections 2.30.400(a)(1), (a)(2)(A), (a)(3), and (b) [EFDHA I  
43 training & education requirements; training & education & preceptorship] and 2.30.410 [EFDHA I  
44 supervision & competencies] or 2.30.500 [EFDHA II training & education requirements] and 2.30.510  
45 [EFDHA II supervision & competencies];  
46 (2) (A) a Board approved course in stainless steel crown placement that satisfies the  
47 requirements of section 7.20.220 [stainless steel crowns];  
48 (B) a course in stainless steel crown placement offered by an accredited school of  
49 higher education; or  
50 (C) a course in stainless steel crown placement offered or approved by IHS, which  
51 includes “Advanced Pediatric Restorative Techniques for Expanded Function Dental Assistants”; and

1                   (3) a preceptorship that satisfies the requirements of subsection (d) [preceptorship] of this  
2 section.

3  
4                   **(d) Preceptorship.** A dental health aide must after completion of the requirements in subsection  
5 (a) of this section, satisfactorily complete a preceptorship, which must

- 6                   (1) be under the direct supervision of a dentist; and  
7                   (2) include satisfactory performance under the direct supervision of a dentist in the  
8 expanded function dental health aide's clinical setting of placing a minimum of 20 stainless steel crowns.  
9

10                   **(e) Competencies.** In addition to meeting all other requirements of this section, the expanded  
11 function dental health aide must understand and successfully demonstrate and maintain the following  
12 competencies and skills:

- 13                   (1) selecting the appropriate stainless steel crown;  
14                   (2) modifying the crown, as necessary;  
15                   (3) checking and correcting occlusion, contact and margins of stainless steel crown;  
16                   (4) cementing and removing excess cement;  
17                   (5) re-verifying the occlusion; and  
18                   (6) providing appropriate post-procedure instructions.  
19

20                   **History:** October 12, 2011, Section 2.30.550(a) and (c) were amended. October 8, 2003, Section  
21 2.30.550(a)(1), (2) and (c)(1) were amended.  
22

23                   **Sec. 2.30.600. Dental Health Aide Therapist Training and Education Requirements.**

24 A person meets the training and education requirements to be a certified dental health aide therapist upon  
25 successful completion of

- 26                   (1) the requirements of section 2.30.100(a)(1) and (a)(4) [PDHA I training & education  
27 requirements; training; (presession) & (BLS)], and  
28                   (2) (A) an accredited school of dental therapy or its equivalent; or  
29                   (B) a Board approved course of dental therapy that satisfies the requirements of  
30 section 7.20.500 [DHAT training program]; and  
31                   (3) a clinical preceptorship under the direct supervision of a dentist for a minimum of three  
32 months or 400 hours whichever is longer. The preceptorship should encompass all competencies required  
33 of a dental health aide therapist outlined in section 2.30.610(b)(1), (2) and (3) [DHAT supervision and  
34 competencies; competencies], and students should demonstrate each procedure or service independently  
35 to the satisfaction of the preceptor dentist.  
36

37                   **History:** October 30, 2014, Section 2.30.600(3) was amended. June 20, 2007, Section 2.30.600(3) was  
38 amended.  
39

40                   **Sec. 2.30.610. Dental Health Aide Therapist Supervision and Competencies.**

41  
42                   **(a) Dental Supervision.** Dental health aide therapist services may be performed under this  
43 section by a dental health aide therapist under the general supervision of a dentist provided the dental  
44 health aide therapist has met the requirements of this section. Pulpal therapy (not including pulpotomies  
45 on deciduous teeth) or extraction of adult teeth can be performed by a dental health aide therapist only  
46 after consultation with a licensed dentist who determines that the procedure is a medical emergency that  
47 cannot be resolved with palliative treatment.  
48

49                   **(b) Competencies.** In addition to meeting the requirements of section 2.30.100(a)(1) and (a)(4)  
50 [PDHA I training & education requirements; training; (presession) & (BLS)] and 2.30.600 [DHAT

1 training & education requirements], a certified dental health aide therapist must successfully demonstrate  
2 and maintain

- 3 (1) an understanding of  
4 (A) medical evaluation,  
5 (B) dental evaluation,  
6 (C) periodontic techniques,  
7 (D) clinic management and supervision,  
8 (E) restorative dentistry,  
9 (F) oral surgery and local anesthesia,  
10 (G) infection control,  
11 (H) equipment maintenance and repair, and  
12 (I) community and preventive dentistry;

13 (2) competency in the above subjects to the level of performance required at the time of  
14 meeting the requirements of section 2.30.600(2)(A) [DHAT training & education requirements;  
15 (education options)]; and

16 (3) satisfactory performance under general supervision of a dentist of  
17 (A) all of the skills identified in sections 2.30.110 [PDHA I supervision &  
18 competencies], 2.30.210 [PDHA II supervision & competencies], 2.30.220 [sealant requirements],  
19 2.30.230 [dental prophylaxis requirements], 2.30.240 [dental radiology requirements], 2.30.250 [dental  
20 assistant function requirements], 2.30.260 [ART requirements], 2.30.410 [EFDHA I supervision &  
21 competencies], 2.30.510 [EFDHA II supervision & competencies], and 2.30.550 [stainless steel crown  
22 placement requirements];

- 23 (B) diagnosis and treatment of caries;  
24 (C) performance of uncomplicated extractions of primary and permanent teeth;  
25 (D) response to emergencies to alleviate pain and infection;  
26 (E) administration of local anesthetic;  
27 (F) recognition of and referring conditions needing space maintenance;  
28 (G) maintenance of and repair of dental equipment;  
29 (H) development of and carrying out community health prevention and education  
30 program; and  
31 (I) performance of pulpotomies on primary teeth.

32  
33 **History:** October 30, 2014, Section 2.30.610(b)(3)(A) was amended. June 13, 2012, Section 2.30.610(a)  
34 was amended. January 11, 2012, Section 2.30.610(b)(3) was amended. June 8, 2010, Section  
35 2.30.610(b)(3) was amended. June 18, 2008, Section 2.30.610(a) and (b) were amended. October 14,  
36 2004, Section 2.30.610(b)(3)(B) was amended. October 8, 2003, Section 2.30.610(b)(3) was amended.  
37

## 38 **Article 40.**

### 39 **Standards for Behavioral Health Aides and Practitioners**

40  
41 **History:** June 18, 2008, Article 40 was added.  
42

#### 43 **Sec. 2.40.010. Supervision of Behavioral Health Aides and Behavioral Health Practitioners.**

##### 44 45 **(a) Clinical Oversight.**

46 **(1) Program Responsibility.** A behavioral health aide or practitioner may only practice in  
47 a program in which clinical oversight of the behavioral health program is provided and responsibility is  
48 taken by a licensed behavioral health clinician who must be

- 49 (A) familiar with the BHA/P program, the *Standards* and the BHAM; and  
50 (B) employed by the federal government or employed by or under contract with a  
51 tribal health program operating a community health aide program in Alaska under the ISDEEA.

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1                   **(2) Qualifications.** A licensed behavioral health clinician or behavioral health professional  
2 providing clinical oversight or clinical supervision

- 3                   (A) must have demonstrated the ability to provide culturally competent services; and  
4                   (B) if providing direct supervision of behavioral health aides or practitioners:  
5                   (i) must have demonstrated the ability to provide such services in a village  
6 setting; and  
7                   (ii) through education and experience, be able to supervise village-based  
8 behavioral health aides and practitioners.

9  
10                   **(b) Levels of Supervision.** The clinical supervision of a behavioral health aide or practitioner  
11 may be direct, indirect, or general as defined in section 2.40.010(c) [supervision of BHA/Ps; definitions  
12 of level of supervision] provided that

- 13                   (1) the person providing clinical supervision must either be a licensed behavioral health  
14 clinician or behavioral health professional, provided that a behavioral health practitioner acting within the  
15 scope of his or her certification may provide day-to-day support and mentoring of behavioral health aides;  
16                   (2) the behavioral health aide or practitioner must be supervised at what ever level of  
17 supervision is required for the specific service or care being provided;  
18                   (3) the supervisor may impose a higher level of supervision on the behavioral health aide or  
19 practitioner than that provided in this article; and  
20                   (4) the supervisor may develop an individualized protocol under which the behavioral  
21 health aide or practitioner is permitted to engage in a wider range of activities than that allowed under this  
22 article, provided  
23                   (A) the individualized protocol is in writing signed by the behavioral health aide or  
24 practitioner and a licensed behavioral health clinician who is both familiar with the work of the behavioral  
25 health aide or practitioner and the setting in which the authorized services will be provided;  
26                   (B) the level of supervision and level of performance required for each service to be  
27 provided under the individualized protocol is specified; and  
28                   (C) the individualized protocol must be reviewed and updated upon re-certification  
29 of the behavioral health aide or practitioner.

30  
31                   **(c) Definitions of Level of Supervision.** For the purposes of this article:

- 32                   (1) “Direct supervision” means that a licensed behavioral health clinician or a behavioral  
33 health professional  
34                   (A) consults in advance with the behavioral health aide or practitioner prior to the  
35 behavioral health aide or practitioner performing service;  
36                   (B) is available in person or through the use of telehealth, which for the purposes of  
37 supervision and consultation with behavioral health aides and practitioners includes instant messaging and  
38 telephone communications, while the behavioral health aide or practitioner performs the service; and  
39                   (C) reviews the outcome of specific services performed with the behavioral health  
40 aide or practitioner on a relatively contemporaneous basis after their completion.  
41                   (2) “Indirect supervision” means that a licensed behavioral health clinician or a behavioral  
42 health professional  
43                   (A) consults in advance with the behavioral health aide or practitioner with regard to  
44 the plan for performing services; and  
45                   (B) routinely reviews with the behavioral health aide or practitioner services  
46 provided.  
47                   (3) “General supervision” means, with regard to  
48                   (A) direct client services, that a licensed behavioral health clinician or behavioral  
49 health professional has authorized and or planned with the behavioral health aide or practitioner and client  
50 a treatment, case management, or services plan that is intended to be carried out by a specific behavioral  
51 health aide or practitioner subject to regular case review by the supervisor; or

1 (B) outreach (including initial contacts with individuals who may seek or be referred  
2 for services, community-based education and prevention activities, and community organization work),  
3 that a licensed behavioral health clinician or a behavioral health professional has consulted with and  
4 authorized the behavioral health aide or practitioner to perform such activities independently so long as  
5 the behavioral health aide or practitioner is within the scope of practice for which the behavioral health  
6 aide or practitioner is certified and will be reported to and periodically reviewed by the supervisor.

7  
8 **History:** May 15, 2014, Section 2.40.010(a)(1) was amended. June 18, 2008, Section 2.40.010 was added.  
9

10 **Sec. 2.40.020. Scope of Practice Prior to Certification as a Behavioral Health Aide or**  
11 **Practitioner.**

12  
13 (a) **Minimum Requirements.** A person who satisfies the requirements of subsection  
14 2.40.020(b) [scope of practice prior to certification as a BHA/P; employment] may perform services of a  
15 certified behavioral health aide or practitioner prior to being certified to the extent the services are  
16 performed

- 17 (1) as part of the required training for certification;  
18 (2) as part of a clinical practicum;  
19 (3) to satisfy work experience requirements required for certification; or  
20 (4) after the application for certification has been submitted to the Board, while  
21 certification is pending after successful completion of all training, clinical practicum and work experience  
22 requirements.

23  
24 (b) **Employment.** To be eligible to perform services under subsection 2.40.020(a) [scope of  
25 practice prior to certification as a BHA/P; minimum requirements], the person must

- 26 (1) be employed by the Indian Health Service or a tribe or tribal health program operating a  
27 community health aide program in Alaska under the ISDEAA;  
28 (2) provide only those services for which the person has been trained and has demonstrated  
29 successful performance; and  
30 (3) provide services only under the direct, indirect, or general supervision as required under  
31 section 2.40.010 [supervision of BHA/Ps] and other relevant sections of this article 40 [standards for  
32 BHAs] of this Chapter.

33  
34 **History:** June 18, 2008, Section 2.40.020 was added.  
35

36 **Sec. 2.40.030. Behavioral Health Aide/Practitioner Trial Examination [Deleted].**

37  
38 **History:** June 13, 2012, Section 2.40.030 was deleted in its entirety. June 18, 2008, Section 2.40.030 was  
39 added.  
40

41 **Sec. 2.40.100. Behavioral Health Aide I Training, Practicum, and Experience Requirements.**

42 A person meets the training and education, practicum, and experience requirements to be a certified  
43 behavioral health aide I upon successful completion of the requirements set forth in subsections (a) [BHA  
44 I specialized training program] or (b) [BHA I alternative training] and the requirements of (c) [BHA I  
45 practicum] and (d) [BHA I work experience] of this section.  
46

47 (a) **Behavioral Health Aide I Specialized Training Program.** The specialized behavioral  
48 health aide I training program is comprised of Board approved courses, or their equivalent, that satisfy the  
49 requirements of sections:

- 50 (1) 8.20.050 [general orientation];  
51 (2) 8.20.100 [orientation to village-based behavioral health services];  
52 (3) 8.20.110 [ethics and consent];

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- 1 (4) 8.20.115 [confidentiality and privacy];
- 2 (5) 8.20.125 [introduction to behavioral health];
- 3 (6) 8.20.135 [introduction to counseling];
- 4 (7) 8.20.140 [introduction to documentation];
- 5 (8) 8.20.145 [survey of community resources and case management];
- 6 (9) 8.20.150 [working with diverse populations];
- 7 (10) 8.20.155 [introduction to group counseling];
- 8 (11) 8.20.160 [crisis intervention];
- 9 (12) 8.20.165 [HIV/AIDS and blood borne pathogens];
- 10 (13) 8.20.170 [community approach to promoting behavioral health];
- 11 (14) 8.20.175 [family systems I]; and
- 12 (15) 8.20.180 [recovery, health, wellness and balance].
- 13

14 **(b) Behavioral Health Aide I Alternative Training.**

15 **(1) Required Content.** In lieu of completing one or more of the specialized training  
16 courses described in subsection (a) [BHA I specialized training program], a person may satisfy the course  
17 requirements for certification as a behavioral health aide I by successfully completing courses of study  
18 determined by the Board under Sec. 8.20.010 [equivalent courses] to be equivalent to those required under  
19 subsection (a) [BHA I specialized training].

20  
21 **(c) Behavioral Health Aide I Practicum.** After completion of the training listed in subsection  
22 (a) [BHA I specialized training program] or (b) [BHA I alternative training] of this section, the applicant  
23 must additionally complete a 100 hour clinical practicum under the direct supervision of a licensed  
24 behavioral health clinician or behavioral health professional. The applicant must satisfactorily perform  
25 each of the following:

- 26 (1) no fewer than 25 hours of providing client orientation to services including screening  
27 and initial intake, with appropriate case documentation;
- 28 (2) no fewer than 25 hours of providing case management and referral with appropriate  
29 case documentation;
- 30 (3) no fewer than 35 hours of providing village-based community education, prevention,  
31 and early intervention services with appropriate case documentation; and
- 32 (4) the balance of the hours must be related to practicum components listed in subsections  
33 (c)(1) through (c)(3) of this section.
- 34

35 **(d) Behavioral Health Aide I Work Experience.**

36 **(1) Minimum Experience.** Prior to being certified as a behavioral health aide I, a person,  
37 who seeks certification based on training or education described in subsections (a) [BHA I specialized  
38 training] or (b) [BHA I alternative training], must have provided village-based behavioral health services  
39 for no fewer than 1,000 hours under the direct supervision of a licensed behavioral health clinician or  
40 behavioral health professional.

41  
42 **(2) Exceptions and Substitutions.** An applicant who demonstrates that he or she satisfies  
43 the applicable requirements of section 2.40.500 [BHA/P knowledge, skills, and scope of practice] and has  
44 the capacity to provide culturally appropriate services in a village setting may substitute experience, or be  
45 exempted from the experience requirement, as provided in subparagraphs (A) and (B) of this paragraph.

46 (A) An applicant with experience providing behavioral health services other than  
47 that described in subsection (d)(1) [minimum experience] or who has education and training beyond that  
48 required for this level of certification may substitute such training and education.

49 (B) Relevant practice experience acquired while obtaining the education or training  
50 required under subsection (a) [BHA I specialized training] or subsection (b) [BHA I alternative training]

1 may be relied upon to satisfy the requirement under subsection (d)(1) [minimum experience] on an hour  
2 for hour basis.

3  
4 **History:** June 12, 2014, Section 2.40.100(b)(c) and (d) were amended. June 18, 2008, Section 2.40.100 was  
5 added.

6  
7 **Sec. 2.40.110. Clinical Supervision Requirement for Behavioral Health Aide I.** Except as  
8 provided in section 2.40.010(b) [supervision of BHA/Ps; levels of supervision], a behavioral health aide I  
9 requires the direct supervision by a licensed behavioral health clinician or a behavioral health professional  
10 when carrying out any of the activities referred to in subsection (b) [knowledge and skills] of sections:

- 11 (1) 2.40.510 [foundational skills in client and community engagement];
- 12 (2) 2.40.515 [foundational knowledge to be applied in all activities];
- 13 (3) 2.40.520 [foundational professional readiness];
- 14 (4) 2.40.525 [prevention, community education, and community organizing];
- 15 (5) 2.40.530 [routine contact, screening, assessment, and evaluation];
- 16 (6) 2.40.535 [treatment planning];
- 17 (7) 2.40.540 [community resources and referral];
- 18 (8) 2.40.545 [case management, coordination, and monitoring treatment plans];
- 19 (9) 2.40.550 [medication management];
- 20 (10) 2.40.555 [counseling];
- 21 (11) 2.40.560 [crisis management]; and
- 22 (12) 2.40.565 [supervision, training, and professional development].

23  
24 **History:** June 18, 2008, Section 2.40.110 was added.

25  
26 **Sec. 2.40.200. Behavioral Health Aide II Training, Practicum, and Experience**  
27 **Requirements.** A person meets the training and education, practicum, and experience requirements to be  
28 a certified behavioral health aide II upon successful completion of the requirements set forth in subsection  
29 (a) [prerequisites], and subsections (b) [BHA II specialized training program] or (c) [BHA II alternative  
30 training], and subsections (d) [BHA II practicum] and (e) [BHA II work experience] of this section.

31  
32 **(a) Prerequisites.** A behavioral health aide II must satisfy all requirements applicable to a BHA  
33 I under sections 2.40.100 [BHA I training, practicum, & experience requirements] and 2.40.500 [BHA/P  
34 knowledge, skills, and scope of practice].

35  
36 **(b) Behavioral Health Aide II Specialized Training Program.** The behavioral health aide II  
37 specialized training program is comprised of Board approved courses, or their equivalent, that satisfy the  
38 requirements of sections:

- 39 (1) 8.20.220 [psycho-physiology and behavioral health];
- 40 (2) 8.20.225 [introduction to co-occurring disorders];
- 41 (3) 8.20.228 [tobacco dependency treatment];
- 42 (4) 8.20.230 [DSM practice application];
- 43 (5) 8.20.235 [advanced interviewing skills];
- 44 (6) 8.20.240 [ASAM patient placement criteria practice application];
- 45 (7) 8.20.245 [case studies and clinical case management];
- 46 (8) 8.20.250 [traditional health based practices];
- 47 (9) 8.20.255 [intermediate therapeutic group counseling];
- 48 (10) 8.20.260 [applied crisis management];
- 49 (11) 8.20.270 [community development approach to prevention]; and
- 50 (12) 8.20.275 [family systems II].



1           **(c) Behavioral Health Aide II Alternative Training.**

2           **(1) Required Content.** In lieu of completing one or more of the specialized training  
3 courses described in subsection (b) [BHA II specialized training program], a person may satisfy the  
4 course requirements for certification as a behavioral health aide II by successfully completing courses of  
5 study determined by the Board under Sec. 8.20.010 [equivalent courses] to be equivalent to those required  
6 under subsection (b) [BHA II specialized training].

7                   (A) Such course of study must have included the content equivalent to that described  
8 in subsection (b) [BHA II specialized training program]; or

9                   (B) to the extent it did not, the person successfully completed the courses listed in  
10 subsection (b) as necessary to fill any gaps.

11  
12           **(d) Behavioral Health Aide II Practicum.** After meeting the requirements of subsection (a)  
13 [prerequisites] and completion of the training listed in subsection (b) [BHA II specialized training] or (c)  
14 [BHA II alternative training] of this section, the applicant must additionally complete a 100 hour clinical  
15 practicum under the direct supervision of a licensed behavioral health clinician or behavioral health  
16 professional. The applicant satisfactorily perform each of the following:

17                   (1) no fewer than 35 hours of providing client substance use assessment and treatment  
18 planning using the *Diagnostic and Statistical Manual* and American Society of Addiction Medicine  
19 patient placement criteria with appropriate case documentation;

20                   (2) no fewer than 30 hours of providing rehabilitative services (e.g., comprehensive  
21 community support services or therapeutic behavioral health service) with appropriate case  
22 documentation;

23                   (3) no fewer than 25 hours of providing community readiness evaluation and prevention  
24 plan development with appropriate case documentation; and

25                   (4) the balance of the hours must be related to practicum components listed in subsections  
26 (d)(1) through (d)(3) of this section.

27  
28           **(e) Behavioral Health Aide II Work Experience.**

29           **(1) Minimum Experience.** Except as provided in paragraph (2) [exceptions and  
30 substitutions] of this subsection, prior to being certified as a behavioral health aide II, a person, who seeks  
31 certification based on training or education described in subsections (b) [BHA II specialized training] or  
32 (c) [alternative training], must have provided village-based behavioral health services for no fewer than  
33 2,000 hours under the direct or indirect (as applicable) supervision of a licensed behavioral health  
34 clinician or behavioral health professional.

35  
36           **(2) Exceptions and Substitutions.** An applicant who demonstrates that he or she satisfies  
37 the applicable requirements of section 2.40.500 [BHA/P knowledge, skills, & scope of practice] and has  
38 the capacity to provide culturally appropriate services in a village setting may substitute experience, or be  
39 exempted from the experience requirement, as provided in subparagraphs (A) and (B) of this paragraph.

40                   (A) An applicant with experience providing behavioral health services other than  
41 that described in subsection (e)(1) [minimum experience] or who has education and training beyond that  
42 required for this level of certification may substitute such training and education.

43                   (B) Relevant practice experience acquired while obtaining the education or training  
44 required under subsections (b) [BHA II specialized training] or (c) [BHA II alternative training] and in  
45 meeting the experience requirements for certification as a behavioral health aide I may be relied upon to  
46 satisfy the experience requirement under subsection (e)(1) [minimum experience] on an hour for hour  
47 basis.

48  
49           **History:** June 12, 2014, Section 2.40.200 (c)(d) and (e) were amended. June 18, 2008, Section 2.40.200 was  
50 added.

**Sec. 2.40.210. Clinical Supervision Requirement for Behavioral Health Aide II.**

Except as provided in section 2.40.010(b)[supervision of BHA/Ps; levels of supervision], a behavioral health aide II requires supervision by a licensed behavioral health clinician or a behavioral health professional, as provided below:

(a) direct supervision when carrying out any of the activities referred to in subsection (b) [knowledge and skills] of sections:

- (1) 2.40.535 [treatment planning];
- (2) 2.40.550 [medication management];
- (3) 2.40.555 [counseling];
- (4) 2.40.560 [crisis management]; and
- (5) 2.40.565 [supervision, training, and professional development]; and

(b) indirect supervision when carrying out any of the activities referred to in subsection (b) [knowledge and skills] of sections:

- (1) 2.40.510 [foundational skills in client and community engagement];
- (2) 2.40.515 [foundational knowledge to be applied in all activities];
- (3) 2.40.520 [foundational professional readiness];
- (4) 2.40.525 [prevention, community education, and community organizing];
- (5) 2.40.530 [routine contact, screening, assessment, and evaluation];
- (6) 2.40.540 [community resources and referral]; and
- (7) 2.40.545 [case management, coordination, and monitoring treatment plans].

**History:** June 18, 2008, Section 2.40.210 was added.

**Sec. 2.40.300. Behavioral Health Aide III Training, Practicum, and Experience**

**Requirements.** A person meets the training and education, practicum, and experience requirements to be a certified behavioral health aide III upon successful completion of the requirements set forth in subsection (a) [prerequisites], and subsections (b) [BHA III specialized training program] or (c) [BHA III alternative training], and subsections (d) [BHA III practicum] and (e) [BHA III work experience] of this section.

**(a) Prerequisites.** A behavioral health aide III must satisfy all requirements applicable to a behavioral health aide I and II under sections 2.40.100 [BHA I training, practicum, and experience requirements], 2.40.200 [BHA II training, practicum, and experience requirements] and 2.40.500 [BHA/P knowledge, skills, and scope of practice].

**(b) Behavioral Health Aide III Specialized Training Program.** The behavioral health aide III specialized training program is comprised of Board approved courses, or their equivalent, that satisfy the requirements of sections:

- (1) 8.20.325 [treatment of co-occurring disorders];
- (2) 8.20.335 [advanced behavioral health clinical care];
- (3) 8.20.340 [documentation and quality assurance];
- (4) 8.20.345 [introduction to case management supervision];
- (5) 8.20.350 [applied case studies in Alaska Native culture based issues];
- (6) 8.20.370 [behavioral health clinical team building];
- (7) 8.20.385 [introduction to supervision]; and
- (8) 8.20.390 [child development].

**(c) Behavioral Health Aide III Alternative Training.**

**(1) Required Content.** In lieu of completing the specialized training courses described in subsection (b) [BHA III specialized training program], a person may satisfy the course requirements for certification as a behavioral health aide III by successfully completing courses of study determined by the

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1 Board under Sec. 8.20.010 [equivalent courses] to be equivalent to those required under subsection (b)  
2 [BHA III specialized training].

3 (A) Such course of study must have included the content equivalent to that described  
4 in subsection (b) [BHA III specialized training program]; or

5 (B) to the extent it did not, the person successfully completed the courses listed in  
6 subsection (b) as necessary to fill any gaps.

7  
8 **(d) Behavioral Health Aide III Practicum.** After meeting the requirements of subsection (a)  
9 [prerequisites] and completion of the training listed in subsection (b) [BHA III specialized training] or (c)  
10 [BHA III alternative training] of this section, the applicant must additionally complete a 100 hour clinical  
11 practicum under the direct supervision of a licensed behavioral health clinician or behavioral health  
12 professional. The applicant must satisfactorily perform each of the following components:

13 (1) no fewer than 45 hours of providing behavioral health clinical assessment, treatment  
14 planning, and rehabilitative services for clients with issues related to co-occurring disorders;

15 (2) no fewer than 20 hours of providing quality assurance case review with documentation  
16 of review activity;

17 (3) no fewer than 20 hours of providing clinical team leadership by leading clinical team  
18 case reviews; and

19 (4) the balance of the hours must be related to practicum components listed in subsections  
20 (d)(1) through (d)(3) of this section.

21  
22 **(e) Behavioral Health Aide III Work Experience.**

23 **(1) Minimum Experience.** Except as provided in paragraph (2) [exceptions and  
24 substitutions] of this subsection, prior to being certified as a behavioral health aide III, a person, who  
25 seeks certification based on training or education described in subsections (b) [BHA III specialized  
26 training] (c) [alternative training], must have provided village-based behavioral health services for no  
27 fewer than 4,000 hours under the direct or indirect supervision (as applicable) of a licensed behavioral  
28 health clinician or behavioral health professional.

29  
30 **(2) Exceptions and Substitutions.** An applicant who demonstrates that he or she satisfies  
31 the applicable requirements of section 2.40.500 [BHA/P knowledge, skills, and scope of practice] and has  
32 the capacity to provide culturally appropriate services in a village setting may substitute experience, or be  
33 exempted from the experience requirement, as provided in subparagraphs (A) through (B) of this  
34 paragraph.

35 (A) An applicant with experience providing behavioral health services other than  
36 that described in subsection (e)(1) [minimum experience] or who has education and training beyond that  
37 required for this level of certification may substitute such training and education.

38 (B) Relevant practice experience acquired while obtaining the education or training  
39 required under subsection (b) [BHA III specialized training] or (c) [alternative training] and in meeting  
40 the experience requirements for certification as a behavioral health aide I and II may be relied upon to  
41 satisfy the experience requirement under subsection (e)(1) [minimum experience] on an hour for hour  
42 basis.

43  
44 **History:** June 12, 2014, Section 2.40.300(c), (d) and (e) were amended. May 15, 2014, Section 2.40.300(b)  
45 was amended. June 18, 2008, Section 2.40.300 was added.

46  
47 **Sec. 2.40.310. Clinical Supervision Requirement for Behavioral Health Aide III.**

48 Except as provided in section 2.40.010(b) [supervision of BHA/Ps; levels of supervision], a certified  
49 behavioral health aide III requires supervision by a licensed behavioral health clinician or a behavioral  
50 health professional, as provided below:

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- 1 (a) direct supervision when carrying out any of the activities referred to in subsection (b)  
2 [knowledge and skills] of section 2.40.560 [crisis management];
- 3 (b) indirect supervision when carrying out any of the activities referred to in subsection (b)  
4 [knowledge and skills] of sections:
- 5 (1) 2.40.535 [treatment planning];  
6 (2) 2.40.545 [case management, coordination, and monitoring treatment plans];  
7 (3) 2.40.550 [medication management];  
8 (4) 2.40.555 [counseling]; and  
9 (5) 2.40.565 [supervision, training, and professional development]; and
- 10 (c) general supervision when carrying out any of the activities referred to in subsection (b)  
11 [knowledge and skills] of sections:
- 12 (1) 2.40.510 [foundational skills in client and community engagement];  
13 (2) 2.40.515 [foundational knowledge to be applied in all activities];  
14 (3) 2.40.520 [foundational professional readiness];  
15 (4) 2.40.525 [prevention, community education, and community organizing];  
16 (5) 2.40.530 [routine contact, screening, assessment, and evaluation]; and  
17 (6) 2.40.540 [community resources and referral].

18  
19 **History:** June 18, 2008, Section 2.40.310 was added.  
20

21 **Sec. 2.40.400. Behavioral Health Practitioner Training, Practicum, and Experience**

22 **Requirements.** A person meets the training and education, practicum and experience requirements to  
23 be a certified behavioral health practitioner upon successful completion of the requirements set forth  
24 in subsection (a) [prerequisites], and subsections (b) [BHP specialized training program] or (c) [BHP  
25 alternative training], and subsections (d) [BHP practicum] and (e) [BHP work experience] of this  
26 section.  
27

28 (a) **Prerequisites.** A behavioral health practitioner must satisfy all requirements applicable to a  
29 behavioral health aide I, II and III under sections 2.40.100 [BHA I training, practicum, and experience  
30 requirements], 2.40.200 [BHA II training, practicum, and experience requirements], 2.40.300 [BHA III  
31 training, practicum, & experience requirements] and 2.40.500 [BHA/P knowledge, skills, and scope of  
32 practice].  
33

34 (b) **Behavioral Health Practitioner Specialized Training Program.** The behavioral health  
35 practitioner specialized training program is comprised of Board approved courses, or their equivalent, that  
36 satisfy the requirements of sections:

- 37 (1) 8.20.400 [issues in village-based behavioral health care];  
38 (2) 8.20.425 [special issues in behavioral health services];  
39 (3) 8.20.485 [competencies for village-based supervision];  
40 (4) 8.20.490 [principles and practice of clinical supervision]; and  
41 (5) 8.20.495 [child-centered interventions].  
42

43 (c) **Behavioral Health Practitioner Alternative Training.**

44 (1) **Required Content.** In lieu of completing one or more of the specialized training  
45 courses described in subsection (b) [BHP specialized training program], a person may satisfy the course  
46 requirements for certification as a behavioral health practitioner by successfully completing courses of  
47 study determined by the Board under Sec. 8.20.010 [equivalent courses] to be equivalent to those required  
48 under subsection (b) [BHP specialized training].

49 (A) Such course of study must have included the content equivalent to that described  
50 in subsection (b) [BHP specialized training program]; or

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1 (B) to the extent it did not, the person successfully completed the courses listed in  
2 subsection (b) as necessary to fill any gaps.

3  
4 **(d) Behavioral Health Practitioner Practicum.** After meeting the requirements of subsection  
5 (a) [prerequisites] and completion of the training listed in subsection (b) [BHP specialized training] or (c)  
6 [BHP alternative training] of this section, the applicant must additionally complete a 100 hour clinical  
7 practicum under the direct supervision of a licensed behavioral health clinician or behavioral health  
8 professional. The individual must satisfactorily perform each of the following:

9 (1) no fewer than 45 hours engaging, mentoring, and supporting, as well as participating in  
10 supervision and evaluation of a behavioral health aide I, II, and III based on the understanding of the  
11 supervisee's level of knowledge and skills, professional goals, and behavior;

12 (2) no fewer than 25 hours of providing clinical team leadership by leading clinical team  
13 case reviews; and

14 (3) the balance of the hours must be related to practicum components listed in subsections  
15 (d)(1) and (d)(2) of this section.

16  
17 **(e) Behavioral Health Practitioner Work Experience.**

18 **(1) Minimum Experience.** Except as provided in paragraph (2) [exceptions and  
19 substitutions] of this subsection, prior to being certified as a behavioral health aide practitioner, a person,  
20 who seeks certification based on training or education described in subsections (b) [BHP specialized  
21 training] or (c) [BHP alternative training], must have provided village-based behavioral health services for  
22 no fewer than 6,000 hours under the direct or indirect (as applicable) supervision of a licensed behavioral  
23 health clinician or behavioral health professional.

24  
25 **(2) Exceptions and Substitutions.** An applicant who demonstrates that he or she satisfies  
26 the applicable requirements of section 2.40.500 [BHA/P knowledge, skills, and scope of practice] and has  
27 the capacity to provide culturally appropriate services in a village setting may substitute experience, or be  
28 exempted from the experience requirement, as provided in subparagraphs (A) and (B) of this paragraph.

29 (A) An applicant with experience providing behavioral health services other than  
30 that described in subsection (e)(1) [minimum experience] or who has education and training beyond that  
31 required for this level of certification may substitute such training and education.

32 (B) Relevant practice experience acquired while obtaining the education or training  
33 required under subsection (b) [BHP specialized training] or (c) [BHP alternative training] and in meeting  
34 the experience requirements for certification as a behavioral health aide I, II and III may be relied upon to  
35 satisfy the experience requirement under subsection (e)(1) [minimum experience] on an hour for hour  
36 basis.

37  
38 **History:** June 12, 2014, Section 2.40.400(b), (c), (d) and (e) were amended. June 18, 2008, Section 2.40.400  
39 was added.

40  
41 **Sec. 2.40.410. Clinical Supervision Requirement for Behavioral Health Practitioner.**

42 Except as provided in section 2.40.010(b) [supervision of BHA/Ps; levels of supervision], a certified  
43 behavioral health practitioner requires supervision by a licensed behavioral health clinician or a  
44 behavioral health professional, as provided below:

45 (a) direct supervision when carrying out any of the activities referred to in subsection (b)  
46 [knowledge and skills] of section 2.40.560 [crisis management];

47 (b) indirect supervision when carrying out any of the activities referred to in subsection (b)  
48 [knowledge and skills] of sections:

49 (1) 2.40.550 [medication management]; and

50 (2) 2.40.555 [counseling]; and

1 (c) general supervision when carrying out any of the activities referred to in subsection (b)  
2 [knowledge and skills] of sections:

- 3 (1) 2.40.510 [foundational skills in client and community engagement];
- 4 (2) 2.40.515 [foundational knowledge to be applied in all activities];
- 5 (3) 2.40.520 [foundational professional readiness];
- 6 (4) 2.40.525 [prevention, community education, and community organizing];
- 7 (5) 2.40.530 [routine contact, screening, assessment, and evaluation];
- 8 (6) 2.40.535 [treatment planning];
- 9 (7) 2.40.540 [community resources and referral];
- 10 (8) 2.40.545 [case management, coordination, and monitoring treatment plans]; and
- 11 (9) 2.40.565 [supervision, training, and professional development].

12  
13 **History:** June 18, 2008, Section 2.40.410 was added.

14  
15 **Sec. 2.40.500. Behavioral Health Aide and Practitioner Knowledge, Skills, and Scope of**  
16 **Practice.**

17  
18 (a) **Minimum Knowledge and Skills.** In addition to meeting all other requirements of sections  
19 2.40.100 [BHA I training, practicum, and experience requirements], 2.40.200 [BHA II training,  
20 practicum, and work experience], 2.40.300 [BHA III training, practicum, and work experience], and  
21 2.40.400 [BHP training, practicum, and work experience], as applicable to the level of certification for  
22 which the individual is applying, the behavioral health aide or practitioner must understand and  
23 successfully demonstrate and maintain the knowledge and skills listed in subsection (b) [knowledge and  
24 skills] of sections 2.40.510 [foundational skills in client and community engagement], through 2.40.565  
25 [supervision, training, and professional development] at the applicable level of performance described in  
26 subsection (a) [level of performance] of each of these sections.

27  
28 (b) **Scope of Practice.** Except as provided in section 2.40.010(b)(4) [supervision of BHA/Ps;  
29 levels of supervision; (individualized protocols)], a certified behavioral health aide or practitioner must  
30 limit their scope of practice to performing only those activities described in subsection (b) [knowledge  
31 and skills] of the sections listed in subsection (a) [minimum knowledge and skills] of this section at the  
32 applicable level of performance described in subsection (a) level of performance] of each of these  
33 sections.

34  
35 **History:** June 18, 2008, Section 2.40.500 was added.

36  
37 **Sec. 2.40.510. Foundational Skills in Client and Community Engagement.**

38  
39 (a) **Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
40 knowledge and perform the skills and competencies described in subsection (b) [knowledge & skills] as  
41 provided in paragraphs (1) through (4) of this subsection, as applicable:

- 42 (1) a behavioral health aide I demonstrates the skill, applies it as directed, and routinely  
43 seeks assistance;
- 44 (2) a behavioral health aide II utilizes the knowledge or skill consistently and recognizes  
45 when to seek assistance;
- 46 (3) a behavioral health aide III utilizes the knowledge or skills consistently as a means  
47 toward meeting treatment goals; and
- 48 (4) a behavioral health practitioner applies knowledge to mentor and support others in the  
49 use of the skill and to participate in supervision and evaluation of behavioral health aides I, II and III.

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1           **(b) Knowledge and Skills.** Client and community engagement require a behavioral health aide  
2 or practitioner to

3           (1) demonstrate client centered communication that focuses on the concerns and decisions  
4 of the client by

5                   (A) demonstrating active, reflective listening and communication skills;

6                   (B) demonstrating capacities of warmth (acceptance, respect, commitment and  
7 unconditional regard), empathy (ability to perceive and communicate, accurately and with sensitivity, the  
8 feelings of an individual and the meaning of those feelings) and genuineness (openness, spontaneity, and  
9 congruence) in communication;

10           (2) demonstrate cultural competence by

11                   (A) valuing diversity;

12                   (B) conducting self-assessment;

13                   (C) managing the dynamics of difference (e.g. engaging in activities that help reduce  
14 any negative impacts of cultural differences);

15                   (D) acquiring and incorporating cultural knowledge in practice; and

16                   (E) adapting to diversity and the cultural contexts of the villages;

17           (3) promote mutual respect by being

18                   (A) knowledgeable about cultural differences and their impact on attitudes and  
19 behaviors;

20                   (B) sensitive, understanding, and non-judgmental in dealings with others; and

21                   (C) flexible in responding and adapting to different cultural contexts and  
22 circumstances, including recognizing that acculturation occurs differently and at different rates even  
23 within the same family;

24           (4) demonstrate ability to apply critical judgment in interactions in evaluating information  
25 from the client and assessing the need to follow-up;

26           (5) demonstrate ability to communicate appropriately with client’s significant others and  
27 family; and

28           (6) act professionally in client interactions and in the community.

29  
30           **History:** June 18, 2008, Section 2.40.510 was added.

31  
32           **Sec. 2.40.515. Foundational Knowledge to Be Applied in All Activities.**

33  
34           **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
35 knowledge and perform the skills and competencies described in subsection (b) as provided in paragraphs  
36 (1) through (4) of this subsection, as applicable:

37           (1) a behavioral health aide I recognizes issues and provides general information to clients  
38 and the community that incorporates that recognition;

39           (2) a behavioral health aide II recognizes symptoms, condition, or characteristics and  
40 responds therapeutically with support from the supervisor;

41           (3) a behavioral health aide III applies knowledge in interaction with a client in the  
42 assessment and treatment of that client; and

43           (4) a behavioral health practitioner applies knowledge to mentor and support others in the  
44 use of the skill and to participate in supervision and evaluation of behavioral health aides I, II and III.

45  
46           **(b) Knowledge and Skills.** A behavioral health aide and practitioner must apply in all activities  
47 the fundamental knowledge and skills described below:

48           (1) community culture, language, history, and demographics and stages of acculturation;

49           (2) inter-generational losses and trauma (e.g. flu epidemic, boarding schools, suicide), with  
50 emphasis on experience in Alaska, and their application to individuals and communities and risk and

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- 1 experience of substance use and mental health disorders and other disruptive or traumatic experiences  
2 (e.g. child abuse, domestic violence);
- 3 (3) role of gender, including its role in the culture being served;
- 4 (4) life span development (e.g. developmental milestones and expectations at various  
5 stages) with emphasis on differences that may occur among cultures;
- 6 (5) general characteristics and dynamics of families and significant others, including  
7 (A) familiarity with role of extended family and kinship within the culture (e.g.  
8 cultural placement and adoption, clan systems);  
9 (B) ability to develop with client genograms and sociograms (including multi-  
10 generational biological and formal and informal familial relationships and other significant relationships);  
11 (C) effect of family disruption due to illness, separation and divorce, death, abuse,  
12 legal interventions and other causes;
- 13 (6) strategies for improving health (e.g. how increased physical activity can reduce  
14 symptoms of depression);
- 15 (7) substance use and mental health disorders, co-occurring disorders and other behavioral  
16 issues, including characteristics of addictive behavior, addiction, abuse and violence, and separation and  
17 loss;
- 18 (8) interaction between substance use disorders and mental health disorders;
- 19 (9) how to screen for medical and substance use and mental health disorders and their  
20 symptoms;
- 21 (10) risk factors for substance use and mental health disorders, including impact of risk  
22 behaviors (e.g. infectious diseases);
- 23 (11) behavioral, psychological, physical health and social effects, including symptoms  
24 associated with use, of most prevalent psychoactive substances (licit and illicit), provided;
- 25 (12) effects of substance use and mental health disorders on physical health (egs. diabetes,  
26 cardiac disease, cancer, etc.);
- 27 (13) effects of substance use and mental health disorder on families and significant others;
- 28 (14) Alaska Native traditional communication and support and their role in prevention and  
29 treatment (e.g. storytelling, deferring to elders, talking circles); and  
30 (15) the role of research and reported experience in developing best practices.

31  
32 **History:** June 18, 2008, Section 2.40.515 was added.  
33

34 **Sec. 2.40.520. Foundational Professional Readiness.**  
35

- 36 (a) **Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
37 knowledge and perform the skills and competencies described in
- 38 (1) subsections (b)(1) [Ethics], (b)(2) [Consent], and (b)(3) [Confidentiality and Privacy] as  
39 provided in paragraphs (A) through (D) of this paragraph, as applicable:
- 40 (A) a behavioral health aide I demonstrates the skill, applies it as directed, and  
41 routinely seeks assistance;
- 42 (B) a behavioral health aide II utilizes the skill consistently and recognizes when to  
43 seek assistance;
- 44 (C) a behavioral health aide III consistently applies the principles to specific client  
45 and community situations; and
- 46 (D) a behavioral health practitioner applies knowledge to mentor and support others  
47 in the use of the skill and to participate in supervision and evaluation of behavioral health aides I, II and  
48 III; and
- 49 (2) subsection (b)(4) [Documentation] as provided in subparagraphs (A) through (D) of this  
50 paragraph, as applicable:



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1 (A) a behavioral health aide I demonstrates the skill, applies it as directed, and  
2 routinely seeks assistance;

3 (B) a behavioral health aide II utilizes the skill consistently and recognizes when to  
4 seek assistance;

5 (C) a behavioral health aide III consistently applies the principles to specific client  
6 and community work; and

7 (D) a behavioral health practitioner applies knowledge to mentor and support others  
8 in the use of the skill and to participate in supervision and evaluation of behavioral health aides I, II and  
9 III.

10  
11 **(b) Knowledge and Skills.** Professional readiness requires a behavioral health aide or  
12 practitioner to:

13 **(1) Ethics.**

14 (A) Demonstrate understanding of Behavioral Health Aide Code of Ethics and  
15 ethical considerations of helping professions;

16 (B) demonstrate understanding of professional standards from the perspective of  
17 laws to agency policies;

18 (C) demonstrate understanding of personal and professional boundaries and  
19 application of them appropriately in a village setting, including identification of personal relationships and  
20 potential conflicts that may make certain client interactions inappropriate;

21 (D) demonstrate understanding of and communicate with the client about the client's  
22 rights and responsibilities;

23 (E) protect and advocate client's rights;

24 (F) incorporate advances in clinical practice to improve services and seeks  
25 continuing education;

26 (G) seek out and accept supervision, as required or needed; and

27 (H) model appropriate personal and professional behavior within the community;

28  
29 **(2) Consent.**

30 (A) Demonstrate understanding of client consent;

31 (B) apply special rules that are applicable to

32 (i) minors;

33 (ii) individuals subject to guardianships or other court orders that authorize  
34 others to grant consent on their behalf, and

35 (iii) individuals who may have limited capacity to understand and therefore to  
36 consent;

37 (C) provide information and obtains appropriate level of consent prior to providing  
38 services; and

39 (D) be aware of and respond appropriately in situations in which exceptions to the  
40 requirement for consent apply (e.g. involuntary commitments and reporting obligations);

41  
42 **(3) Confidentiality and Privacy.**

43 (A) Comply with applicable laws requiring confidentiality, including the Health  
44 Insurance Portability and Accountability Act ("HIPAA"), Federal Privacy Act (including 42 C.F.R. Part 2  
45 regulations applicable to alcohol and substance abuse programs), and laws and regulations that may be  
46 applicable based on the way in which service is delivered or the payer for the service, if any;

47 (B) demonstrate understanding of laws and doctrines limiting application of  
48 confidentiality laws, including exceptions provided for in confidentiality laws, mandatory reporting laws,  
49 and situations in which there is risk of harm to an individual or others;

50 (C) comply with formal requirements that must be satisfied prior to disclosure of  
51 otherwise confidential information;

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- 1 (D) accurately inform clients and others about the protections and limits of  
2 confidentiality, including those that apply in family and group counseling, when applicable;  
3 (E) assist clients to understand options regarding disclosure of information held by  
4 the behavioral health aide or practitioner’s agency;  
5 (F) assist clients to appropriately authorize disclosure of confidential information  
6 held by other agencies;  
7 (G) obtain appropriate authority for disclosure of otherwise confidential information  
8 prior to disclosure, including information obtained from other agencies;  
9 (H) protect written and electronic information regarding clients from breaches of  
10 confidentiality by maintaining appropriate security, including locking cabinets and using electronic  
11 security measures;  
12 (I) maintain confidences and privacy of clients and others, even when not required  
13 to do so by confidentiality laws or policies;  
14 (J) when sharing information does so in a respectful manner;  
15 (K) communicate with clients and others in a way most designed to minimize  
16 disclosures of confidential information;  
17 (L) protect client anonymity in provision of information for statistical reporting and  
18 research; and  
19 (M) assist in assuring that all individuals with working in or using the offices in  
20 which behavioral health services are provided are familiar with and abide by the requirements of this  
21 paragraph.

22  
23 **(4) Documentation.**

- 24 (A) Demonstrate understanding of professional documentation practices and  
25 appropriate use of different documentation formats, including those specific to screening, intake,  
26 treatment plans, monitoring treatment (including family and group counseling) and discharge (including  
27 dating and signing all documentation);  
28 (B) maintain orderly records of all client and client-related contacts;  
29 (C) maintain record of non-client related activities;  
30 (D) complete documentation on a timely basis;  
31 (E) respond appropriately to client requests to review records; and  
32 (F) when reviewing records with client, do so with sensitivity and assists client to  
33 understand the information.

34  
35 **History:** June 18, 2008, Section 2.40.520 was added.

36  
37 **Sec. 2.40.525. Prevention, Community Education, and Community Organizing.**

38  
39 **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
40 knowledge and perform the skills and competencies described in subsection (b) as provided in paragraphs  
41 (1) through (4) of this subsection, as applicable:

- 42 (1) a behavioral health aide I demonstrates the skill, applies it as directed, and routinely  
43 seeks assistance;  
44 (2) a behavioral health aide II utilizes the skill consistently and recognizes when to seek  
45 assistance;  
46 (3) a behavioral health aide III consistently applies the skills to specific client and  
47 community situations; and  
48 (4) a behavioral health practitioner applies knowledge to mentor and support others in the  
49 use of the skill and to participate in supervision and evaluation of behavioral health aides I, II and III.

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1           **(b) Knowledge and Skills.** Prevention, community education and community organizing  
2 require a behavioral health aide or practitioner to:  
3           (1) use foundational knowledge to educate clients, other individuals, and the community as  
4 part of primary prevention or to fortify treatment strategies;  
5           (2) in individual and community settings, de-stigmatize mental health and substance use  
6 disorders and seeking help to address these disorders;  
7           (3) use community gatherings to encourage support for healthy behaviors and community  
8 stability;  
9           (4) participate in community-based advocacy and in work-groups that are focused on  
10 prevention and early intervention efforts related to behavioral health issues;  
11           (5) work with community leadership and elders to develop supports for at-risk individuals  
12 and families;  
13           (6) understand and communicates the difference between prevention and treatment  
14 processes;  
15           (7) recognize and engage with individuals at risk; and  
16           (8) assess community readiness for prevention and early intervention activities (e.g.  
17 community surveys, work with community leaders and subgroups), provided  
18           (A) a behavioral health aide I may administer surveys;  
19           (B) a behavioral health aide II contributes to developing survey tools and other  
20 readiness assessment strategies;  
21           (C) a behavioral health aide III interacts directly with village leaders with regard to  
22 development of and carrying out the assessment; and  
23           (D) a behavioral health practitioner is able to initiate programs and services in  
24 response to community feedback.

25  
26           **History:** June 18, 2008, Section 2.40.525 was added.

27  
28           **Sec. 2.40.530. Routine Contact, Screening, Assessment, and Evaluation.**

29  
30           **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
31 knowledge and perform the skills and competencies described in subsection (b) as provided in paragraphs  
32 (1) through (4) of this subsection, as applicable:

33           (1) a behavioral health aide I demonstrates the skill, applies it as directed, and routinely  
34 seeks assistance;  
35           (2) a behavioral health aide II utilizes the skill consistently and seeks additional  
36 intervention or assistance as needed to achieve the purpose of the interaction; and  
37           (3) a behavioral health aide III engages the client more effectively based on a  
38 understanding of the client's information or behavior; and  
39           (4) a behavioral health practitioner performs the skill independently, subject to applicable  
40 restrictions, and applies knowledge to mentor and support others in the use of the skill and to participate  
41 in supervision and evaluation of the skill in behavioral health aides I, II and III.

42  
43           **(b) Knowledge and Skills.** Routine contact, screening, assessment, and evaluation require a  
44 behavioral health aide or practitioner, in non-emergency situations, to

45           (1) gather basic demographic information;  
46           (2) demonstrate sensitivity to the client's personal level of assimilation or acculturation;  
47           (3) assess client's literacy in English (oral and written), as is relevant to the client's  
48 situation or treatment, and arranges for appropriate assistance and/or services;  
49           (4) assess the extent to which there are language barriers and arrange for appropriate  
50 assistance and services;

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- 1           (5) assist clients to complete appropriate screening tools intended to initially identify  
2 substance use disorders, mental health conditions, or other behavioral health issues;  
3           (6) score the screening tool;  
4           (7) identify additional evaluation that may be needed;  
5           (8) gather additional bio-psycho-social information through a standardized interview  
6 process, including medical history;  
7           (9) identify immediate risk of harming self or others and intervenes;  
8           (10) evaluate information obtained during intake, including likelihood or presence of co-  
9 occurring conditions, and determines whether additional evaluation is necessary;  
10          (11) communicate with client regarding need for referral for additional evaluation;  
11          (12) organize referral material, including written materials when required;  
12          (13) communicate directly with the person or agency to whom the client is being referred for  
13 additional evaluation;  
14          (14) complete, when appropriate, American Society of Addiction Medicine (“ASAM”)   
15 alcohol and drug screening criteria used for treatment planning and “best fit” of level of rehabilitative  
16 care; and  
17          (15) evaluate substance use and mental health conditions using criteria contained within the  
18 current *Diagnostic and Statistical Manual*.

19  
20           **History:** June 18, 2008, Section 2.40.530 was added.

21  
22           **Sec. 2.40.535. Treatment Planning.**

23  
24           **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
25 knowledge and perform the skills and competencies described in subsection (b) as provided in paragraphs  
26 (1) through (4) of this subsection, as applicable:

- 27           (1) a behavioral health aide I demonstrates the skill, applies it as directed, and routinely  
28 seeks assistance;  
29           (2) a behavioral health aide II utilizes the skill consistently and identifies when additional  
30 intervention or assistance may be needed to achieve the purpose of the interaction; and  
31           (3) a behavioral health aide III engages the client more effectively based on a  
32 understanding of the client’s information or behavior; and  
33           (4) a behavioral health practitioner performs the skill independently, subject to applicable  
34 restrictions, and applies knowledge to mentor and support others in the use of the skill and to participate  
35 in supervision and evaluation of behavioral health aides I, II and III.

36  
37           **(b) Knowledge and Skills.** Treatment planning, which is to be carried out with the active  
38 participation of the client to the maximum extent possible, requires the behavioral health aide or  
39 practitioner to

- 40           (1) (A) be aware of a variety of treatment interventions and modalities;  
41               (B) evaluate their appropriateness based on experience and research; and  
42               (C) select those most appropriate to meet the client’s needs;  
43           (2) encourage client willingness to participate in planning;  
44           (3) develop a list of client strengths, needs, and other issues;  
45           (4) evaluate the identified client’s  
46               (A) substance use and mental health disorder;  
47               (B) other behavioral health issues, if any;  
48               (C) strengths and how to use them to improve the likelihood of positive outcomes  
49 for the client;  
50           (5) communicate the outcomes of the assessment;  
51           (6) assist client to understand his or her condition and the effects on the client and others;

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- 1 (7) assess readiness for treatment;  
2 (8) assist client to identify desired outcomes and the objectives necessary to achieve those  
3 outcomes;  
4 (9) discuss treatment options;  
5 (10) solicit response to options;  
6 (11) identify other resources for the client, including family, and services available in the  
7 community and outside the community;  
8 (12) identify the issues that will be addressed initially and longer term;  
9 (13) establish treatment goals with maximum client participation;  
10 (14) assist client to communicate needs to family or other significant people and, as  
11 appropriate, communicate directly with the client’s family and other significant people;  
12 (15) plan course of initial and continued interaction; and  
13 (16) evaluate progress and modify the plan appropriately.  
14

15 **History:** June 18, 2008, Section 2.40.535 was added.  
16

17 **Sec. 2.40.540. Community Resources and Referral.**  
18

19 **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
20 knowledge and perform the skills and competencies described in subsection (b) as provided in paragraphs  
21 (1) through (4) of this subsection, as applicable:

- 22 (1) a behavioral health aide I demonstrates the skill, applies it as directed, and routinely  
23 seeks assistance;  
24 (2) a behavioral health aide II utilizes the skill consistently and identifies when additional  
25 intervention or assistance may be needed to achieve the purpose of the interaction;  
26 (3) a behavioral health aide III applies knowledge and skills to increase access to resources  
27 and engages the client more effectively based on a understanding of the community and the client’s  
28 information or behavior; and  
29 (4) a behavioral health practitioner performs the skill independently, subject to applicable  
30 restrictions, and applies knowledge to mentor and support others in the use of the skill and to participate  
31 in supervision and evaluation of behavioral health aides I, II and III.  
32

33 **(b) Knowledge and Skills.** Use of community resources and referral requires the behavioral  
34 health aide or practitioner to:

- 35 (1) obtain client information from service providers who have knowledge of the client;  
36 (2) know about professional, agency, volunteer, organized, or pre-existing resources that  
37 exist in the community;  
38 (3) know about resources to assist client to access services, including eligibility for tribal  
39 health program and to Medicaid, Medicare, and other insurance;  
40 (4) identify traditional support and intervention resources, e.g. elders, traditional healers,  
41 shaman;  
42 (5) access various services - including how to determine eligibility for services and to  
43 complete the intake process;  
44 (6) use traditional support and intervention resources appropriately;  
45 (7) identify other community resources that can be brought to bear and know how to  
46 engage them;  
47 (8) if a behavioral health aide III or a behavioral health aide practitioner, identify resources  
48 outside the community that may be needed (either to be brought in or to which the client may be referred);  
49 (9) motivate and assist client to accept referral services;  
50 (10) ensure that each referral was accepted and the client received the services, and, if not,  
51 make an alternative plan;

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- 1 (11) if client accepted for referral services:  
2 (A) monitor the course of treatment as it proceeds;  
3 (B) support the client and referral provider;  
4 (C) continue to motivate the client to use services, as appropriate;  
5 (D) participate in developing and monitoring the discharge plan;  
6 (E) obtain the discharge plan; and  
7 (F) use the referral agency’s discharge plan in follow-up with the treatment plan;  
8 (12) initiate collaboration with other providers, including those from other disciplines;  
9 (13) work with treatment teams within the behavioral health aide’s or practitioner’s agency  
10 and across agencies to ensure coordination of services for the client;  
11 (14) establish routine working relationships and collaboration among agencies, programs,  
12 and others involved in treatment and monitoring services; and  
13 (15) assist in negotiating formal relationships with other agencies, including development of  
14 written agreements regarding service delivery, prevention activities, and other issues of multi-agency  
15 concern.

16  
17 **History:** June 18, 2008, Section 2.40.540 was added.  
18

19 **Sec. 2.40.545. Case Management, Coordination, and Monitoring Treatment Plans.**

20  
21 **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
22 knowledge and perform the skills and competencies described in subsection (b) as provided in paragraphs  
23 (1) through (4) of this subsection, as applicable:

- 24 (1) a behavioral health aide I demonstrates the skill, applies it as directed, and routinely  
25 seeks assistance;  
26 (2) a behavioral health aide II utilizes the skill consistently and identifies when additional  
27 intervention or assistance may be needed to achieve the purpose of the interaction;  
28 (3) a behavioral health aide III applies knowledge and skills to increase access to resources  
29 and engages the client more effectively based on a understanding of the client’s information or behavior;  
30 and  
31 (4) a behavioral health practitioner performs the skill independently, subject to applicable  
32 restrictions, and applies knowledge to mentor and support others in the use of the skill and to participate  
33 in supervision and evaluation of behavioral health aides I, II and III.

34  
35 **(b) Knowledge and Skills.** Case management, coordination of services, and monitoring  
36 treatment plans require a behavioral health aide or practitioner to

- 37 (1) implement plan (e.g. referral, begin treatment services);  
38 (2) assess client progress on a continuous basis, including beneficial and detrimental  
39 behaviors of the client that affect treatment progress;  
40 (3) review treatment plan, with the client when feasible, at regular intervals and as needed  
41 and adjust treatment plans, as needed;  
42 (4) encourage client participation in the plan and address issues that impede progress with  
43 the plan;  
44 (5) recognize when progress slowed and, as appropriate, address barriers and assist to  
45 motivate the client;  
46 (6) reach out to clients who are not following through with the plan of service;  
47 (7) recognize crisis events as they occur during the course of a treatment plan and  
48 intervene; and  
49 (8) engage in discharge planning, including identification of other services from which the  
50 client may benefit (e.g. support groups, other community activities).

1                   **History:** June 18, 2008, Section 2.40.545 was added.  
2

3                   **Sec. 2.40.550. Medication Management.**  
4

5                   **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
6 knowledge and perform the skills and competencies described in subsection (b) as provided in paragraphs  
7 (1) through (4) of this subsection, as applicable:

8                   (1) a behavioral health aide I demonstrates the skill, applies it as directed, and routinely  
9 seeks assistance;

10                  (2) a behavioral health aide II utilizes the skill consistently and identifies when additional  
11 intervention or assistance may be needed to achieve the purpose of the interaction;

12                  (3) a behavioral health aide III applies knowledge and skills and engages the client more  
13 effectively based on a understanding of the client; and

14                  (4) a behavioral health practitioner performs the skill independently, subject to applicable  
15 restrictions, and applies knowledge to mentor and support others in the use of the skill and to participate  
16 in supervision and evaluation of behavioral health aides I, II and III.  
17

18                  **(b) Knowledge and Skills.** Medication management requires the behavioral health aide or  
19 practitioner to

20                  (1) recognize biological, psychological, and social effects of medications;

21                  (2) monitor the client, including

22                         (A) supporting the client to use medications appropriately;

23                         (B) assisting the client to self-monitor response to medication and to report  
24 information about the response accurately to the medical provider who prescribed the medication or who  
25 is providing ongoing medical or psychiatric care to the client;

26                         (C) assisting client to cooperate with medical monitoring of use of medications,  
27 when necessary, including making and keeping appointments for follow-up testing, such as urinalysis and  
28 blood tests;

29                         (D) supporting the education of the client regarding predictable course of response to  
30 medication and possible side effects;

31                         (E) coaching the client with regard to strategies for following medication regimen  
32 (e.g. keeping logs, using pill boxes, soliciting family help to remember to take medication);

33                  (3) assist the client to identify when there is a less than desirable or negative outcome and  
34 refer the client for appropriate follow-up; and

35                  (4) assist the family and other support systems to participate in medication monitoring, as  
36 appropriate.  
37

38                   **History:** June 18, 2008, Section 2.40.550 was added.  
39

40                  **Sec. 2.40.555. Counseling.**  
41

42                  **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
43 knowledge and perform the skills and competencies described in

44                  (1) subsections (b)(1) [Individual Counseling] and (b)(2) [Family Counseling], as provided  
45 in paragraphs (A) through (D) of this paragraph, as applicable:

46                  (A) a behavioral health aide I demonstrates the skill at a basic level, applies it as  
47 directed, and routinely seeks assistance;

48                  (B) a behavioral health aide II utilizes the skill consistently and identifies when  
49 additional intervention or assistance is needed to achieve the purpose of the interaction;

50                  (C) a behavioral health aide III applies knowledge and skills and engages the client  
51 more effectively based on a understanding of the client's information or behavior; and

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1 (D) a behavioral health practitioner performs the skill independently, subject to  
2 applicable restrictions, and applies knowledge to mentor and support others in the use of the skill and to  
3 participate in supervision and evaluation of behavioral health aides I, II and III; and

4 (2) subsection (b)(3) [Group Counseling], as provided in subparagraphs (A) through (D) of  
5 this paragraph, as applicable:

6 (A) a behavioral health aide I demonstrates the skill, applies it as directed, and  
7 routinely seeks assistance; a behavioral health aide I may assist in facilitating groups, but is not expected  
8 to be able to independently plan groups or facilitate them;

9 (B) a behavioral health aide II utilizes the skill consistently and identifies when  
10 additional intervention or assistance may be needed to achieve the purpose of the interaction; a behavioral  
11 health aide II may assist in facilitating groups and is expected to be able to participate in planning groups;

12 (C) a behavioral health aide III applies knowledge and skills to plan and participate  
13 in groups more effectively based on a understanding of the clients who will be in the group, but is not  
14 expected to be able to plan or carry out group treatment described in subsections (b)(3)(C)(vi) or (vii)  
15 without a co-facilitator; and

16 (D) a behavioral health practitioner performs the skill independently, subject to  
17 applicable restrictions, and applies knowledge to mentor and support others in the use of the skill and to  
18 participate in supervision and evaluation of behavioral health aides I, II and III, provided that a behavioral  
19 health practitioner is not expected to plan or carry out group treatment described in subsection  
20 (b)(3)(C)(vii) without a co-facilitator.

21  
22 **(b) Knowledge and Skills.**

23  
24 **(1) Individual Counseling.** The behavioral health aide or practitioner applies the  
25 knowledge described throughout this article, understands the stages of counseling, and engages in:

26 **(A) Problem Definition to**

27 (i) support the client in telling his or her story (empathy, establishing rapport,  
28 recognizing blocks, etc.);

29 (ii) help the client focus by helping them develop clarity (exploration, probing,  
30 etc.); and

31 (iii) challenge the client to develop new perspectives to encourage action  
32 (challenging, self-challenge, ownership, etc.).

33 **(B) Goal Development to**

34 (i) help the client construct new scenarios;

35 (ii) help the client evaluate scenarios; and

36 (iii) help the client choose goals and commit to them.

37 **(C) Action to**

38 (i) help the client consider possible strategies (e.g. help clients with divergent  
39 thinking, brainstorming, reflection on past experiences in responding to issues; client education);

40 (ii) help the client choose strategies and formulate action plans (choose “best  
41 fit” strategies, planning, contingency planning, elaboration, etc.); and

42 (iii) help the client implement action plan (e.g. improving readiness for change,  
43 overcoming external barriers; contracting; and providing feedback and training such as assertiveness  
44 training).

45  
46 **(2) Family Counseling.** Family, couple and significant other counseling requires the  
47 behavioral health aide or practitioner to apply the knowledge and skills described in subsection (b)(1)  
48 [Individual Counseling] in interactive counseling with the client and family members or significant others  
49 and to

50 (A) understand family systems and theory: closed and open systems;

51 (B) understand family dynamics;



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- 1 (C) understand and respect family roles, including the accommodations made to  
2 respond to substance use or mental health disorders within the family;  
3 (D) recognize the elements of functional family units versus dysfunctional systems;  
4 (E) recognize barriers to communications within the family;  
5 (F) understand roles and impact of extended family;  
6 (G) recognize the effects of housing concerns, financial status, and outside factors on  
7 family functioning;  
8 (H) apply the knowledge described in subparagraphs (A) through (G) of this  
9 paragraph;  
10 (I) assess family norms (e.g. mealtimes, use of electronics, child care and  
11 babysitters);  
12 (J) understand and respond to mitigating factors in family functioning such as  
13 debilitating illnesses, substance use disorders, mental health disorders, history of molestation or violence,  
14 history and nature of deaths, etc.;
- 15 (K) recognize familial fears (inherited diseases, family grief, family self-image,  
16 family expectations); and  
17 (L) understand and implement engagement among family members in which issues  
18 are defined within safe therapeutic boundaries.  
19

20 **(3) Group Counseling.** Group counseling requires the behavioral health aide or  
21 practitioner to apply the knowledge and skills described in section (b)(1) [Individual Counseling] and to

- 22 (A) know about different group models;  
23 (B) identify appropriate membership for groups by identifying individual  
24 characteristics and needs of potential members to assure they can be met within the group (e.g. matching  
25 individuals with similar needs, minimizing risks);  
26 (C) know the appropriate application and the limitations or risks associated with  
27 different types of groups:  
28 (i) educational (teaching) groups, (groups for the transmission of information  
29 - largely preventative, e.g. parenting, communications, alcohol and narcotics);  
30 (ii) self-help groups (e.g. Alcoholics Anonymous, Al-Anon, Alateen, Narcotics  
31 Anonymous);  
32 (iii) support groups (e.g. adult children of alcoholics, family members of people  
33 with mental health, cancer and other chronic diseases, nutrition and weight control);  
34 (iv) activity groups (e.g. crafts, nutrition, subsistence activities, sweat houses,  
35 movie nights, physical activities);  
36 (v) skill development groups (e.g. parenting skills, couples communication);  
37 (vi) psycho-educational groups for clients as part of a treatment plan to address  
38 specific behavioral health issues (e.g. anger management, parenting, substance abuse); and  
39 (vii) therapeutic group treatment (focused counseling);  
40 (D) develop cohesion among members of the group;  
41 (E) set therapeutic boundaries in groups, including assisting participants to make  
42 appropriate levels of disclosure;  
43 (F) assist group members who are in transition from one group to another; and  
44 (G) determine criteria for ending a group or a client's participation in a particular  
45 group and assist with regard to identifying other services, as appropriate.  
46

47 **History:** June 18, 2008, Section 2.40.555 was added.

1           **Sec. 2.40.560. Crisis Management.**

2  
3           **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
4 knowledge and perform the skills and competencies described in subsection (b) as provided in paragraphs  
5 (1) through (3) of this subsection, as applicable:

- 6                   (1) a behavioral health aide I demonstrates the skill, applies it as directed, and routinely  
7 seeks assistance;
- 8                   (2) a behavioral health aide II utilizes the skill consistently and determines, with assistance,  
9 when additional intervention or assistance may be needed to achieve the purpose of the interaction; and
- 10                  (3) a behavioral health aide III and behavioral health practitioner apply knowledge and  
11 skills and engages the client more effectively based on a understanding of the client; and
- 12                  (4) a behavioral health practitioner, subject to applicable restrictions, applies knowledge to  
13 mentor and support others in the use of the skill and to participate in supervision and evaluation of  
14 behavioral health aides I, II and III.

15  
16           **(b) Knowledge and Skills.** Crisis management requires the behavioral health aide or  
17 practitioner to have knowledge of and be able to:

- 18                   (1) recognize behavioral health crisis events;
- 19                   (2) identify the crisis and report to a licensed behavioral health clinician or behavioral  
20 health professional regarding crisis events;
- 21                   (3) conduct assessment of risk of harm to self or others;
- 22                   (4) conduct assessment of risk associated with acute intoxication, overdose, detoxification,  
23 and withdrawal;
- 24                   (5) obtain assistance from supervisors and other community resources (e.g. CHA/P, Village  
25 Public Safety Officer) to respond;
- 26                   (6) follow clinical instructions;
- 27                   (7) communicate with family and others regarding existence of and response to crisis;
- 28                   (8) assist with necessary steps to achieve and follow-up involuntary treatment, when  
29 required;
- 30                   (9) refer to and cooperate with authorities after deaths (including suicide and homicide),  
31 child neglect or abuse, elder abuse, and other reportable events;
- 32                   (10) assist client to report violence (e.g. domestic violence or sexual assault);
- 33                   (11) assist client to obtain immediate services after a critical event (e.g. domestic violence  
34 shelter, foster care) and provide support for others immediately affected, such as family members and  
35 close friends;
- 36                   (12) assist individuals who have experienced critical event (themselves or as a family  
37 member, friend or community member) to consider behavioral health services; and
- 38                   (13) apply foundational and other skills, subject to direction, to assist with emergency  
39 management and critical incident response to individual events and mass casualties, whether manmade or  
40 natural.

41  
42           **History:** June 18, 2008, Section 2.40.560 was added.

43  
44           **Sec. 2.40.565. Supervision, Training and Professional Development.**

45  
46           **(a) Level of Performance.** A behavioral health aide or practitioner must demonstrate the  
47 knowledge and perform the skills and competencies described in subsection (b) in their own interaction  
48 with supervisors, mentors and trainers, in pursuing their own professional development, and as provided  
49 in paragraphs (1) through (3) of this subsection, as applicable:

1 (1) a behavioral health aide I or II does not perform supervision, training, or professional  
2 development of other behavioral health aides or practitioners, but a BHA I may provide peer support for a  
3 person training to be a behavioral health aide I and a BHA II may provide peer support for a BHA I;

4 (2) a behavioral health aide III demonstrates the skills and competencies and applies it as  
5 directed and routinely seeks assistance; and

6 (3) a behavioral health practitioner applies the knowledge and skills to engage, mentor and  
7 support, and participate in supervision and evaluation of behavioral health aides I, II and III, based on an  
8 understanding of the supervisee’s level of knowledge and skills, professional goals, and behavior.  
9

10 **(b) Knowledge and Skills.** Supervision and mentoring of other behavioral health aides requires  
11 a behavioral health aide II or III or behavioral health practitioner to

12 (1) use supervision, peer consultation and self-evaluation to enhance self-awareness and  
13 improve professional performance;

14 (2) identify methods of health promotion, stress reduction, and burn out prevention;

15 (3) use evaluations to improve professional performance and quality of services;

16 (4) assist in defining continuing education opportunities consistent with professional  
17 development needs; and

18 (5) provide professional development through education and participation in regular  
19 supervision and consultation.  
20

21 **History:** June 18, 2008, Section 2.40.565 was added.  
22

## 23 **Article 50. Term of Certificate**

24 **History:** June 18, 2008, Article 40 was renumbered as Article 50. November 26, 2002, Article 30 was  
25 renumbered as Article 40.  
26

27  
28 **Sec. 2.50.010. Effective Date.** The effective date is the date of issuance under section 2.50.020  
29 [date of issuance].  
30

31 **History:** June 18, 2008, Section 2.40.010 was renumbered as Section 2.50.010 and amended to address  
32 renumbering of other sections. November 26, 2002, Section 2.30.010 was renumbered as Section  
33 2.40.010 and amended.  
34

35 **Sec. 2.50.020. Date of Issuance.** The date of issuance of a certificate shall be the date the  
36 certificate is provisionally approved by the staff of the Board or final Board approval is granted,  
37 whichever is earlier.  
38

39 **History:** June 18, 2008, Section 2.40.020 was renumbered as Section 2.50.020. November 26, 2002,  
40 Section 2.30.020 was renumbered as section 2.40.020.  
41

42 **Sec. 2.50.100. Expiration.** A certificate as a community health aide, community health  
43 practitioner, dental health aide, behavioral health aide, or behavioral health practitioner expires two years  
44 from the last day of the month in which the Board took final action to approve the certificate.  
45

46 **History:** June 18, 2008, Section 2.40.100 was renumbered as 2.50.100 and amended. November 26,  
47 2002, Section 2.30.100 was renumbered as Section 2.40.100.  
48

### 49 **Sec. 2.50.200. Requirements for Renewal.**

50  
51 **(a)** A certified community health aide, community health practitioner, dental health aide, or  
52 behavioral health aide or practitioner applying for certificate renewal shall:

53 (1) apply on a form provided by the Board;

- 1           (2) pay the application fees required by the Board;
- 2           (3) provide evidence satisfactory to the Board that the applicant has met the continuing
- 3 education requirements of the Board;
- 4           (4) provide evidence satisfactory to the Board that the applicant continues to demonstrate
- 5 the practical professional competencies required for the level of certification sought;
- 6           (5) continue to meet the requirements of chapter 2 [certification of CHA/Ps, DHAs, &
- 7 BHAs]; and
- 8           (6) if seeking recertification as a community health practitioner, no less often than once
- 9 every six years, the individual must re-satisfy the requirements of section 2.20.500 [CHP training &
- 10 education requirements].

11           **(b)** An applicant who has not been employed as a community health aide, community health

12 practitioner, dental health aide, or behavioral health aide or behavioral health practitioner an average of at

13 least 15 hours a week for at least six months of the previous 12 months prior to submission of the

14 application must provide evidence satisfactory to the Board that he or she has been monitored in the

15 performance of each required competence until he or she has demonstrated successful performance of

16 each.

17

18           **History:** January 22, 2015, Section 2.50.200(b) was amended. June 18, 2008, Section 2.40.200 was

19 renumbered as Section 2.50.200 and subsections (a) and (b) were amended. November 26, 2002, Section

20 2.30.200 was renumbered as Section 2.40.200 and was amended.

21

22           **Sec. 2.50.300. Reinstatement or Renewal of a Lapsed Certificate.** The Board will, in its

23 discretion, reinstate or renew a certificate that has lapsed if the applicant complies with the certificate

24 renewal requirements under section 2.50.200 [requirements for renewal], provided that the applicant must

25 provide evidence satisfactory to the Board that the applicant has completed the continuing education

26 requirements under chapter 3 [continuing education].

27

28           **History:** June 18, 2008, Section 2.40.300 was renumbered as Section 2.50.300 and amended to address

29 renumbering of other sections. November 26, 2002, Section 2.30.300 was renumbered as Section

30 2.40.300 and was amended.

31

## 32           **Chapter 3. Continuing Education**

33

34

35           **Sec. 3.10.005. Multiple Certifications.** Up to 12 hours of training, acquired in the previous 2

36 years, obtained to achieve initial certification, to increase the level of certification, or to satisfy continuing

37 education requirements under this chapter 3 [continuing education] as a community health aide or

38 practitioner, dental health aide, or behavioral health aide or practitioner, may be applied to satisfying the

39 continuing education requirements for other certificates held by the same person under these *Standards*.

40

### 41           **Sec. 3.10.010. CHA/P Continuing Education Requirements.**

42

43           **(a) Unlapsed Certificate.** A community health aide or practitioner whose certification has not

44 lapsed who is an applicant for renewal of a certificate under article 20 of chapter 2:

45

- 46           (1) (A) as a community health aide who has not completed the requirements for the next
- 47 level of certification prior to the deadline for recertification; or
- 48           (B) as a community health practitioner.
- 49           (2) must provide evidence satisfactory to the Board that he or she has completed a
- 50 minimum of 48 contact hours of continuing education approved by the Board on varied or updated topics
- 51 during the concluding two-year certification period. No more than 24 of the required contact hours may be

1 regarding emergency care. A minimum of 24 of the required contact hours must be in the competencies  
2 listed in sections 2.20.100 [CHA I training & education requirements] through .510 [CHP competencies].  
3

4 **(b) Lapsed Certificate.** An applicant for renewal of a certificate under article 20 of chapter 2  
5 whose certification has lapsed must provide evidence satisfactory to the Board that he or she has met the  
6 requirements for continuing education set forth in subsection (a)(2) of this section.  
7

8 **History:** June 18, 2008, Section 3.10.010(a) was amended and (b) was deleted. November 26, 2002,  
9 Section 3.10.010(a) was amended and (b) was added. June 12, 2002, Section 3.10.010 was amended.  
10

11 **Sec. 3.10.050. DHA Continuing Education Requirements.**  
12

13 **(a) Unlapsed Certificate.**

14 (1) An applicant for renewal of a certificate under article 30 of chapter 2 whose certificate  
15 has not lapsed must meet

16 (A) any specific recertification requirements set forth therein;

17 (B) satisfactory performance under the direct supervision of a dentist, dental  
18 hygienist, or dental health aide therapist of a minimum of

19 (i) 80 hours, demonstrating competence in each procedure for which the  
20 dental health aide is certified; or

21 (ii) 8 of each procedure for which the dental health aide is certified; and

22 (C) if the dental health aide has not completed the requirements for another level of  
23 certification or module during the concluding two-year certification period, satisfactory completion of 24  
24 contact hours of continuing education approved by the Board on varied or updated topics.

25 (2) If the direct supervision required under subsections (1)(B) of this section is provided by  
26 anyone other than a dentist, the supervisor must have been authorized to supervise the preceptorship of the  
27 procedures being performed under the applicable provision of chapter 2, article 30 [Standards for Dental  
28 Health Aides].  
29

30 **(b) Lapsed Certificate.** An applicant for renewal of a certificate under article 30 of chapter 2  
31 whose certification has lapsed must provide evidence satisfactory to the Board that in the two years  
32 preceding recertification he or she has met the requirements for continuing education set forth in  
33 subsection (a) of this section.  
34

35 **History:** January 11, 2013, Section 3.10.050 was amended. June 18, 2008, Section 3.10.050(a)(1)(C)(i)  
36 was amended. June 20, 2007, Section 3.10.050(a) was amended. October 8, 2003, Section 3.10.050(a)(3)  
37 was amended. November 26, 2002, Section 3.10.050 was added.  
38

39 **Sec. 3.10.070. BHA/P Continuing Education Requirements.**  
40

41 **(a) Unlapsed Certificate.** A behavioral health aide or practitioner whose certification has not  
42 lapsed who is an applicant for renewal of a certificate under article 40 [standards for BHA/Ps] of chapter  
43 2 [certification of CHAs, CHPs, DHAs, BHAs, and BHPs]:

44 (1) (A) as a behavioral health aide who has not completed the requirements for the next  
45 level of certification prior to the deadline for recertification; or

46 (B) as a behavioral health practitioner;

47 (2) must provide evidence satisfactory to the Board that he or she has completed a  
48 minimum of 40 contact hours of continuing education approved by the Board on varied or updated topics  
49 during the concluding two-year certification period, provided that

50 (A) no fewer than 4 of the required contact hours must be regarding ethics and  
51 consent;

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1 (B) no fewer than 4 of the required contact hours must be regarding confidentiality  
2 and privacy; and

3 (C) no fewer than 4 of the required contact hours must be regarding cross cultural  
4 communication and understanding and working with diverse populations:

5 (i) various ethnicities or cultural heritages, age groups, genders, lifestyles,  
6 family dynamics, or socioeconomic statuses, or diagnostic categories; or

7 (ii) effective strategies for working with diverse populations, conducting self-  
8 assessments and navigating value differences, developing cultural awareness and an understanding of the  
9 potential influence on a person’s behavioral health; and

10 (D) the balance of the hours must be related to the knowledge and skills identified or  
11 related to those described in section 2.40.500 [BHA/P knowledge, skills, and scope of practice]; and

12 (E) a minimum of 20 CEUs are attended via face-to-face instruction.  
13

14 (b) **Lapsed Certificate.** An applicant for renewal of a certificate under article 40 [standards for  
15 BHA/Ps] of chapter 2 [certification of CHAs, CHPs, DHAs, BHAs, and BHPs] whose certification has  
16 lapsed must provide evidence satisfactory to the Board that he or she has met the requirements for  
17 continuing education set forth in subsection (a)(2) [BHA/P continuing education requirements; unlapsed  
18 certificate; (required continuing education)] of this section in the two-year period prior to seeking  
19 recertification.

20  
21 **History:** June 12, 2014, Section 3.10.070 was amended. June 18, 2008, Section 3.10.070 was added.  
22

23 **Sec. 3.10.100. Approved Continuing Education Programs for CHA/P.**  
24

25 (a) **Competencies.** To be approved by the Board, a continuing education program must

26 (1) cover one or more of the course of study subjects or competencies listed in sections  
27 2.20.100 [CHA I training & education requirements] through .510 [CHP competencies], the CHA/P  
28 Curriculum, or the CHAM;

29 (2) directly relate to the clinical practice of a community health aide or community health  
30 practitioner; and

31 (3) be no less than 1 hour in length.  
32

33 (b) **Sponsorship.** A continuing education program that meets the requirements of section  
34 3.10.100(a) [approved continuing education programs for CHA/P; competencies] and is sponsored by any  
35 of the following organizations is considered approved by the Board:

36 (1) a certified CHA/P Training Center;

37 (2) the American Medical Association;

38 (3) the American Nurses' Association;

39 (4) an accredited postsecondary educational institution;

40 (5) the Indian Health Service;

41 (6) an emergency care course approved by the State of Alaska, Indian Health Service,  
42 American Heart Association, or American Red Cross; or

43 (7) Smiles for Life.  
44

45 (c) **Tribal Continuing Education Programs.** A continuing education program provided by the  
46 tribe or tribal organization's health program that meets the requirements of section 3.10.100(a) [approved  
47 continuing education programs for CHA/P; competencies] shall be approved by the Board. Submission of  
48 the plan or CHA/P Curriculum for the continuing education program or programs to the Board may be  
49 done prior to or after the program has been conducted. Approval may be granted for more than one  
50 program at a time. Re-approval need not be obtained for an approved program that is being repeated  
51 within a three year period after the most recent approval.

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1           **(d) Self-Study Programs.** A self-study continuing education program sponsored by one of the  
2 organizations listed in subsections 3.10.100(b) [approved continuing education programs for CHA/P;  
3 sponsorship] or (c) [approved continuing education programs for CHA/P; tribal continuing education  
4 programs] that meets the requirements of section 3.10.100(a) [approved continuing education programs  
5 for CHA/P; competencies] is considered approved by the Board.  
6

7           **(e) Other.** A continuing education program not sponsored by one of the organizations listed in  
8 subsections 3.10.100(b) [approved continuing education programs for CHA/P; sponsorship] or (c)  
9 [approved continuing education programs for CHA/P; tribal continuing education programs] must be  
10 individually approved by the Board. Such approval can be provided at the time of application for  
11 recertification if the applicant submits evidence sufficient to permit the Board to determine whether the  
12 training meets the requirements of this section.  
13

14           **History:** January 22, 2016, Section 3.10.100(b) was amended. October 4, 2012, Section 3.10.100(a) was  
15 renumbered and amended. June 18, 2008, Section 3.10.100(c) was amended. November 26, 2002,  
16 Section 3.10.100(a), (b) and (c) were amended and titles were added to (d) and (e).  
17

18           **Sec. 3.10.200. Approved Continuing Education Programs for DHA.**  
19

20           **(a) Competencies.** To be approved by the Board, a continuing education program for a dental  
21 health aide must

- 22           (1) cover one or more of the course of study subjects or competencies listed in sections  
23 2.30.100 [PDHA I training & education requirements] through 2.30.610 [DHAT supervision &  
24 competencies];  
25           (2) directly relate to the clinical practice of a dental health aide; and  
26           (3) be no less than 1 hour in length.  
27

28           **(b) Sponsorship.** A continuing education program that meets the requirements of section  
29 3.10.200(a) [approved continuing education programs for DHA; competencies] and is sponsored by any  
30 of the following organizations considered approved by the Board:

- 31           (1) a certified CHA/P Training Center;  
32           (2) the American Dental Association;  
33           (3) the Academy of General Dentistry;  
34           (4) the Alaska Dental Society;  
35           (5) the Alaska Dental Hygiene Society;  
36           (6) an accredited postsecondary educational institution;  
37           (7) the Indian Health Service or other agencies of the Federal government; or  
38           (8) an emergency care course approved by the State of Alaska, Indian Health Service,  
39 American Heart Association, or American Red Cross.  
40

41           **(c) Tribal Continuing Education Programs.** A continuing education program provided by the  
42 tribe or tribal organization's health program that meets the requirements of section 3.10.200(a) [approved  
43 continuing education programs for DHA; competencies] shall be approved by the Board. Submission of  
44 the plan or DHA Curriculum for the continuing education program or programs to the Board may be done  
45 prior to or after the program has been conducted. Approval may be granted for more than one program at  
46 a time. Re-approval need not be obtained for an approved program that is being repeated within a three  
47 year period after the most recent approval.  
48

49           **(d) Self-Study.** A self-study continuing education program sponsored by one of the  
50 organizations listed in subsections 3.10.200(b) [approved continuing education programs for DHA;  
51 sponsorship] or (c) [approved continuing education programs for DHA; tribal continuing education

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1 programs] that meets the requirements of section 3.10.200(a) [approved continuing education programs  
2 for DHA; competencies] is considered approved by the Board.

3  
4 **(e) Other.** A continuing education program not sponsored by one of the organizations listed in  
5 subsections 3.10.200(b) [approved continuing education programs for DHA; sponsorship] or (c)  
6 [approved continuing education programs for DHA; tribal continuing education programs] must be  
7 individually approved by the Board. Such approval can be provided at the time of application for  
8 recertification if the applicant submits evidence sufficient to permit the Board to determine whether the  
9 training meets the requirements of this section.

10  
11 **History:** October 4, 2012, Section 3.10.200(a) was renumbered and amended. June 18, 2008, Section  
12 3.10.200(c) was amended. November 26, 2002, Sections 3.10.200 was added.

13  
14 **Sec. 3.10.300. Approved Continuing Education Programs for BHA/P.**

15  
16 **(a) Competencies.** To be approved by the Board, a continuing education program must  
17 (1) contribute to the knowledge or skills described in section 2.40.500 [BHA/P knowledge,  
18 skills, and scope of practice] or expand on content or subject matter described in chapter 8 [BHA  
19 curricula];  
20 (2) directly relate to the clinical practice of a behavioral health aide or practitioner, which  
21 shall include courses related to the effects of tobacco use and tobacco use assessment and treatment; and  
22 (3) be no less than 1 hour in length.

23  
24 **(b) Sponsorship.** A continuing education program that meets the requirements of section  
25 3.10.300(a) [approved continuing education programs for BHA/P; competencies] and is sponsored by any  
26 of the following organizations is considered approved by the Board:

- 27 (1) a certified CHA/P Training Center;
- 28 (2) Alaska Commission for Behavioral Health Certification;
- 29 (3) the Indian Health Service;
- 30 (4) an accredited postsecondary educational institution;
- 31 (5) American Mental Health Counselors Association (AMHCA);
- 32 (6) American Psychiatric Association (APA);
- 33 (7) American Psychiatric Nurses Association (APNA);
- 34 (8) American Society of Addiction Medicine (ASAM);
- 35 (9) American Psychological Association (APA);
- 36 (10) American Rehabilitation Counseling Association (ARCA);
- 37 (11) Association for Assessment in Counseling and Education (AACE);
- 38 (12) Association for Counselor Education and Supervision(ACES);
- 39 (13) Association for Counselors and Educators in Government (ACEG);
- 40 (14) International Association of Addictions and Offender Counselors (IAAOC);
- 41 (15) International Association of Marriage and Family Counselors (IAMFC);
- 42 (16) International Certification & Reciprocity Consortium (IC&RC);
- 43 (17) National Association of Alcohol and Drug Abuse Counselors (NAADAC);
- 44 (18) National Association of Social Workers (NASW);
- 45 (19) National Board of Certified Counselors (NBCC);
- 46 (20) National Association of Direct Service Providers (NADSP); or
- 47 (21) American Counseling Association (ACA).

48  
49 **(c) Tribal Continuing Education Programs.** A continuing education program provided by the  
50 tribe or tribal organization's health program that meets the requirements of section 3.10.300(a) [approved  
51 continuing education programs for BHA/P; competencies] shall be approved by the Board. Submission of



1 the plan or BHA Curriculum for the continuing education program or programs to the Board may be done  
2 prior to or after the program has been conducted. Approval may be granted for more than one program at  
3 a time. Re-approval need not be obtained for an approved program that is being repeated within a three  
4 year period after the most recent approval.

5  
6 **(d) Self-Study Programs.** A self-study continuing education program sponsored by one of the  
7 organizations listed in subsections 3.10.300(b) [approved continuing education programs for BHA/P;  
8 sponsorship] or (c) [approved continuing education programs for BHA/P; tribal continuing education  
9 programs] that meets the requirements of section 3.10.300(a) [approved continuing education programs  
10 for BHA/P; competencies] is considered approved by the Board.

11  
12 **(e) Other.** A continuing education program not sponsored by one of the organizations education  
13 programs] must be individually approved by the Board. Such approval can be provided at the time of  
14 application for recertification if the applicant submits evidence sufficient to permit the Board to determine  
15 whether the training meets the requirements of this section.

16  
17 **History:** October 27, 2016, Section 3.10.300(a)(21) was amended. October 29, 2015, Section  
18 3.10.300(b) was amended. October 4, 2012, Section 3.10.300(a) was amended.

19  
20  
21 **Chapter 4.**  
22 **Discipline, Suspension or Revocation**  
23 **of a Community Health Aide, Community Health Practitioner,**  
24 **Dental Health Aide, Behavioral Health Aide or**  
25 **Behavioral Health Practitioner Certificate**

26  
27 **History:** June 18, 2008, the title for Chapter 4 was amended. November 26, 2002, the title for Chapter 4  
28 was amended.

29  
30 **Sec. 4.10.010. Grounds for Discipline.** The Board may impose a disciplinary sanction under this  
31 chapter on a person holding a certificate under these standards if the Board finds that the person

32 (a) secured a certificate through deceit, fraud, or intentional misrepresentation;

33 (b) engaged in deceit, fraud, or intentional misrepresentation in the course of providing  
34 professional services or engaging in professional activities, including holding himself or herself out as  
35 another health provider for which he or she has not met applicable licensing or other credentialing  
36 requirements;

37 (c) failed to surrender the certificate if required to do so under section 2.10.020 [surrender of a  
38 certificate];

39 (d) has been convicted of a felony or other crime that affects the certified community health  
40 aide or practitioner's, dental health aide's, or behavioral health aide or practitioner's ability to continue to  
41 practice competently and safely;

42 (e) intentionally or negligently engaged in or permitted the performance of patient care by  
43 persons under the certified community health aide or practitioner's, dental health aide's, or behavioral  
44 health aide or practitioner's supervision that does not conform to minimum professional standards  
45 regardless of whether actual injury to a patient occurred;

46 (f) failed to comply with any requirement or order of the Board applicable to the certified  
47 community health aide or practitioner, dental health aide, or behavioral health aide or practitioner;

48 (g) continued to practice after becoming unfit due to

49 (1) professional incompetence;

50 (2) failure to keep informed of current professional practices;

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- 1                   (3) addiction or dependency on alcohol or other drugs that impair the ability to practice  
2 safely;
- 3                   (4) physical or mental disability;
- 4           (h) engaged in lewd or immoral conduct in connection with the delivery of service to patients;
- 5           (i) engaged in unprofessional conduct, including having:
- 6                   (1) failed to use sufficient knowledge, skills or judgment for the community health aide or  
7 practitioner's, dental health aide's or behavioral health aide or practitioner's level of certification;
- 8                   (2) assumed duties and responsibilities:
- 9                           (A) without sufficient preparation;
- 10                           (B) for which competency has not been maintained; or
- 11                           (C) for which the community health aide or practitioner, dental health aide, or  
12 behavioral health aide or practitioner is not certified, provided that such duties were not assumed as part  
13 of meeting the requirements for the next level of certification;
- 14                           (D) for which the community health aide or practitioner, dental health aide, or  
15 behavioral health aide or practitioner has not been trained through training described in sections  
16 [competencies], sections 2.40.100 [BHA I training, practicum, and experience requirements] through  
17 2.40.500 [BHA/P knowledge, skills, and scope of practice], as applicable, or continuing education  
18 approved under Chapter 3, provided that the community health aide or practitioner, dental health aide, or  
19 behavioral health aide or practitioner may provide services under this paragraph only at the direction of  
20 his or her employer; or
- 21                           (E) a community health aide or practitioner or behavioral health aide or practitioner  
22 assigned to be available on-call failed to respond to an emergency;
- 23                   (3) knowingly delegated a community health aide or practitioner, dental health aide or  
24 behavioral health aide or practitioner function to another who is not certified to perform that function;
- 25                   (4) violated the confidentiality of information or knowledge concerning a patient;
- 26                   (5) physically or verbally abused a patient;
- 27                   (6) performed duties as a community health aide or practitioner, dental health aide, or  
28 behavioral health aide or practitioner while under the influence of alcohol, illegal drugs or any other  
29 substance likely to impair the community health aide or practitioner's, dental health aide's, or behavioral  
30 health aide or practitioner's ability to provide competent care;
- 31                   (7) violated state or federal laws regulating drugs, including but not limited to forging  
32 prescriptions or unlawfully distributing drugs or narcotics;
- 33                   (8) failed to maintain a record for each patient which accurately reflects the patient  
34 encounter and interventions provided, or falsification of a patient's records or intentionally making an  
35 incorrect entry in a patient's record;
- 36                   (9) left a clinic assignment without properly notifying the appropriate personnel;
- 37                   (10) failed to report, through proper channels, facts known to the community health aide or  
38 practitioner, dental health aide, or behavioral health aide or practitioner regarding incompetent,  
39 unprofessional or illegal practice of another health care provider;
- 40                   (11) signed a record as a witness attesting to the wastage of controlled substances which the  
41 community health aide or practitioner, dental health aide, or behavioral health aide or practitioner did not  
42 actually witness;
- 43                   (12) exploited a patient for financial gain (offering, giving, soliciting, or receiving fees for  
44 referral of a patient);
- 45                   (13) was responsible for untruthful or misleading advertisement of available services;
- 46                   (14) knowingly violated laws regulating health insurance or the potential for health  
47 insurance reimbursement;
- 48                   (15) been found guilty of, or entered a plea of nolo contendere or guilty to, any offense  
49 under Federal, State or Tribal law involving crimes of violence; sexual assault, molestation, exploitation,  
50 contact or prostitution; or crimes against persons within the meaning of section 408 of the Indian Child  
51 Protection and Family Violence Prevention Act, P.L. 101-630, 25 U.S.C. § 3207;

- 1 (16) failed to comply with applicable mandatory reporting laws of the State of Alaska; or  
2 (17) failed to respond to a request for services where a duty to respond existed.

3  
4 **History:** June 18, 2008, Section 4.10.010(d), (e), (f), (i)(2)(C), (i)(2)(D), (i)(2)(E), (i)(3), (i)(6), (i)(10), and  
5 (i)(11) were amended. November 26, 2002, Section 4.10.010 introductory paragraph, (b), (d), (e), (f), (h),  
6 (i)(1), (i)(2)(C), (D) and (E), (i)(3), (i)(6), (i)(10), (i)(11) were amended. September 25, 1998, Section  
7 4.10.010(i)(15), (16), and (17) were amended.  
8

9 **Sec. 4.10.100. Community Health Aide or Practitioner, Dental Health Aide, or Behavioral**  
10 **Health Aide or Practitioner Sanctions.** When it finds that a person holding a certificate as a community  
11 health aide or practitioner, dental health aide, or behavioral health aide or practitioner has violated one of  
12 the conditions of section 4.10.010 [grounds for discipline], the Board may impose the following sanctions  
13 singly or in combination:

- 14 (1) permanently revoke a certificate to practice;  
15 (2) suspend a certificate for a determinate period of time;  
16 (3) censure a person holding a certificate;  
17 (4) issue a letter of reprimand;  
18 (5) place a person holding a certificate on probationary status and require the person to  
19 (A) report regularly to the Board upon matters involving the basis of probation;  
20 (B) limit practice to those areas prescribed;  
21 (C) continue professional education until a satisfactory degree of skill has been  
22 attained in those areas determined by the Board to need improvement; and  
23 (6) impose limitations or conditions on the practice of a person holding a certificate.  
24

25 **History:** June 18, 2008, Section 4.10.100 title and introductory sentence were amended. November 26,  
26 2002, Section 4.10.100 title and introductory sentence were amended.  
27

28 **Sec. 4.10.110. Withdrawing Probation.** The Board may withdraw probationary status if it finds  
29 that the deficiencies that required the sanction have been remedied.  
30

31 **Sec. 4.10.120. Summary Suspension.** The Board may summarily suspend a certificate before  
32 final hearing or during the appeals process if the Board finds that the person holding a certificate poses a  
33 clear and immediate danger to the public health and safety if the person continues to practice. A person  
34 whose certificate is suspended under this subsection shall be entitled to a hearing pursuant to section  
35 9.10.010 [hearings]. The person may appeal the suspension after a hearing to the Area Director of the  
36 Alaska Area Native Health Service.  
37

38 **Sec. 4.10.130. Consistency.** The Board shall seek consistency in the application of disciplinary  
39 sanctions, and significant departure from prior decisions involving similar situations shall be explained in  
40 findings of fact or orders.  
41  
42

## Chapter 5. CHA/P Training Centers

### Article 10. Requirements for Certification

43  
44  
45  
46 **Sec. 5.10.010. Certification.** The Board shall issue a CHA/P Training Center certificate to a  
47 training center which

- 48 (1) applies on a form provided by the Board; and  
49 (2) adopts and adheres to requirements of sections 5.10.015 [educational program  
50 philosophy] through 5.10.070 [faculty continuing education].  
51

1           **Sec. 5.10.015. Educational Program Philosophy.** A CHA/P Training Center must have on file a  
2 mission statement that reflects the statewide nature of the program and the goals and objectives of the  
3 program, which must include quality health care, competency based instruction, emphasis on clinical  
4 instruction and skills, emphasis on a positive learning environment, and respect for the unique needs of  
5 the adult learner must also be on file.  
6

7           **Sec. 5.10.020. Training Facilities.** A CHA/P Training Center facility must provide classroom, or  
8 e-classroom and clinical environments that are conducive to a positive learning experience for faculty and  
9 community health aide trainees by ensuring that

10           (1) traditional classrooms have appropriate space and privacy. An environmental health  
11 review of the facility must be performed and on file. Specific consideration and evaluation in the areas of  
12 safety, adequacy of space, air quality, lighting, heating, and storage and disposal of hazardous waste must  
13 be documented; and

14           (2) e-classrooms have appropriate policies on Internet safety and privacy, appropriate  
15 language, emergency procedures for Internet outages, and recommendations on lighting, noise, and an  
16 ergonomic environment.  
17

18           **History:** October 29, 2013, Section 5.10.020 was amended.  
19

20           **Sec. 5.10.025. Training Staff.**

21           **(a) Qualifications and Roles.**

22           **(1) Director/Instructor of Record.** The following standards apply to the CHA/P Training  
23 Center Director/Instructor of Record.  
24

25           (A) The CHA/P Training Center Director/Instructor of Record should be an  
26 individual with a combination of education, research, work, and/or life experience which are relevant to  
27 providing leadership in a CHA/P Training Center Program.

28           (B) In recognition of the diverse role of the CHA/P Training Center  
29 Director/Instructor of Record, it is preferred that the Director or Instructor of Record have a background  
30 in health and education and be able to administrate, serve in a statewide liaison role, hold the mission of  
31 the statewide program, and provide program direction, development, and leadership.

32           (C) The Instructor of Record must at a minimum be a state licensed mid-level  
33 practitioner who will assume responsibilities for course development, evaluation and revision, clinical site  
34 development and evaluation, and evaluation of students and instructors.  
35

36           **(2) Instructor.** CHA/P Training Center instructors must consist of a majority of full-time  
37 equivalent mid-level practitioner or physician instructors who are employees of the federal government or  
38 licensed by the State of Alaska. Additional instructors should be certified or licensed and have formal  
39 training in the knowledge and skills that they are teaching. All instructors will be monitored to assure  
40 compliance with the CHA/P Curriculum and competence in subject being taught. Instructors teaching  
41 CHA curriculum via eLearning must demonstrate competency in e-teaching by experience, completed  
42 coursework, or other approved measure.  
43

44           **(3) Clinical Instructor.** Clinical instructors must be mid-level practitioners or physicians  
45 who are employees of the federal government or licensed by the State of Alaska. Certain diagnostic  
46 procedures may be taught by other persons who have appropriate experience or certification (e.g. well  
47 child examination, prenatal exam by a public health nurse). These encounters must occur under the  
48 general review of the mid-level practitioner or physician.  
49

50           **(4) Medical Advisor.** The CHA/P Training Center Medical Advisor must be a physician  
51 employed by the federal government or licensed by the State of Alaska who is practicing primary care and

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1 is currently working with community health aides or practitioners. The Medical Advisor should have prior  
2 experience with the CHA/P program. The Medical Advisor's classroom instruction and clinical  
3 preceptorship will comply with the CHA/P Curriculum and statewide goals of the Community Health  
4 Aide Program. The Medical Advisor will participate in quality assurance/continuing quality improvement  
5 efforts, serve as a resource and be available for consultation and regular meetings.  
6

7       **(b) Job Descriptions.** Job descriptions for each of the training staff which reflect these roles  
8 and responsibilities must be on file.  
9

10       **(c) Orientation of New Staff.** Each CHA/P Training Center must have in place a written  
11 orientation procedure for new employees which will minimally include the CHA/P Training Center's  
12 mission, goals, and objectives; the CHA/P Curriculum; the methods of instruction and function of the  
13 statewide Community Health Aide Program; cultural diversity; the role of the CHA/P; and the CHA/P  
14 certification process.  
15

16       **(d) Faculty Turnover.** In order to maintain the quality of instruction, the Board must be  
17 notified if during any twelve-month period 50 percent of the instructor staff of a CHA/P Training Center  
18 resigns and whenever a CHA/P Training Center Director resigns. Documentation of new employee  
19 orientation, peer review and student evaluation and examination must be available for review for each  
20 new instructor.  
21

22                   **History:** October 29, 2013, Section 5.10.025(a)(2) was amended. June 24, 2009, Section 5.10.025(a)(2)  
23 and Section 5.10.025(d) were amended. November 26, 2002, Section 5.10.025(a)(2), (3) and (4) and (c)  
24 were amended.  
25

26       **Sec. 5.10.030. Hospital/Clinic Affiliation.**  
27

28       **(a) Accreditation.** A CHA/P Training Center must be affiliated with the Alaska Native Medical  
29 Center or a hospital or clinic accredited by The Joint Commission (formerly known as the Joint  
30 Commission on Accreditation of Healthcare Organizations (JCAHO)) or licensed by the State of Alaska.  
31 Exception can be made in a clinic facility for which The Joint Commission accreditation or state licensing  
32 is not available.  
33

34       **(b) Hospital/Clinic Commitment.** A CHA/P Training Center must have the support of  
35 hospital/clinic and/or corporation administration to provide on-going access to clinical training for  
36 CHA/Ps. A letter of support should be updated with each new clinical director and hospital or clinical  
37 administrator or corporation Board.  
38

39                   **History:** June 18, 2008, Section 5.10.030(a) was amended.  
40

41       **Sec. 5.10.035. Volume, Hours and Distribution of Patient Encounters.** Clinical hours will be  
42 scheduled in compliance with the CHA/P Curriculum. For each trainee a CHA/P Training Center's  
43 documentation of volume, hours and distribution of patient encounters must meet the requirements of this  
44 section.  
45

46       **(a) Encounters.**

47       **(1) Session I.** Ten encounters under the following conditions: the trainee will be the  
48 primary provider in at least four patient encounters with particular emphasis on the patient problems  
49 delineated in the CHA/P Curriculum, as outlined below, and at least six additional encounters with the  
50 trainee as an active participant.

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1           **(2) Session II.** Ten encounters under the following conditions: the trainee will be the  
2 primary provider in at least four patient encounters with particular emphasis on patient problems  
3 delineated in the CHA/P Curriculum, as outlined below and at least six additional encounters with the  
4 trainee as active participant.

5           **(3) Session III.** Ten encounters under the following conditions: the trainee will be the  
6 primary provider in at least six patient encounters with particular emphasis on the patient problems  
7 delineated in the CHA/P Curriculum, as outlined below, and at least four additional encounters with the  
8 trainee as active participant.

9           **(4) Session IV.** Fourteen encounters under the following conditions: the trainee will be the  
10 primary provider in at least ten patient encounters with particular emphasis on the patient problems  
11 delineated in the CHA/P Curriculum, as outlined below, and at least four additional encounters with the  
12 trainee as active participant.

13  
14           **(b) (1) Primary Provider.** Under subsection (a) [volume, hours & distribution of patient  
15 encounters; encounters] of this section, the primary provider must perform the history and examination,  
16 and depending on the complexity of the encounter and the skill and confidence level of the trainee,  
17 determine the assessment and plan in conjunction with the instructor.

18           **(2) Active Participant.** Under this section, the active participant performs part of the  
19 patient encounter with direction or guidance of the instructor.

20  
21           **(c) Distribution of Clinical Hours.** The distribution of clinical hours must be available in the  
22 following kinds of patient encounters:

23  
24           **(1) Session I.**

<b>Encounter Type</b>	<b>Hours</b>
Acute care	12
Lab	1
Respiratory	1
Ear	1
Digestive system	1
Screening exam	1
Sick child	4
Vital signs	3
Approach to child (observe)	2
<b>Total Hours</b>	<b>26</b>

25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38           **(2) Session II.**

<b>Encounter Type</b>	<b>Hours</b>
Acute care	12
Lab	1
Respiratory	1
Circulatory	1
Digestive system	1
Prenatal	2
Mental illness	4
Sick child	4
Screening physical exam	1
Approach to child (observe)	4
<b>Total Hours</b>	<b>31</b>

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**(3) Session III.**

<b>Encounter Type</b>	<b>Hours</b>
Prenatal	8
Newborn	1
Sick child	4
Post partum	1
Well child	8
STD	4
<b>Total Hours</b>	<b>26</b>

**(4) Session IV.**

<b>Encounter Type</b>	<b>Hours</b>
Acute care	8
Ear	1
Respiratory	1
Circulatory	1
Digestive	1
Female reproductive	4
Prenatal	3
Sick child	4
Well child	3.5
Newborn	1
Chronic disease	4
H & P	2.5
<b>Total Hours</b>	<b>34</b>

**History:** June 30, 2016, Section 5.10.035(a)(2) and (b)(1) were amended. January 16, 2009, Section 5.10.035(c)(2) and (c)(4) were amended. November 26, 2002, Section 5.10.035(a) was amended.

**Sec. 5.10.040. Trainees Selection Process.**

**(a) Qualifications for Trainees and Application Process.** The CHA/P Training Center will have a policy for selection of trainees. The selection process will include requiring applicants for trainee slots to file a completed statewide application form recommended no less than four weeks prior to the start of the training session, unless extraordinary circumstances are present. The policy for selection must include requirements that the training applicants have no less than sixth grade math and reading skills and that they have completed Pre-Session, unless the applicant satisfies one of the exceptions to these requirements adopted under section 5.10.040(c) [trainees selection process; exceptions].

**(b) Statewide Priorities.** The CHA/P Training Center must adhere to statewide placement priorities for training applicants for a limited number of training slots.

**(c) Exceptions.** The CHA/P Training Center must have exception policies. Policies must be written to incorporate individual hardship cases, including emergency training needs in communities where there are no trained personnel and in situations where community health aides or practitioners have no access to field site courses (pre-session and ETT). Exception policies must also include arrangements for applicants with prior medical training, such as registered nurses, National Guard Corpsman, etc.

**History:** January 16, 2009, Section 5.10.040(a) was amended. November 26, 2002, Section 4.10.040(a) was amended.

1           **Sec. 5.10.045. Trainee Services.**

2  
3           **(a) Counseling and Health Services.** The CHA/P Training Center must have a system for  
4 onsite or online initial individual counseling for trainees, which may include assigning faculty members  
5 for this purpose. Referral for confidential counseling by mental health professionals must be available to  
6 trainees. A system to provide acute care and emergency health services must also be provided.  
7

8           **(b) Academic Advising.** A CHA/P Training Center must provide an onsite or online system for  
9 trainee academic advising, documentation of formative and summative evaluations, and advising  
10 pertinent to the role of the community health aide and practitioner and certification.  
11

12           **(c) Attrition.** A system of recording trainee attrition data including the causes and timing of  
13 attrition during training must be in place.  
14

15           **(d) Housing, Meals, and Transportation.** Housing, meals and transportation should be  
16 available, affordable, and conveniently located to face-to-face or traditional trainees.  
17

18           **(e) Internet Connectivity.** A workstation with Internet connectivity must be accessible as an  
19 alternate to an eLearning student's own Internet service.  
20

21           **History:** October 29, 2013, Section 5.10.045 was amended.  
22

23           **Sec. 5.10.050. Community Health Aide Curriculum and Teaching Guidelines.**

24  
25           **(a) Duration of Training and Attendance.** The length of Sessions I, II, III and IV training  
26 sessions are based on the competencies as stated in Sec. 2.20.110, CHA I; Sec. 2.20.210, CHA II; Sec.  
27 2.20.310, CHA III; and Sec. 2.20.410, CHA IV. The CHA/P Training Center must establish and enforce  
28 an attendance policy, which assures that each training participant fully satisfies all conditions of the  
29 training.  
30

31           **(b) Class Size.** The size of classes must allow for faculty/trainee ratios under section  
32 5.10.050(c) [CHA/P curriculum & teaching guidelines; faculty/trainee ratio], and otherwise be determined  
33 by the number of exam rooms available for clinical experience, the size of the classroom for onsite  
34 didactic instruction, course content, past trends identified in the particular class, and the CHA/P  
35 Curriculum requirements for lab skills instruction.  
36

37           **(c) Faculty/Trainee Ratio.** Due to the short, intensive nature of CHA/P courses, faculty/trainee  
38 ratios for clinical instruction during patient encounters, in which the trainee is the primary provider, as  
39 defined in Sec. 5.10.035(b)(1), must be done on a one-to-one basis. For all other clinical instructions the  
40 following faculty/trainee ratios for clinical instruction may not be exceeded:  
41

- 42                   **(1) Sessions I and II:** one to one;  
43                   **(2) Sessions III and IV:** one to two depending on the independence of the trainees.  
44

45           **(d) Classroom and Clinical Instruction.** The intent in instruction for each session is to  
46 integrate the CHA/P Curriculum, the CHAM, and the training and skill of the community health  
47 aide/practitioner, with consideration to the “Role of the Community Health Aide/Practitioner.”

- 48                   (1) The CHA/P Curriculum objectives must be followed as a minimum standard.  
49                   (2) The CHAM must be used as a reference book for teaching community health aides and  
50 practitioners, as a minimum standard.



1           (3) The instructional materials for faculty must consist of the CHA/P Curriculum course  
2 objectives and lesson plans. Instructional materials must be updated every three years. Additionally,  
3 eLearning classes externally linked content not created by the CHA/P instructor must be checked for  
4 accuracy prior to every session.

5           (4) Learning objectives and course expectations must be clearly defined for each trainee.

6  
7           **History:** October 29, 2013, Section 5.10.050 was amended. January 13, 2011, Section 5.10.050(c) and  
8 (d)(3) were amended. October 7, 2009, Section 5.10.050(d)(3) was amended. June 24, 2009, Section  
9 5.10.050(c) was amended. June 18, 2008, Section 5.10.050(d) was amended. November 26, 2002,  
10 Section 5.10.050(a), (b), and (d) were amended.

11  
12           **Sec. 5.10.055. Field Training.**

13  
14           (a) The CHA/P Training Center staff must evaluate each trainee at the end of each session and  
15 prepare a Post Session Learning Needs (PSLN) form to reinforce training and help the trainee to gain  
16 further competency during the 200 hours of village clinical experience between sessions.

17  
18           (b) CHA/P Training Center staff must review the Post Session Field Training Follow-up Plan  
19 for completion of the field training requirements of Basic Training for placement in the next session.

20  
21           **History:** June 24, 2009 Section 5.10.055(a) and (b) were amended.

22  
23           **Sec. 5.10.060. CHA/P Training Center Administration and Records.**

24  
25           (a) **Commitment of Administration.** A CHA/P Training Center must have a memorandum of  
26 agreement updated with each new CHA/P Training Center administrative agency to document on-going  
27 support of staffing positions and program needs.

28  
29           (b) **Secretarial Support.** A CHA/P Training Center should have administrative and secretarial  
30 support sufficient to assure timely and smooth functioning of the program.

31  
32           (c) **CHA/P Training Center Files.** A CHA/P Training Center must have on file for review:  
33 CHA/P Curriculum outlines, learning objectives/lesson plans, session quizzes/exams, CHA/P evaluation  
34 records, application forms, student training files, quality assurance/continuous quality improvement files  
35 and a training plan for employees. A CHA/P Training Center must adopt and enforce policies regarding  
36 retention of CHA/P Training Center files and conditions under which transfer of files may occur. The  
37 retention schedule policy must be consistent with a schedule approved by the Board. The file transfer  
38 policy must require that a record be retained identifying the files that were transferred and to whom.

39  
40           (d) **CHA/P Training Center Office Space.** A CHA/P Training Center should have offices  
41 available for instructors which provide an environment that is conducive to high productivity of its faculty  
42 in preparation for instruction.

43  
44           **History:** November 26, 2002, Section 5.10.060(c) was amended.

45  
46           **Sec. 5.10.065. CHA/P Training Center Self-Evaluation.**

47  
48           (a) **CHA/P Training Center.** A CHA/P Training Center must have a policy on quality  
49 assurance (QA)/continuous quality improvement (CQI). This policy must include

50           (1) documentation of post-session meetings for staff evaluation of training sessions and  
51 quarterly program reviews;

52           (2) evaluation of CHA clinical encounters;

- 1                   (3) Patient Encounter Form (PEF) evaluation for quality and appropriateness of patient care  
2 as delineated by the CHAM;  
3                   (4) weekly evaluation of the CHA in a learner role;  
4                   (5) a summary evaluation of the CHA;  
5                   (6) CHA evaluations of training sessions and individual instructors; and  
6                   (7) faculty peer review of didactic and clinical instruction.  
7

8                   **(b) QA/CQI.** The QA/CQI process must be in effect, documenting that evaluation tools are in  
9 use, trends are identified and the continuous quality improvement process is being implemented to  
10 address and modify those identified trends.  
11

12                   **History:** June 8, 2010, Section 5.10.065 was amended and reformatted. November 26, 2002, Section  
13 5.10.065 was amended.  
14

15                   **Sec. 5.10.070. Faculty Continuing Education.** A CHA/P Training Center must have a  
16 policy on faculty continuing education both in the educational and medical fields. A plan should be  
17 developed annually to meet the policy goals.  
18

## 19                   **Article 20.**

### 20                   **Types of CHA/P Training Center Certification and Recertification**

21  
22                   **Sec. 5.20.010. Start-up Certification.** A CHA/P Training Center may obtain start-up  
23 certification prior to conducting its first training session upon submission of evidence satisfactory to the  
24 Board that it will meet the requirements of sections 5.10.010 [certification] through 5.10.070 [faculty  
25 continuing education]. Start-up certification shall be valid only until the Board evaluates and acts on the  
26 first on-site evaluation, which shall occur during the first training session. At the end of the start-up  
27 certification period the Board shall terminate the certification or grant provisional or full certification.  
28

29                   **Sec. 5.20.020. Full Certification.** The Board shall grant full certification to a CHA/P Training  
30 Center that demonstrates substantial compliance with the requirements of sections 5.10.010 [full  
31 certification] through 5.10.070 [faculty continuing education], through evidence satisfactory to the Board.  
32 Such evidence shall include submission of required materials, satisfactory performance during the on-site  
33 review and satisfactory completion of at least one training session. “Substantial compliance” shall require  
34 a minimum score of 90% on the Review and Approval Committee CHA Education Program Evaluation  
35 Checklist to include meeting all essential items as defined in the checklist.  
36

37                   **History:** January 13, 2011, Section 5.10.020 was amended. October 7, 2009, Section 5.10.020 was amended.  
38

39                   **Sec. 5.20.030. Provisional Certification.** The Board may grant provisional certification to a  
40 CHA/P Training Center with Start-up Certification that is not eligible for full certification under section  
41 5.20.020 provided it meets all the requirements for full certification, except that it is required to score only  
42 a minimum of 80% on the Review and Approval Committee CHA Education Program Evaluation  
43 Checklist. Provisional certification shall be effective for only six months and may be renewed only one  
44 time for a total of no more than one year.  
45

46                   **History:** June 24, 2009, Section 5.20.030 was amended.

1  
2  
3 **Article 30. Continuing Requirements**

4 **Sec. 5.30.010. Periodic Submissions and Reviews.** A CHA/P Training Center fully certified  
5 under section 5.20.020 [full certification] shall submit a CHA/P Training Center Annual RAC  
6 Requirements Review Checklist each year and shall be subject to on-site reviews, upon reasonable notice,  
7 at the discretion of the Board, provided that an on-site review must occur no less often than once every  
8 five years. Such a CHA/P Training Center must notify the Board if a change in any of the following  
9 occurs:

- 10 (1) the person responsible for coordination of the training within the center;  
11 (2) 50 percent or more of the staff within a three-month period;  
12 (3) Medical Advisor;  
13 (4) major changes in methods of CHA/P Curriculum delivery to be submitted prior to  
14 implementation;  
15 (5) facilities used for training; or  
16 (6) administration or finance that affects the viability of the training program.

17 **History:** January 25, 2018, Section 5.30.010 was amended. June 22, 2017, Section 5.30.010 was amended.  
18 October 7, 2009, Section 5.30.010 was amended. November 26, 2002, Section 5.30.010(4) was amended.  
19

20 **Sec. 5.30.020. Monitoring.** A fully or provisionally certified CHA/P Training Center may be  
21 required to submit periodic reports of progress regarding its response to any changes reported under  
22 section 5.30.010 [periodic submissions and reviews], or problems or deficiencies noted during any review  
23 or on-site evaluation.  
24

25 **Article 40. CHA/P Training Center Sanctions**

26  
27 **Sec. 5.40.010. Probation or Termination.** Upon determining that a provisionally certified  
28 CHA/P Training Center has failed to achieve full certification within the required time limit or that a  
29 provisionally or fully certified CHA/P Training Center has failed to demonstrate continued performance at  
30 the applicable levels required under this section, the Board may place the center's certification in a  
31 probationary status or terminate the certification.  
32

33 **Sec. 5.40.020. Conditions of Probation.** If the Board grants a probationary status, it must specify  
34 the conditions for reinstatement of full or provisional certification, which must be satisfied within the time  
35 frame established by the Board, which shall not be longer than six months. The conditions of probation  
36 may include, but are not limited to

- 37 (1) requiring reports to the Board upon matters involving the basis of probation;  
38 (2) limiting training to those sessions prescribed by the Board; and  
39 (3) terminating training until prescribed conditions are satisfied.  
40  
41

42 **Chapter 6.**  
43 **Certification of CHA/P Training Curriculum**

44 **History:** November 26, 2002, Chapter 6, title was amended.  
45  
46

47 **Sec. 6.10.010. Continuous Review.** The Board shall develop and follow a schedule for periodic  
48 review, amendment, and adoption of all aspects of the CHA/P Curriculum and standards relied upon in the  
49 Community Health Aide Program for Alaska. Comments and participation shall be solicited from  
50 Association of Community Health Aide Program Directors, field staff, community health aides and

1 practitioners, CHA/P Training Center staff, and health care providers who relate in any way to the  
2 Community Health Aide Program.

3  
4 **History:** November 26, 2002, Section 6.10.010 was amended.

5  
6 **Sec. 6.10.900. Transition.** The Board shall use the CHA/P Curriculum, field work guidelines, and  
7 other materials and standards developed by committees of the Community Health Aide Directors  
8 Association, including the Academic Review Committee (ARC), Review and Approval Committee  
9 (RAC), CHAM Revision Committee, until such time as it can review and adopt such materials under this  
10 section.

11  
12 **History:** October 3, 2006, Section 6.10.900 was amended. November 26, 2002, Section 6.10.900 was  
13 amended.

14  
15  
16 **Chapter 7.**  
17 **Certification of DHA Training and Curriculum**

18  
19 **History:** November 26, 2002, Chapter 7 was renumbered Chapter 8 and this new Chapter 7 was added.  
20

21 **Article 10. Training Programs, Facilities and Training Staff**

22  
23 **Sec. 7.10.010. Facilities.** Dental health aide training may occur in:

- 24 (1) any certified CHA/P Training Center with facilities appropriate to the training being  
25 provided;  
26 (2) for training not requiring clinical activity, any classroom that generally meets the  
27 standards set under section 5.10.020 [training facilities];  
28 (3) for training requiring clinical activity, any Federal, State, university, or tribal facility  
29 with space, equipment and materials appropriate and adequate to provide each student with a sufficient  
30 opportunity to observe and participate in the training activities; and  
31 (4) as necessary, other locations may be used provided they meet the standards set forth in  
32 this section.

33  
34 **History:** November 26, 2002, Section 7.10.010 was added.

35  
36 **Sec. 7.10.020. Training Staff.**

37  
38 **(a) Qualification and Roles.** Dental health aide training may be coordinated and conducted by  
39 any person who generally meets the standards of section 5.10.025(a) [training staff; qualifications &  
40 roles] as applicable to the specific training being conducted.

41  
42 **(b) Dental Advisor.** All dental health aide training must be conducted under the general  
43 supervision of a dental advisor who must be a dentist, as defined in section 2.30.010 [supervision of  
44 DHAs], who is familiar with the CHA/P Program. The dental advisor may or may not participate directly  
45 in the training, but must be familiar with and have approved the curriculum being taught and the  
46 qualifications of the training staff, and be available to consult with training staff during the training  
47 session should the need arise. Such consultation may occur telephonically or in person.

48  
49 **History:** November 26, 2002, Section 7.10.020 was added.

1           **Sec. 7.10.030. DHA Training Administration and Records.**

2  
3           **(a) Commitment of Administration.** The sponsor of Board approved DHA training programs  
4 must have an agreement with the Alaska Native Tribal Health Consortium Department of Oral Health  
5 Promotion which will document on-going support of staffing positions and program needs and accept and  
6 retain records regarding training and continuing education carried out by the DHA training program.  
7

8           **(b) Secretarial Support.** A DHA training program should have administrative and secretarial  
9 support sufficient to assure timely and smooth functioning of the program and transmittal of records to  
10 the Department of Oral Health Promotion.  
11

12           **(c) DHA Training Program Files.**

13           (1) A DHA training program must have on file for review, or transmit to the Department of  
14 Oral Health Promotion for retention, DHA training outlines, learning objectives/lesson plans, session  
15 quizzes/exams, dental health aide evaluation records, application forms, student training files, quality  
16 assurance/continuous quality improvement files and a training plan for employees.

17           (2) A DHA training program must promptly after the conclusion of each training session,  
18 course or continuing education program transmit to the Department of Oral Health Promotion a list of  
19 each student who attended the program with information about whether the student completed the course  
20 and an evaluation of the student's performance.  
21

22                           **History:** January 22, 2016, Section 7.10.030(a), (b) and (c) were amended. November 26, 2002, Section  
23 7.10.030 was added.  
24

25                           **Article 20. Dental Health Aide Curricula**

26  
27           **Sec. 7.20.010. DHA Core Curriculum.**

28  
29           **(a) Subject Matter.** A DHA Core Curriculum course must address the following topics:

- 30           (1) role of community health aide and practitioner, dental health aide and behavioral health  
31 aide and practitioner in a village;
- 32           (2) general scope of work;
- 33           (3) medical ethics;
- 34           (4) legal issues;
- 35           (5) State of Alaska reporting requirements;
- 36           (6) consent for treatment;
- 37           (7) interviewing skills;
- 38           (8) health/disease process;
- 39           (9) infection and communicable disease;
- 40           (10) introductory anatomy and dental anatomy;
- 41           (11) vocabulary and abbreviations;
- 42           (12) documentation, including “HEAP” (history, examination, assessment and plan) and  
43 “SOAP” (subjective, objective, assessment and plan) forms of documentation;
- 44           (13) introduction to pharmacology;
- 45           (14) introduction to clinic management;
- 46           (15) health care system access, including Medicaid and third party insurance;
- 47           (16) scheduling;
- 48           (17) use of CHAM; and
- 49           (18) introductory medical history taking.

1           **(b) CHA/P Equivalency.** The topics listed in subsection (a) must be addressed in a way  
2 comparable to that required under the CHA/P Curriculum for the comparable topics.  
3

4           **(c) Training.** The training will include didactic instruction and hands-on practice in a lab or  
5 clinic setting sufficient to demonstrate competency of the subject matter listed in subsection (a) of this  
6 section.

7                           **History:** January 22, 2016, Section 7.20.010(c) was amended. June 18, 2008, Section 7.20.010(a)(1)  
8 was amended. January 31, 2005, Section 7.20.010 was amended. November 26, 2002, Section 7.20.010  
9 was added.  
10

11           **Sec. 7.20.020. Primary Oral Health Promotion and Disease Prevention.**  
12

13           **(a) Subject Matter.** A primary oral health promotion and disease prevention course must  
14 address the following topics:

- 15                   (1) introduction to caries disease process;
  - 16                   (2) introduction to periodontal disease process;
  - 17                   (3) theory of oral health promotion and disease prevention;
  - 18                   (4) fluoride as a drug and related issues, including toxicity;
  - 19                   (5) topical fluoride treatments, including gel, foam, varnish and rinse;
  - 20                   (6) diet counseling; and
  - 21                   (7) oral hygiene instruction.
- 22

23           **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
24 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
25 on practice must include a minimum of 6 hours of clinical encounters.  
26

27                           **History:** January 22, 2016, Section 7.20.020(b) was amended. November 26, 2002, Section 7.20.020 was  
28 added.  
29

30           **Sec. 7.20.030. Basic Dental Procedures.**  
31

32           **(a) Subject Matter.** A Basic Dental Procedures course must address the following topics:

- 33                   (1) introductory dental anatomy;
  - 34                   (2) basic infection control principles and practices, including
    - 35                           (A) universal precautions; and
    - 36                           (B) hand washing;
  - 37                   (3) introductory clean/sterile techniques;
  - 38                   (4) introductory identification of dental problems, including oral cancer, and referral;
  - 39                   (5) introductory problem specific history taking; and
  - 40                   (6) introductory dental charting.
- 41

42           **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
43 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
44 on practice must include a minimum of 6 hours clinical encounters.  
45

46                           **History:** January 22, 2016, Section 7.20.030(b) was amended. November 26, 2002, Section 7.20.030 was  
47 added.  
48

49           **Sec. 7.20.040. DHA Advanced Dental Procedures.**  
50

51           **(a) Subject Matter.** A DHA Advanced Dental Procedures course must address the following  
52 topics:

- 1 (1) dental anatomy;
- 2 (2) caries and periodontal disease process;
- 3 (3) dental instruments and equipment;
- 4 (4) dental charting;
- 5 (5) handling and sterilization of instruments;
- 6 (6) disinfection of operatory; and
- 7 (7) patient record documentation.

8  
9 **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
10 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
11 on practice must include a minimum of 7 hours of clinical encounters.

12  
13 **History:** January 22, 2016, Section 7.20.040(b) was amended. November 26, 2002, Section 7.20.040 was  
14 added.

15  
16 **Sec. 7.20.050. Village-Based Dental Practice.**

- 17  
18 **(a) Subject Matter.** A Village-Based Dental Practice course must address the following topics:  
19 (1) use of telemedicine technology, including use of intra- and extra-oral cameras;  
20 (2) problem specific medical and dental history taking;  
21 (3) recognition of medical and dental conditions; and  
22 (4) recognition of relationship between medical conditions and oral health.

23  
24 **(b) Training.** The Training will include instruction and hands-on practice in a lab or clinic  
25 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
26 on practice must include a minimum of 7 hours clinical encounters.

27  
28 **History:** January 22, 2016, Section 7.20.050(b) was amended. June 8, 2010, Section 7.20.050(a) was  
29 amended. November 26, 2002, Section 7.20.050 was added.

30  
31 **Sec. 7.20.100. Sealants.**

- 32  
33 **(a) Subject Matter.** A course in sealants must address the following topics:  
34 (1) understanding and following dental orders;  
35 (2) reviewing medical history and identifying contraindications for sealant treatment;  
36 (3) explaining sealant procedure and responding to questions regarding sealant;  
37 (4) proper patient and provider safety procedures, including  
38 (A) proper use and safety procedures related to curing light; and  
39 (B) proper use of etchant material;  
40 (5) isolating and drying teeth to be sealed;  
41 (6) identifying and correcting occlusal discrepancies caused by excess sealant; and  
42 (7) ensuring retention of the sealant.

43  
44 **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
45 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
46 on practice must include a minimum of 7 hours clinical encounters.

47  
48 **History:** January 22, 2016, Section 7.20.100(b) was amended. November 26, 2002, Section 7.20.100 was  
49 added.

50  
51 **Sec. 7.20.110. Dental Prophylaxis.**

52

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1           **(a) Subject Matter.** A course in dental prophylaxis must address the following topics:

- 2           (1) understanding and following dental orders;
- 3           (2) reviewing medical history and identify contraindications for performing prophylaxis;
- 4           (3) understanding when the patient should be referred to a dentist prior to carrying out  
5 prophylaxis;
- 6           (4) explaining prophylaxis procedure and respond to questions from patient regarding  
7 prophylaxis;
- 8           (5) proper patient and provider safety procedures, including:
- 9                 (A) proper use of dental instruments for safety of patient and provider; and
- 10                (B) proper use of ultrasonic scalers;
- 11           (6) scaling and polishing to remove plaque, calculus, and stains from the coronal or  
12 exposed surface of the tooth; and
- 13           (7) consistent with direct orders from the dentist after a dental examination, sulcular  
14 irrigation.

15

16           **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
17 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
18 on practice must include a minimum of 16 hours of clinical encounters.

19

20           **History:** October 27, 2016, Section 7.20.110(a)(5)(B) was amended. January 22, 2016, Section 7.20.110(b)  
21 was amended. October 30, 2014, Section 7.20.110(a)(6) was amended. June 8, 2010, Section 7.20.110(a) and  
22 (b) were amended. November 26, 2002, Section 7.20.110 was added.

23

24           **Sec. 7.20.120. Dental Radiology.**

25

26           **(a) Subject Matter.** A course in dental radiology must address the following topics:

- 27           (1) components of an x-ray machine,
- 28           (2) kilovoltage (kVp),
- 29           (3) density and contrast,
- 30           (4) milliamperage (mA),
- 31           (5) exposure time,
- 32           (6) film type,
- 33           (7) automatic processing equipment,
- 34           (8) darkroom lighting,
- 35           (9) purpose of film mounts,
- 36           (10) radiological protection,
- 37           (11) radiographic quality,
- 38           (12) radiographic technique,
- 39           (13) processing technique,
- 40           (14) presentation of radiographs,
- 41           (15) radiographic infection control,
- 42           (16) special radiograph techniques,
- 43           (17) maintenance of processor equipment,
- 44           (18) mounting and labeling of radiographs,
- 45           (19) radiological protection of operator and patient,
- 46           (20) use and storage of the lead apron and thyroid collar,
- 47           (21) review medical history and identify contraindications for performing x-rays,
- 48           (22) dosimeter (film badge) and radiology reports,
- 49           (23) recognition and correction of
- 50                 (A) distortion,
- 51                 (B) overlap,



- 1 (C) cone-cutting, and
- 2 (D) automatic processing problems;
- 3 (24) use of film holding devices,
- 4 (25) positioning and exposing intra-oral radiographs,
- 5 (26) troubleshooting
- 6 (A) technique errors, and
- 7 (B) processing errors;
- 8 (27) film handling during processing,
- 9 (28) film labeling,
- 10 (29) use of landmarks to mount film,
- 11 (30) use of daylight loader; and
- 12 (31) basic knowledge of digital radiography.

13  
14 **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
15 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
16 on practice must include a minimum of 12 hours of clinical encounters.

17  
18 **History:** January 22, 2016, Section 7.20.120(b) was amended. June 8, 2010, Section 7.20.120(a) was  
19 amended. November 26, 2002, Section 7.20.120 was added.

20  
21 **Sec. 7.20.130. Dental Assisting.**

22  
23 **(a) Subject Matter.** A course in dental assisting must address the following topics:

- 24 (1) applying topical anesthetic agents;
- 25 (2) placing and removing rubber dams;
- 26 (3) basic knowledge of dental materials, instruments, and procedures;
- 27 (4) four-handed instrument transfer;
- 28 (5) dental charting and patient record documentation;
- 29 (6) proper handling and sterilization of instruments; and
- 30 (7) disinfection of operatory.

31  
32 **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
33 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
34 on practice must include a minimum of 20 hours of clinical encounters

35  
36 **History:** January 26, 2017, Section 7.20.130(a) was amended. January 22, 2016, Section 7.20.130(b) was  
37 amended. June 8, 2010, Section 7.20.130(a) was amended. November 26, 2002, Section 7.20.130 was added.

38  
39 **Sec. 7.20.140. Atraumatic Restorative Treatment (ART).**

40  
41 **(a) Subject Matter.** A course in atraumatic restorative treatment must address the following  
42 topics:

- 43 (1) understanding and following dental orders;
- 44 (2) reviewing medical history and identifying contraindications for performing ART;
- 45 (3) identify cases appropriate for ART;
- 46 (4) understanding when the patient should be referred to a dentist;
- 47 (5) explaining ART procedure and responding to questions from patient regarding ART;
- 48 (6) proper patient and provider safety procedures, including proper use of dental  
49 instruments;
- 50 (7) isolating the tooth/teeth;
- 51 (8) removing gross caries with hand instruments;

1                   (9) mixing, placing and contouring appropriate restorative material; and  
2                   (10) recognizing potential and actual procedural complications and consulting appropriately  
3 with the dentist.  
4

5                   **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
6 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
7 on practice must include a minimum of 21 hours of clinical encounters  
8

9                   **History:** January 22, 2016, Section 7.20.140(b) was amended. June 8, 2010, Section 7.20.140(a)(3) was  
10 amended. November 26, 2002, Section 7.20.140 was added.  
11

12                   **Sec. 7.20.200. Basic Restorative Functions.**  
13

14                   **(a) Subject Matter.** A course in basic restorative functions must address the following topics:  
15                   (1) advanced tooth morphology, structure and function;  
16                   (2) discrimination between acceptable and unacceptable restoration;  
17                   (3) placement and finishing of Class I, II and V dental amalgams (simple fillings) after  
18 preparation by the dentist or dental health aide therapist;  
19                   (4) dental composite placement Class I, III and V (simple fillings) after preparation by a  
20 dentist or dental health aide therapist; and  
21                   (5) appropriate post-procedure instructions.  
22

23                   **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
24 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
25 on practice must include a minimum of 21 hours of clinical encounters.  
26

27                   **History:** January 22, 2016, Section 7.20.200(b) was amended. November 26, 2002, Section 7.20.200 was  
28 added.  
29

30                   **Sec. 7.20.210. Advanced Restorative Functions.**  
31

32                   **(a) Subject Matter.** A course in advanced restorative functions must address the following  
33 topics:  
34                   (1) the basics of occlusion as they apply to restorative dentistry; and  
35                   (2) current state-of-the-art dentinal bonding agents;  
36                   (3) placement and finishing of cusp protected amalgam and complex Class II amalgams  
37 (complex fillings);  
38                   (4) placement and finishing of dental composite Class II and IV (complex fillings); and  
39                   (5) appropriate post-procedure instructions.  
40

41                   **(b) Training.** The training will include instruction and hands-on practice in a lab or clinic  
42 setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-  
43 on practice must include a minimum of 21 hours of clinical encounters.  
44

45                   **History:** January 22, 2016, Section 7.20.210(b) was amended. November 26, 2002, Section 7.20.210 was  
46 added.  
47

48                   **Sec. 7.20.220. Stainless Steel Crowns.**  
49

50                   **(a) Subject Matter.** A course in stainless steel crowns must address the following topics:  
51                   (1) selecting the appropriate stainless steel crown;  
52                   (2) modifying the crown, as necessary;  
53

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- (3) checking and correcting occlusion, contact and margins of stainless steel crown;
- (4) cementing and removing excess cement;
- (5) reverifying the occlusion; and
- (6) providing appropriate post-procedure instructions.

**(b) Training.** The training will include instruction and hands-on practice in a lab or clinic setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must include a minimum of 14 hours of clinical encounters.

**History:** January 22, 2016, Section 7.20.220(b) was amended. November 26, 2002, Section 7.20.220 was added.

**Sec. 7.20.300. Dental Health Aide Hygienist Training Program.** A DHA hygienist training program must provide instruction and clinical training equivalent to that required for accreditation by the Commission on Dental Accreditation of the American Dental Association.

**History:** June 8, 2010, Section 7.20.300 was amended. November 26, 2002, Section 7.20.300 was added.

**Sec. 7.20.400. Local Anesthetic Administration.**

**(a) Subject Matter.** A course in local anesthetic administration must address the following topics:

- (1) medical history evaluation procedures;
- (2) anatomy of the head, neck and oral cavity as it relates to administering local anesthetic agents;
- (3) pharmacology of local anesthetic agents, vasoconstrictors and preservatives, including physiologic actions, types of anesthetics, and maximum dose per weight;
- (4) systemic conditions which influence selection and administration of anesthetic agents;
- (5) signs and symptoms of reactions to local anesthetic agents, including monitoring of vital signs;
- (6) management of reactions to, or complications associated with, the administration of local anesthetic agents;
- (7) selection and preparation of the instruments, supplies and equipment for administering various local anesthetic agents; and
- (8) methods of administering local anesthetic agents with emphasis on
  - (A) technique,
  - (B) aspiration,
  - (C) slow injection; and
  - (D) minimum effective dosage.

**(b) Training.** The training will include instruction and hands-on practice in a lab or clinic setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must include clinical experience sufficient to establish the dental health aide's ability to adequately anesthetize the entire dentition and supporting structure in a clinical setting, and a minimum of 16 hours of clinical encounters.

**History:** January 22, 2016, Section 7.20.400(b) was amended. January 13, 2011, Section 7.20.400(b)(3) was amended. June 8, 2010, Section 7.20.400(b) was amended. November 26, 2002, Section 7.20.400 was added.

**Sec. 7.20.500. Dental Health Aide Therapist Educational Program.** A DHAT Educational Program must provide instruction and clinical education equivalent to that established by the Commission

1 on Dental Accreditation (CODA) in their accreditation standards for dental therapy education programs or  
2 the Alaska DHAT Educational Program.

3  
4 **History:** January 22, 2016, Section 7.20.500 was amended. November 26, 2002, Section 7.20.500 was added.  
5

6 **Article 30. Certification of DHA Training Curriculum**  
7

8 **Sec. 7.30.010. Curriculum Approval.** Dental health aide training curriculum may be approved  
9 by the Board generally or on a class by class basis provided each course curriculum meets the minimum  
10 content requirements set forth in article 20 of this chapter and has been reviewed and is recommended by  
11 the Dental Academic Review Committee described under section 7.30.100 [DARC].  
12

13 **History:** November 26, 2002, Section 7.30.010 was added.  
14

15 **Sec. 7.30.100. Dental Academic Review Committee (DARC).**  
16

17 **(a) Membership.** The dental academic review committee satisfies these *Standards* if it  
18 includes:

19 (1) 3 dentists, as defined in sec 2.30.010 [supervision of DHAs], who are employed by the  
20 IHS, a tribe or tribal organization, provided that at least:

21 (A) one must be actively involved in development and implementation of dental  
22 health aide training;

23 (B) one must be the chief or deputy chief dentist in a tribal health program, and

24 (C) one must be actively engaged in clinical practice;

25 (2) one licensed dental hygienist employed by the IHS, a tribe or tribal organization; and

26 (3) to the extent feasible,

27 (A) one representative of the CHA/P Academic Review Committee; and

28 (B) one CHA/P Training Center representative; and currently employed by a  
29 certified CHA/P Training Center; and

30 (4) provided that at least one of the members must have community health aide or dental  
31 health aide field supervision experience.  
32

33 **(b) Quorum.** Recommendations for approval of curriculum under section 7.30.010 [curriculum  
34 approval] may only be made by the DARC if a quorum was first established. A quorum shall consist of a  
35 minimum of four members at least two of whom must be dentists.  
36

37 **History:** June 18, 2008, Section 7.30.100(a) was amended. November 26, 2002, Section 7.30.100 was  
38 added.  
39

40 **Sec. 7.30.200. Development and Transition.**  
41

42 **(a) Development.** The Board shall use IHS training and work guidelines, standardized materials  
43 accepted in the dental practice community, materials developed by DARC, applicable materials and  
44 standards developed by committees of the Community Health Aide Directors Association, including  
45 ARC, RAC, CHAM, and other appropriate resource material until fully integrated DHA program center  
46 and curriculum standards are developed and reviewed and approved by the Board.  
47

48 **(b) Transition.** The absence of a fully developed DHA training program and DHA curriculum  
49 standards shall not be justification for the Board deferring the review and approval of curriculum  
50 recommended by DARC or for denying certification to an individual who has otherwise met the  
51 requirements of Chapter 2 Article 30.

1 **History:** October 3, 2006, Section 7.30.200(a) was amended. November 26, 2002, Section 7.30.200 was  
2 added.  
3

4 **Chapter 8.**  
5 **Certification of BHA Training and Curriculum**

6 **History:** June 18, 2008, Chapter 8 was renumbered Chapter 9 and this new Chapter 8 was added.  
7  
8

9 **Article 10. Training Programs, Facilities, and Training Staff.**

10  
11 **Sec. 8.10.010. Facilities.** A BHA training center facility must provide classroom, or e-classroom  
12 and clinical environments that are conducive to a positive learning experience for faculty and behavioral  
13 health aide trainees by ensuring that:

14 (1) Traditional classrooms have appropriate space and privacy. Specific consideration and  
15 evaluation in the areas of safety, adequacy of space, air quality, lighting, heating, and storage must be  
16 documented; and

17 (2) e-classrooms have appropriate policies on Internet safety and privacy, appropriate  
18 language, emergency procedures for Internet outages, and recommendations on lighting, noise, and an  
19 ergonomic environment.

20  
21 **History:** January 22, 2015, Section 8.10.010 was amended. June 18, 2008, Section 8.10.010 was added.  
22

23 **Sec. 8.10.020. Training Staff.**

24  
25 (a) **Qualification and Roles.** Behavioral health aide and practitioner training may be  
26 coordinated and conducted by any person who generally meets the standards of this section.

27 (1) **Director/Instructor of Record.** The BHA training center Director/Instructor of Record

28 (A) must be a licensed behavioral health clinician or behavioral health professional  
29 who will assume responsibilities for course development, evaluation and revision, and the evaluation of  
30 students and instructors.

31 (B) should be an individual with a combination of education, research, work, and/or  
32 life experience which are relevant to providing leadership in a BHA training center program, including an  
33 orientation to Alaska Native culture and traditions and be familiar with the CHA Program.

34 (C) may or may not participate directly in the training, but must be familiar with and  
35 have approved the curriculum being taught and the qualifications of the training staff, and be available to  
36 consult with training staff during the training session should the need arise. Such consultation may occur  
37 telephonically or in person.

38 (D) should have a background in health and education and be able to administrate,  
39 serve in a statewide liaison role, uphold the mission of the statewide program, and provide program  
40 direction, development, and leadership.

41 (2) **Instructor.** BHA training center instructors must consist of a majority of behavioral  
42 health professionals or licensed behavioral health clinicians. All instructors will be monitored to assure  
43 compliance with the BHA Curriculum and competence in subject being taught. Instructors teaching BHA  
44 curriculum via eLearning must demonstrate competency in e-teaching by experience, completed  
45 coursework, or other approved measures. All instructors should be certified, licensed, or have other  
46 training in the knowledge and skills that they are teaching, including knowledge of Alaska Native  
47 traditions and culture.

48  
49 **History:** January 22, 2015, Section 8.10.020 was amended. June 18, 2008, Section 8.10.020 was added.

1           **Sec. 8.10.030. BHA/P Training Administration and Records.**  
2

3           **(a) Educational Program Philosophy.** A BHA training program must have on file a mission  
4 statement that reflects the statewide nature of the program, and the goals and objectives, which must  
5 include quality health care, competency based instruction, emphasis on clinical instruction and skills,  
6 awareness of cultural influences, emphasis on a positive learning environment, and respect for the unique  
7 needs of the adult learner.  
8

9           **(b) Job Descriptions.** Job descriptions must be on file for each member of the training staff  
10 which reflect the roles and responsibilities outlined in Sec. 8.10.020(a) [Qualifications and Roles].  
11

12           **(c) Orientation of New Staff.** A training program must have in place a written orientation  
13 procedure for new employees which will minimally include the BHA mission, goals, and objectives; the  
14 BHA Curriculum; the methods of instruction, and function of the statewide program; cultural diversity;  
15 the role of the BHA; and the BHA certification process.  
16

17           **(d) Commitment of Administration.** A training program must document on-going support of  
18 staffing positions and program needs and accept and retain records regarding training and continuing  
19 education.  
20

21           **(e) Secretarial Support.** A training program should have administrative and secretarial support  
22 sufficient to assure timely and smooth functioning of the program and transmittal of records to the  
23 Certification Board, as required.  
24

25           **(f) Training Program Files.** A training program must have on file for review: training outlines,  
26 learning objectives, lesson plans, session quizzes and exams, behavioral health aide or practitioner  
27 evaluation records, application forms, student training files, quality assurance/continuous quality  
28 improvement files and a training plan for employees.  
29

30           **(g) Continuing Education.** A training center must have a policy on continuing education  
31 requirements for the Director and Instructors. A plan should be developed annually to meet the policy  
32 goals.  
33

34                           **History:** January 22, 2015, Section 8.10.030 was amended. October 17, 2014, Section 8.10.030(a) was  
35 amended. June 12, 2014, Section 8.10.030 was amended. June 18, 2008, Section 8.10.030 was added.  
36

37           **Sec. 8.10.040. BHA Training Center Self-Evaluation.**  
38

39           **(a) BHA Training Center.** A behavioral health aide or practitioner training program must have  
40 a policy on quality assurance (QA)/continuous quality improvement (CQI). This policy must include:

- 41                           (1) BHA evaluations of training sessions and individual instructors, and  
42                           (2) documentation of meetings for staff evaluation of training sessions and quarterly  
43 program reviews.  
44

45           **(b) QA/CQI.** The QA/CQI process must be in effect, documenting that evaluation tools are in  
46 use, trends are identified and the continuous quality improvement process is being implemented to  
47 address and modify those identified trends.  
48

49                           **History:** January 22, 2015, Section 8.10.040 was added.

1           **Sec. 8.10.050. Trainee Services.**  
2

3           **(a) Counseling and Health Services.** A system must be in place to refer trainees to confidential  
4 counseling by a behavioral health professional or licensed behavioral health clinician which may include  
5 having such persons available during course training. A system to provide acute care and emergency  
6 health services must also be provided.  
7

8           **(b) Academic Advising.** A training center must provide a system for trainee academic advising  
9 pertinent to the role and certification of the BHA.  
10

11           **(c) Attrition.** A system of recording trainee attrition data including the causes and timing of  
12 attrition during training must be in place.  
13

14           **(d) Housing, Meals, and Transportation.** Housing, meals and transportation should be  
15 available, affordable, and conveniently located to the face-to-face training site.  
16

17           **(e) Internet Connectivity.** A workstation with Internet connectivity must be accessible as an  
18 alternate to an eLearning student’s own Internet service.  
19

20                   **History:** January 22, 2015, Section 8.10.050 was added.  
21

22   **Article 20.**  
23   **Behavioral Health Aide and Practitioner Curricula**  
24

25           **Sec. 8.20.010. Equivalent Courses.** The Behavioral Health Academic Review Committee shall  
26 maintain and provide to the Board a list of courses that the Behavioral Health Academic Review  
27 Committee has determined to contain course content equivalent to that required under this Article 20  
28 [BHA curricula]. Applicants who have satisfactorily completed such courses shall be deemed to have met  
29 the applicable curricula requirements.  
30

31                   **History:** June 12, 2014, Section 8.20.010 was amended. June 18, 2008, Section 8.20.010 was added.  
32

33           **Sec. 8.20.050. General Orientation.**  
34

35           **(a) Minimum Hours.** This course shall be no fewer than 28 contact hours which must include 4  
36 contact hours regarding communication skills identified in section 8.20.050(c) and may be provided as an  
37 in-service training program by the employer.  
38

39           **(b) Content.** This course shall provide an introduction to:  
40                   (1) the Alaska Tribal Health System;  
41                   (2) the history, statutory authority for, and current status of the Community Health Aide  
42 Program;  
43                   (3) community health aide program certification and the Community Health Aide Program  
44 Certification Board;  
45                   (4) the *Alaska Community Health Aide/Practitioner Manual* and the *Behavioral Health*  
46 *Aide Manual* and their uses;  
47                   (5) the dental health aide component of the community health aide program;  
48                   (6) the behavioral health care system in Alaska and how individuals may access it; and  
49                   (7) how the Alaska Tribal Health System is structured and the relationship of behavioral  
50 health within the care system, including individual regional differences, as appropriate.

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1           (c) **Communication Skills.** During this general orientation, an evaluation of the trainee’s  
2 communication, including writing skills, shall be conducted. If the trainee’s communication skills are  
3 insufficient to allow the trainee to successfully complete the remainder of the training and perform the  
4 work of a behavioral health aide or practitioner, a plan for improvement must be developed, before the  
5 trainee may proceed with other courses. The plan must be monitored for successful achievement of skills  
6 sufficient for the trainee to successfully perform the requisite course work and, ultimately, the work  
7 required for certification at the level of certification sought by the trainee. The communication skills  
8 improvement plan and monitoring may be required and continued throughout training and certification for  
9 each level of behavioral health aide or practitioner certification. This requirement shall not preclude  
10 assisting the trainee to satisfy the minimum communication skills requirements through accommodations  
11 such as dictation; computer assisted spelling programs and other means to assist the trainee to adequately  
12 communicate necessary information.

13  
14           **History:** June 12, 2014, Section 8.20.050 was amended. June 18, 2008, Section 8.20.050 was added.

15  
16           **Sec. 8.20.100. Orientation to Village-Based Behavioral Health Services.** This course shall be 8  
17 contact hours and may be provided as an in-service training program by the employer.

- 18  
19           (a) The course will provide an introduction to:  
20               (1) village-based behavioral health services;  
21               (2) the rationale and philosophy for providing prevention, early intervention and case  
22 management within the community of client residence;  
23               (3) emergency behavioral health response protocols;  
24               (4) the use of clinical supervision to support quality of services.  
25           (b) The instructor will work with each student to create a strength-based professional  
26 development plan that identifies the student’s training and supervision needs and use the student’s test  
27 results to identify strengths and areas for development.

28  
29           **History:** June 18, 2008, Section 8.20.100 was added.

- 30  
31           **Sec. 8.20.110. Ethics and Consent.** This course, which shall be 6 contact hours, will provide  
32           (a) foundational information regarding:  
33               (1) the need for professional ethics;  
34               (2) the difference among ethics, agency policies and procedures, and laws that govern  
35 practice;  
36               (3) personal and professional boundaries in a village-based setting, including identification  
37 of personal relationships and conflicts and their effect on a professional relationship;  
38               (4) client’s rights and the duty to protect and advocate for them;  
39               (5) the code of ethics for Behavioral Health Aides, with discussion of using the code of  
40 ethics as guidance in providing client services; and  
41               (6) the duty to obtain informed consent, including its application to:  
42                   (A) adults, minors, individuals with limited or impaired capacity, and individuals  
43 subject to court order such as guardianship;  
44                   (B) disclosure of information;  
45                   (C) providers who are delivering services through tele-health modalities; and  
46           (b) applied exercises to help trainees identify and develop responses to common ethical and  
47 consent issues.

48  
49           **History:** June 18, 2008, Section 8.20.110 was added.



1           **Sec. 8.20.115. Confidentiality and Privacy.** This course, which shall be 6 contact hours, will  
2 provide

- 3           (a) foundational and practice information about:
- 4               (1) confidentiality and privacy requirements under applicable law and regulation, including  
5 the Federal Privacy Act and the Health Insurance Portability and Accountability Act (“HIPAA”) and their  
6 application to delivery of behavioral health services;
- 7               (2) exceptions to confidentiality requirements that occur without client consent, including:  
8                   (A) reporting requirements, including those arising from suspected child abuse, elder  
9 abuse;
- 10                   (B) risk of harm to self or others;
- 11                   (C) others permitted by law; and
- 12                   (D) distinguishing among types of court orders (e.g. subpoenas vs. direct judicial  
13 orders);
- 14               (3) client consent, including
- 15                   (A) form of and limits to authorizations; and
- 16                   (B) special issues applicable to minors and individuals subject to guardianship;
- 17               (4) protecting written and electronic records;
- 18               (5) protecting privacy in various situations, including crowded settings, and in family and  
19 group counseling;
- 20               (6) special rules regarding infectious diseases and other information subject to special  
21 confidentiality or privacy rules; and
- 22           (b) applied exercises to help trainees:
- 23               (1) identify and develop responses to common confidentiality and privacy situations; and
- 24               (2) obtain appropriate authorizations for release of information and how to use and  
25 document such authorizations.

26  
27           **History:** June 18, 2008, Section 8.20.115 was added.

28  
29           **Sec. 8.20.125. Introduction to Behavioral Health.** This course, which shall require 24 contact  
30 hours (which shall include 8 contact hours regarding mental health, 8 contact hours regarding substance  
31 use disorders, and 8 contact hours regarding other behavioral health issues), will provide an introduction  
32 to

- 33           (1) the range of behavioral health issues experienced by individuals, families, and  
34 communities;
- 35           (2) the comprehensive continuum of care that can address behavioral health issues of  
36 various degrees of seriousness;
- 37           (3) common mental health disorders and the associated risk factors and treatment options,  
38 including therapeutic medications;
- 39           (4) addictive substances, including alcohol, tobacco (cigarettes/cigars/pipe, commercial  
40 chew, Iqmik/Dedigus/Blackbull), psychoactive substances (stimulants, depressants and psychedelics), and  
41 other substances (e.g., inhalants, anabolic steroids, and prescription drugs) and the associated risk factors  
42 and treatment options;
- 43           (5) other addictive behaviors (e.g. gambling, pornography) and the associated risk factors  
44 and treatment options; and
- 45           (6) other behavioral health issues, including child abuse and neglect, domestic violence,  
46 elder abuse, fetal alcohol spectrum disorder (FASD), homicide, disaster events, attention deficit disorder  
47 (ADD), attention deficit hyperactivity disorder (ADHD), developmental disabilities, co-occurring  
48 disorders, and other conditions and events that effect behavior and adjustment.

49  
50           **History:** June 18, 2008, Section 8.20.125 was added.

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1           **Sec. 8.20.135. Introduction to Counseling.** This course, which shall be 12 contact hours, will  
2 provide

3           (a) foundational information about:

4                   (1) personal characteristics of an effective counselor (establishing personal counseling  
5 values and philosophy);

6                   (2) interviewing and listening skills;

7                   (3) defining counselor and client roles;

8                   (4) how to establish a counseling relationship;

9                   (5) problem identification, goal development, and action planning with a client; and

10                  (6) the client’s responsibility in counseling and how to assist and motivate a client to  
11 discover and practice more appropriate and healthy behavior; and

12           (b) applied exercises in which trainees can practice the client-centered approach, using  
13 communication skills such as listening, attending, and reflection during intake, assessment/evaluation,  
14 planning and case management.

15  
16                   **History:** June 18, 2008, Section 8.20.135 was added.

17  
18           **Sec. 8.20.140. Introduction to Documentation.** This course, which shall be 12 contact  
19 hours, will provide

20           (a) foundational information regarding:

21                   (1) the establishment and maintenance of a quality client record, including the essential  
22 components of clinical/counseling records, including assessments, treatment plans, progress notes,  
23 discharge summaries, and authorizations for disclosure;

24                   (2) the purpose and elements of case narrative recording, including using data, assessment,  
25 and plan (“DAP”); subjective, objective, assessment and plan (“SOAP”); and other formats for case  
26 narrative recording;

27           (b) an introduction to:

28                   (1) the use of standardized information management systems and screening tools widely  
29 used by Alaska behavioral health programs;

30                   (2) using criteria contained in the Diagnostic and Statistical Manual and American Society  
31 of Addiction Medicine (“ASAM”) Patient Placement Criteria (“PCC”) to standardize documentation in  
32 relation to treatment and service planning (problem list, goals, objectives, and interventions);

33                   (3) documentation requirements specific to prevalent payers and accrediting bodies, such  
34 as Medicaid, Medicare, Commission on the Accreditation of Rehabilitation Facilities (“CARF”), and The  
35 Joint Commission; and

36                   (4) special documentation issues arising:

37                           (A) in family and group counseling; and

38                           (B) when recording information subject to special confidentiality conditions, such as  
39 information about infectious diseases;

40                   (5) administrative record keeping; and

41           (c) applied exercises in which trainees practice documenting client related work and consider  
42 the effect of confidentiality rules on the application of documentation requirements.

43  
44                   **History:** May 15, 2014, Section 8.20.140(c) was amended. June 18, 2008, Section 8.20.140 was added.

45  
46           **Sec. 8.20.145. Survey of Community Resources and Case Management.** This course, which  
47 shall be 8 contact hours, will provide

48           (a) (1) an introduction to foundational and practice information about the identification and  
49 use of available community resources (locally, regionally and statewide) related to coordinating services  
50 and case management;

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1 (2) an introduction to identifying and evaluating the appropriateness of potential resources  
2 for the individual client and making referrals; and

3 (3) an emphasis on the creative use of agency-based and other community and family  
4 resources; and

5 (4) an introduction to the role and delivery of case management services; and  
6 (b) applied exercises in identification of appropriate resources, how to help clients access other  
7 resources, and case management.

8  
9 **History:** June 18, 2008, Section 8.20.145 was added.

10  
11 **Sec. 8.20.150. Working with Diverse Populations.** This course, which shall be 12 contact hours,  
12 will provide

13 (1) foundational and practice information regarding working with clients of different ethnic  
14 or racial heritage, age, gender, lifestyle, sexual orientation, spirituality, and socioeconomic status;

15 (2) an introduction to beliefs, attitudes, knowledge and skills generally maintained by an  
16 effective multi-culturally aware counselor;

17 (3) applied exercises to develop skills associated with respectfully assessing client needs;

18 (4) strategies for working in Alaska Native community with other prominent  
19 minority/cultural groups in rural Alaska; and

20 (5) information regarding the implications of personal and cultural historical trauma.

21  
22 **History:** May 15, 2014, Section 8.20.150 was amended. June 18, 2008, Section 8.20.150 was added.

23  
24 **Sec. 8.20.155. Introduction to Group Counseling.** This course, which shall be 8 contact hours,  
25 will provide

26 (a) an introduction to foundational and practice information about:

27 (1) types and uses of groups for education and treatment;

28 (2) how to encourage and support self-help groups, e.g. Alcoholics Anonymous and Adult  
29 Children of Alcoholics;

30 (3) how to assess the potential for establishing other groups;

31 (4) group counseling dynamics, including open ended and closed groups; and

32 (b) a primary focus on the purpose of and conducting:

33 (1) educational/ informational groups; and

34 (2) “talking circles” as a therapeutic group process;

35 (c) privacy and documentation issues arising in various group models; and

36 (d) applied exercises in which trainees may practice skills associated with planning, facilitating,  
37 or leading groups.

38  
39 **History:** June 18, 2008, Section 8.20.155 was added.

40  
41 **Sec. 8.20.160. Crisis Intervention.** This course, which shall be 16 contact hours, will provide an  
42 introduction to foundational and practice information about

43 (1) common crisis events (domestic violence, physical or sexual abuse or assault, other  
44 violence, depression, substance use relapse, psychosis, job loss/financial problems, death, onset of serious  
45 medical condition or injury, loss of a relationship, bullying);

46 (2) dynamics of crisis events and response, including:

47 (A) assessment and evaluation of immediate risks, including risk of harm to self or  
48 others, and protective factors;

49 (B) using crisis for positive change;

50 (C) working with families and communities affected by crisis events;

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- 1 (3) stages and course of response to crisis events, including continuum of care from least to  
2 most restrictive;
- 3 (4) applying dynamics of crisis to suicide, including  
4 (A) common misconceptions regarding suicide;  
5 (B) age-related suicidal ideation;  
6 (C) evaluation of risk of harm to self or others;  
7 (D) working with families and communities affected by suicide;
- 8 (5) recognition of and immediate response to risk to clients who pose a risk to themselves  
9 or others;
- 10 (6) working with clinical supervisor to respond to imminent crises;  
11 (7) the “civil commitment” process under Alaska law;  
12 (8) survivor (family, friends, & community) care; and  
13 (9) how community-based suicide prevention may be started and supported.  
14

15 **History:** June 18, 2008, Section 8.20.160 was added.  
16

17 **Sec. 8.20.165. HIV/AIDS and Blood Borne Pathogens.** This course, which shall be 8 contact  
18 hours, will provide

- 19 (1) practice information regarding universal precautions and risk reduction;  
20 (2) health status and risk information regarding hepatitis, sexually transmitted diseases,  
21 tuberculosis, HIV and other infectious diseases that pose common risks for individuals with substance use  
22 disorders;  
23 (3) information regarding availability of testing, counseling and treatment for sexually  
24 transmitted diseases;  
25 (4) practice information about how to approach lifestyle or risk issues; and  
26 (5) guidance in providing referral options for client pre-test/post-test counseling support for  
27 HIV testing.  
28

29 **History:** June 18, 2008, Section 8.20.165 was added.  
30

31 **Sec. 8.20.170. Community Approach to Promoting Behavioral Health.** This course, which  
32 shall be 8 contact hours, will provide

- 33 (a) foundational philosophy and practice information related to:  
34 (1) community readiness assessment, community based prevention activities, and  
35 community development;  
36 (2) key features of prevention (universal, selective, and indicated);  
37 (3) identification and evaluation of community needs;  
38 (4) determine key stakeholders with whom to partner when addressing community issues;
- 39 (b) applied exercises for developing  
40 (1) community assessment;  
41 (2) community prevention strategies; and  
42 (3) and providing brief public presentations.  
43

44 **History:** June 18, 2008, Section 8.20.170 was added.  
45

46 **Sec. 8.20.175. Family Systems I.** This course, which shall be 16 contact hours, will provide, with  
47 an emphasis on Alaska Native family systems

- 48 (a) an introduction to foundational and practice information regarding:  
49 (1) family systems theory, kinship patterns, and family dynamics;  
50 (2) family roles and effect of behavioral health disorders on individuals within the family  
51 and on the family as a system;

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- 1 (3) communication within families and assessment of barriers;
- 2 (4) common response to stresses such as inadequate housing or income, job loss, illness;
- 3 (5) recognition and assessment of family norms;
- 4 (6) understanding life stages and their role in family dynamics; and
- 5 (7) role of extended family;
- 6 (8) recognition of harm or risk or harm occurring within a family;
- 7 (9) effects of separation and loss due to divorce, death, foster care, or adoption;
- 8 (b) a focus on supporting healthy family by identifying strengths and working with families to
- 9 develop strategies to promote health and healing; and
- 10 (c) applied practice exercises associated with:
- 11 (1) assessing family functioning;
- 12 (2) supporting healthy family functioning;
- 13 (3) improving family communication and support; and
- 14 (4) responding to risks and harm occurring within a family.
- 15

16 **History:** June 18, 2008, Section 8.20.175 was added.

17

18 **Sec. 8.20.180. Recovery, Health, Wellness and Balance.** This course, which shall be 8 contact

19 hours, will provide

- 20 (a) an introduction to foundational and practice information regarding:
- 21 (1) how personal health, wellness, and balance affect the ability to provide behavioral
- 22 health services;
- 23 (2) strategies for coping with personal and work-related stress so it does not interfere with
- 24 providing appropriate services; and
- 25 (3) appropriate use of supervision to address issues that arise for behavioral health service
- 26 providers in a rural or remote setting;
- 27 (b) applied exercises help trainees practice skills associated with the maintenance of their own
- 28 health and wellness.
- 29

30 **History:** June 18, 2008, Section 8.20.180 was added.

31

32 **Sec. 8.20.220. Psycho-physiology and Behavioral Health.** This course, which shall be 16

33 contact hours, will provide

- 34 (a) foundational information about:
- 35 (1) the brain-body connection,
- 36 (2) nervous system structure,
- 37 (3) neuro-anatomy,
- 38 (4) neurotransmitter & receptor function, and
- 39 (5) drug class/medication effects, and working with medical providers regarding
- 40 medication management; and
- 41 (b) exercises to help the trainee:
- 42 (1) understand the impact and importance of psychoactive substances (legal and illicit), and
- 43 (2) develop ability to discuss psychoactive effects/implications with clients.
- 44

45 **History:** June 18, 2008, Section 8.20.220 was added.

46

47 **Sec. 8.20.225. Introduction to Co-Occurring Disorders.** This course, which shall be 8 contact

48 hours, will provide

- 49 (a) foundational information about the following mental health conditions:
- 50 (1) anxiety disorders,
- 51 (2) mood disorders,

- 1 (3) personality disorders,
- 2 (4) conduct disorders,
- 3 (5) phobic disorders,
- 4 (6) post-traumatic stress disorder; and
- 5 (7) thought disorders;

6 (b) a basic understanding of how mental health, substance use disorders, and other conditions  
7 can exist in combination, and affect treatment services and process and therapeutic medication  
8 management;

9 (c) information about potential cause and origin of these disorders, along with a client  
10 perspective of the symptoms and limitations;

11 (d) applied exercises will help the trainees practice their developing skills associated with  
12 identifying and describing these disorders; and

13 (e) an understanding of the process of recovery techniques for relapse prevention as they relate  
14 to both substance use and mental health disorders.

15  
16 **History:** June 18, 2008, Section 8.20.225 was added.

17  
18 **Sec. 8.20.228. Tobacco Dependency Treatment.** This course, which shall be 8 contact hours,  
19 will provide information on

20 (a) the magnitude of tobacco use prevalence and morbidity/mortality in Alaska;

21 (b) the implications of Alaska Native tobacco use patterns, methods, and products for client  
22 evaluation and treatment;

23 (c) tobacco-specific biology and pharmacotherapy;

24 (d) treating tobacco users with special medical conditions;

25 (e) best practices for tobacco treatment: United States Public Health Service (USPHS) “Treating  
26 Tobacco Use and Dependence Clinical Practice Guideline” and the Fagerstrom Test for Nicotine  
27 Dependence; and

28 (f) statewide and regional treatment options and resources.

29  
30 **History:** June 18, 2008, Section 8.20.228 was added.

31  
32 **Sec. 8.20.230. Diagnostic and Statistical Manual Practice Application.** This course, which  
33 shall be 12 contact hours, will provide

34 (a) foundational information about:

35 (1) the philosophical and practice basis of evaluating behavioral health disorders using  
36 criteria contained in the *Diagnostic and Statistical Manual* (“DSM”);

37 (2) the use of DSM-derived screening tools to develop working impressions and contribute  
38 information to clinical diagnosis;

39 (b) application exercises for practicing use of the DSM in case samples; and

40 (c) analyze and discuss the need for and appropriate use of clinical supervision and consultation  
41 related to client evaluation.

42  
43 **History:** June 22, 2017, Section 8.20.230 was amended. June 18, 2008, Section 8.20.230 was added.

44  
45 **Sec. 8.20.235. Advanced Interviewing Skills.** This course, which shall be 16 contact hours, will  
46 provide

47 (a) applied information about:

48 (1) the theoretical, evidence-based, and practical bases of various therapeutic modalities,  
49 e.g. cognitive behavioral therapy and motivational enhancement therapy;

50 (2) stages of change as pertinent to helping clients understand the counseling process, set  
51 and reach goals, and have realistic expectations; and

1 (b) practice exercises using evidence-based interviewing practices to enhance client readiness  
2 for behavior change, screening, intake, plan development, relapse prevention, and case management.

3  
4 **History:** June 18, 2008, Section 8.20.235 was added.  
5

6 **Sec. 8.20.240. American Society of Addiction Medicine Patient Placement Criteria Practice**  
7 **Application.** This course, which shall be 12 contact hours, will provide

- 8 (a) foundational information about:  
9 (1) the philosophical and practice basis of evaluating behavioral health disorders; and  
10 (2) using criteria contained within the American Society of Addiction Medicine (ASAM)  
11 Patient Placement Criteria;  
12 (b) guidance in evaluation of client risk and/or severity associated with the six ASAM  
13 dimensions; and  
14 (c) exercises in which trainees can practice:  
15 (1) developing client placement recommendations based on what is available within the  
16 continuum of care, and  
17 (2) use of later changes in client risk and/or severity associated with the six ASAM  
18 dimensions to document treatment/services progress.

19  
20 **History:** June 18, 2008, Section 8.20.240 was added.  
21

22 **Sec. 8.20.245. Case Studies and Clinical Case Management.** This course, which shall be 8  
23 contact hours, will provide

- 24 (1) participation in discussion and analysis of case studies with different behavioral health  
25 issues (abuse, addiction, child abuse, co-occurring disorders, domestic violence, mental illness, etc.);  
26 (2) focus on evaluation of service usefulness and accessibility issues that need to be  
27 considered in village-based practice;  
28 (3) applied exercises to practice case presentation for treatment team review, including  
29 multi-disciplinary teams; and  
30 (4) more in-depth understanding of the referral process and following-up on and support  
31 referrals.

32  
33 **History:** June 18, 2008, Section 8.20.245 was added.  
34

35 **Sec. 8.20.250. Traditional Health Based Practices.** This course, which shall be 8 contact  
36 hours, will provide

- 37 (1) foundational information regarding traditional lifestyles and health practices of the  
38 Alaska Native people prior to Western contact;  
39 (2) an introduction to beliefs, attitudes, and knowledge of health promotion and  
40 maintenance that were practiced historically;  
41 (3) tools for seeking and employing traditional resources to promote individual and  
42 community health;  
43 (4) an examination of the major changes that have led to the current health status of Alaska  
44 Native communities; and  
45 (5) potential strategies for improving behavior-based health status.

46  
47 **History:** June 18, 2008, Section 8.20.250 was added.  
48

49 **Sec. 8.20.255. Intermediate Therapeutic Group Counseling.** This course, which shall be 16  
50 contact hours, will provide

- 51 (a) advanced information and practice related to therapeutic group process;  
52 (b) with a focus on the:

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- 1 (1) determining the criteria for participation in groups of various types and how to screen  
2 appropriate candidates for participation;  
3 (2) time-limited group process,  
4 (3) role and function of therapeutic group leadership, and  
5 (4) therapeutic outcomes and risks associated with group educational and treatment  
6 experiences; and  
7 (c) exercises to provide exposure to the therapeutic group process and its application in village-  
8 based practice.

9  
10 **History:** June 18, 2008, Section 8.20.255 was added.

11  
12 **Sec. 8.20.260. Applied Crisis Management.** This course, which shall be 8 contact hours, will  
13 provide

- 14 (a) introduction to foundational and practice information regarding:  
15 (1) debriefing related to village-based crisis events such as natural disasters, homicide, and  
16 suicide that have impact on families and other community members;  
17 (2) identification, prevention and basic treatment options of Post-Traumatic Stress  
18 Disorder; and  
19 (b) discussion and applied exercises focusing on:  
20 (1) evaluation of individual, family and community strengths and risks following crisis;  
21 (2) accessing additional resources necessary for effective response to a crisis event that  
22 occurs in a village-based setting, and  
23 (3) short and long term intervention models for responding positively to crises.

24  
25 **History:** June 18, 2008, Section 8.20.260 was added.

26  
27 **Sec. 8.20.270. Community Development Approach to Prevention.** This course, which shall be  
28 12 contact hours, will provide

- 29 (a) foundational philosophy and practice related to community readiness and key issue  
30 evaluation for developing effective village-based prevention plans;  
31 (b) focus on prevention (universal, selective, and indicated) plan development strategies that are  
32 appropriate and compatible with individual village characteristics;  
33 (c) applied exercises to help trainees practice:  
34 (1) evaluation and development of various prevention efforts targeting behavioral health  
35 issues, and  
36 (2) writing a community development strategy to promote community involvement in  
37 accomplishment of specific goals.

38  
39 **History:** June 18, 2008, Section 8.20.270 was added.

40  
41 **Sec. 8.20.275. Family Systems II.** This course, which shall be 16 contact hours, will provide

- 42 (a) review and more advanced foundational and practice information related to:  
43 (1) family systems work;  
44 (2) child development and parenting;  
45 (3) couples issues and implications for behavioral health treatment;  
46 (4) teaching basic communication, parenting, and anger management skills on an  
47 individual and group basis;  
48 (b) information regarding special practice issues, such as reporting abuse or neglect, ethical and  
49 confidentiality issues associated with conducting couples or family counseling, domestic violence;  
50 (c) strategies for working with disrupted families and other agencies that may be engaged with  
51 them; and



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- 1 (d) applied exercises to in which trainees practice skills associated with:  
2 (1) responding to dysfunctional family behavior; and  
3 (2) teaching and facilitating healthy family behavior.  
4

5 **History:** June 18, 2008, Section 8.20.275 was added.  
6

7 **Sec. 8.20.325. Treatment of Co-Occurring Disorders.** This course, which shall be 12 contact  
8 hours, will provide

- 9 (a) more advanced information and guidance related to:  
10 (1) services and treatment planning with clients experiencing problems; and  
11 (2) limitations directly related to the existence of more than one diagnosed behavioral  
12 health disorder;  
13 (3) how environmental issues such as family dynamics, social support or isolation, and  
14 identification of meaningful community roles can influence the course of substance use and mental health  
15 disorders; and  
16 (b) application exercises to provide experience in developing individualized treatment/services  
17 plans addressing multiple clinical issues requiring complex evaluation and planning.  
18

19 **History:** June 18, 2008, Section 8.20.325 was added.  
20

21 **Sec. 8.20.335. Advanced Behavioral Health Clinical Care.** This course, which shall be 20  
22 contact hours, will provide, in a seminar format, an opportunity for trainees to

- 23 (1) analyze and discuss the philosophical and practice basis of the major counseling  
24 theories (e.g. psychoanalytic, Adlerian, existential, person-centered, gestalt, transactional, behavioral,  
25 rational-emotive, and other cognitive-behavioral) in behavioral health;  
26 (2) present approaches having value and application within village-based behavioral health  
27 services targeting individuals affected by multiple disorders; and  
28 (3) participate in exercises to support applied use of “Best Practice” models.  
29

30 **History:** May 15, 2014, Section 8.20.335 was amended. June 18, 2008, Section 8.20.335 was added.  
31

32 **Sec. 8.20.340. Documentation and Quality Assurance.** This course, which shall be 16 contact  
33 hours, will provide

- 34 (1) advanced information regarding clinical/counseling records;  
35 (2) an introduction to quality assurance and how to evaluate:  
36 (A) the quality of clinical record documentation;  
37 (B) documentation to determine compliance with payer requirements and grant  
38 conditions, including how to conduct chart audits and compile information necessary to respond to  
39 external reviews and audits; and  
40 (3) applied exercises in evaluating record documentation and potential remediation for  
41 record deficits.  
42

43 **History:** May 15, 2014, Section 8.20.340 was amended. June 18, 2008, Section 8.20.340 was added.  
44

45 **Sec. 8.20.345. Introduction to Case Management Supervision.** This course, which shall be 16  
46 contact hours, will provide

- 47 (a) introduction to supervising and supporting behavioral health aides regarding  
48 (1) identification and support of community resources;  
49 (2) assessing appropriate referrals;  
50 (3) managing and following up on referrals; and  
51 (b) information regarding:

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- 1 (1) development and enhancement of community resources; and
- 2 (2) addressing complaints from referral agencies and other community resources.

3  
4 **History:** June 18, 2008, Section 8.20.345 was added.

5  
6 **Sec. 8.20.350. Applied Case Studies in Alaska Native Culture Based Issues.** This course,  
7 which shall be 8 contact hours, will provide, in the context of case studies:

- 8 (1) discussion and evaluation of how traditional lifestyles and health practices impact the
- 9 Alaska Native community;
- 10 (2) consideration of how Alaska Native beliefs, attitudes, and knowledge of health
- 11 promotion can promote positive changes to the current health status;
- 12 (3) emphasis on potential strategies for improving village-based behaviorally health status;
- 13 (4) strategies for incorporating traditional ways of healing into treatment plans, as
- 14 appropriate; and
- 15 (5) strategies for improving recognition and acceptance of cultural differences that affect
- 16 treatment planning among clinical team members.

17  
18 **History:** June 18, 2008, Section 8.20.350 was added.

19  
20 **Sec. 8.20.370. Behavioral Health Clinical Team Building.** This course, which shall be 12  
21 contact hours, will provide

- 22 (a) (1) an understanding of and practical approaches to:
- 23 (A) team building and support of a team approach to providing village-based
- 24 behavioral health services;
- 25 (B) collaboration and partnership among individuals with different training and
- 26 work settings, especially with community health aides and practitioners and dental health aides;
- 27 (C) definition of roles when participating in multi-disciplinary and clinical teams;
- 28 (D) interaction among different teams that may be involved with a single client; and
- 29 (b) applied exercises in which each trainee will develop a team building plan; and
- 30 (c) practice providing support and feedback to others regarding clinical interventions, including
- 31 counseling.

32  
33 **History:** June 18, 2008, Section 8.20.370 was added.

34  
35 **Sec. 8.20.385. Introduction to Supervision.** This course, which shall be 8 contact hours, will  
36 provide

- 37 (1) an introduction to philosophy and practical application of functions of supervision,
- 38 including coach/mentor, tutor/teacher, consultant, role model, evaluator, and administrator;
- 39 (2) guidance in developing a vision for supervisory relationships and defining expectations;
- 40 (3) skill development in nurturing counselor development, promoting development of skills
- 41 and competencies, and achieving accountability;
- 42 (4) an introduction to ethics of supervision;
- 43 (5) an introduction to administrative requirements and related supervision;
- 44 (6) guidance in managing conflicting functions expected of supervisors; and
- 45 (7) application exercises to assist trainees to practice various functions of supervision and
- 46 begin developing their own supervisory approaches.

47  
48 **History:** May 15, 2014, Section 8.20.385 was amended. June 18, 2008, Section 8.20.385 was added.

49  
50 **Sec. 8.20.390. Child Development.** This course, which shall be 20 contact hours, will provide

- 51 (a) foundational information regarding:
- 52 (1) developmental needs of youth ages in utero/birth to 17;

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- 1 (2) overview of threats to development, including  
2 (A) domestic violence, lack of social/family connection, neglect, and related  
3 biological, emotional and psychological distress; and  
4 (B) role of parenting and social supports;  
5 (3) cultural influences of development;  
6 (4) adaptive and maladaptive behavior;  
7 (5) issues of development related to exposure to alcohol and other substances in utero to  
8 age 3; and  
9 (6) the impact of trauma on child development, including:  
10 (A) hyper and hypo physiological responses manifested in maladaptive behaviors,  
11 traumatic brain injury (TBI) and fetal alcohol spectrum disorder (FASD);  
12 (B) preverbal versus verbal trauma and expression;  
13 (C) brain and nervous system functioning; and  
14 (D) social functioning.  
15

16 **History:** June 12, 2014, Section 8.20.390 was added.  
17

18 **Sec. 8.20.400. Issues in Village-Based Behavioral Health.** This course, which shall be 20  
19 contact hours and be conducted in a seminar format, will require participants to

- 20 (1) analyze and discuss contemporary problems and issues associated with providing  
21 village-based behavioral health services, including emerging clinical issues, funding, billable services,  
22 staffing levels, manpower development, etc.;  
23 (2) present and evaluate the effectiveness of individual and community intervention models  
24 in village-based behavioral health services; and  
25 (3) analyze how to address practice challenges in a village-based setting, including ethical  
26 issues, dual relationships, lack of alternative services, isolation, and counselor burnout.  
27

28 **History:** May 15, 2014, Section 8.20.400 was amended. June 18, 2008, Section 8.20.400 was added.  
29

30 **Sec. 8.20.425. Special Issues in Behavioral Health Services.** This course, which shall be 16  
31 contact hours, will provide an opportunity for trainees to

- 32 (a) analyze and discuss the specialized evaluation, services, treatment, and case management  
33 needs of individuals affected by  
34 (1) experiences such as  
35 (A) child abuse, domestic violence, elder abuse, sexual assault, or other violence;  
36 (B) alcohol related brain disorder and traumatic brain injury;  
37 (C) disasters, fires, and other traumatic events; and  
38 (2) conditions such as  
39 (A) fetal alcohol spectrum disorder (FASD);  
40 (B) attention deficit disorder (ADD) and attention deficit hyperactivity disorder  
41 (ADHD);  
42 (C) developmental disabilities;  
43 (D) tobacco dependency, especially in patients with medical conditions, such as  
44 periodontal disease, pregnancy, diabetes, cardiovascular disease, and lung disease that are affected by  
45 tobacco use;  
46 (E) other health conditions that affect behavior or adjustment; and  
47 (3) participate in the development of specialized service planning to address the needs of  
48 clients with these clinical issues.  
49

50 **History:** June 12, 2014, Section 8.20.425 was amended. June 18, 2008, Section 8.20.425 was added.

1           **Sec. 8.20.485. Competencies for Village-Based Supervision.** This course, which shall be 16  
2 contact hours, will provide:

- 3           (a) (1) the philosophy and application of behavioral health aide competencies in the provision  
4 of village-based services;  
5           (2) information regarding specific cultural issues that affect supervision;  
6           (3) models of oral and written communication with supervisees regarding consultation,  
7 mentoring, support and evaluation regarding competencies and administrative performance; and  
8           (4) information regarding monitoring and evaluating work-related competencies, including  
9           (A) improving supervisees’ self-assessment skills;  
10           (B) working with supervisees in the development of individual development plans;  
11 and  
12           (5) advanced discussion of  
13           (A) roles and responsibilities of a supervisor and  
14           (B) ethics of supervision; and  
15           (b) applied exercises to enhance understanding and skills needed for conducting providing  
16 employee supervision, development and evaluation.  
17

18           **History:** June 18, 2008, Section 8.20.485 was added.  
19

20           **Sec. 8.20.490. Principles and Practice of Clinical Supervision.** This course, which shall be 40  
21 contact hours, will provide:

- 22           (1) philosophy and practical application approaches to clinical supervision;  
23           (2) strategies for facilitating effective participation by supervisees in individualized clinical  
24 supervision sessions;  
25           (3) information regarding the use of technology (telehealth, real-time interactive e-mail,  
26 and other developing capacities) and how it modifies the clinical supervision relationship;  
27           (4) guidance regarding how to delineate the difference between clinical and administrative  
28 supervision, and to identify potential ethical “boundary” issues with supervisees;  
29           (5) systematic process and strategies for evaluating client cases based on information being  
30 provided by a supervisee and guiding a supervisee through various client and community interactions; and  
31           (6) application exercises in which each trainee will develop a clinical supervision plan that  
32 can be used within their individual work environment.  
33

34           **History:** June 18, 2008, Section 8.20.490 was added.  
35

36           **Sec. 8.20.495. Child Centered Interventions.** This course, which shall be 20 contact hours, will  
37 provide:

- 38           (a) foundational information regarding  
39           (1) common legal and ethical issues of counseling children and adolescents in school and  
40 community settings, including  
41           (A) children in state custody under the Indian Child Welfare Act or by the Office of  
42 Children Services; and  
43           (B) children of divorced parents;  
44           (2) special documentation issues for  
45           (A) group counseling sessions;  
46           (B) family counseling sessions; and  
47           (C) individualized educational plan (IEP) consultations;  
48           (3) special populations:  
49           (A) counseling children and adolescents with special needs; and  
50           (B) treating children with FASDs including the waiver process, resources for  
51 parents, and how to attain a diagnosis for the client;

- 1 (4) defining the counselor role in the playroom;  
2 (5) therapeutic approaches to counseling children and adolescents, including Trauma-  
3 focused Cognitive Behavioral Therapy (TF-CBT), directive and non-directive child-centered play therapy,  
4 Adlerian play therapy, and interventions for preverbal trauma;  
5 (6) crisis intervention appropriate to youth; and  
6 (7) culturally competent skills;  
7 (b) applied exercises to:  
8 (1) develop skills associated with assessment and diagnosis with a treatment team;  
9 (2) incorporate the appropriate school personnel as a treatment team when indicated; and  
10 (3) effectively engage and counsel children, youth, and their parents/legal guardians.

11  
12 **History:** June 12, 2014, Section 8.20.495 was added.

### 13 **Article 30. Certification of BHA/P Training Curriculum**

14  
15  
16 **Sec. 8.30.010. Curriculum Approval.** Behavioral health aide and practitioner training  
17 curriculum may be approved by the Board generally or on a class by class basis provided each course  
18 curriculum meets the minimum content requirements set forth in article 20 of this chapter and has been  
19 reviewed and is recommended by the Behavioral Health Academic Review Committee (BHARC)  
20 described under section 8.30.100 [BHARC].

21  
22 **History:** June 18, 2008, Section 8.30.010 was added.

#### 23 **Sec. 8.30.100. Behavioral Health Academic Review Committee.**

24  
25  
26 (a) **Membership.** The behavioral health academic review committee satisfies these *Standards* if  
27 it includes

28 (1) two licensed behavioral health clinicians as defined in section 1.20.010(30) [licensed  
29 behavioral health clinician], who are employed by the IHS, a tribe or tribal organization, provided that at  
30 least

31 (A) one must be actively involved in development and implementation of behavioral  
32 health aide training;

33 (B) one must be the director of a tribal behavioral health program; or

34 (C) one must be actively engaged in clinical practice;

35 (2) two behavioral health professionals, as defined in section 1.20.010(4) [behavioral  
36 health professional], employed by the IHS, a tribe or tribal organization;

37 (3) one CHAP Certification Board Member Representative; and

38 (4) four behavioral health aides employed by the Indian Health Service, a tribe, or tribal  
39 organization will be designated by the Tribal Behavioral Health Directors Committee; and

40 (5) invited non-voting members that are actively involved in BHA/P training, including:

41 (A) training and development staff from the ANTHC Behavioral Health Department;

42 (B) the Tribal Liaison representing the State of Alaska Department of Behavioral  
43 Health and/or a State designee to the BHARC; and

44 (C) faculty, instructors, or other staff representing academic institutions, training  
45 entities or tribal health organization hosting trainings for use towards BHA/P certification.

46  
47 (b) **Quorum.** Recommendations for approval of curriculum under section 8.30.010 [curriculum  
48 approval] may only be made by the BHARC if a quorum was first established. A quorum shall consist of  
49 a minimum of four members at least two of whom must be licensed behavioral health clinicians or  
50 behavioral health professionals.

**History:** June 12, 2014, Section 8.30.100 was amended. June 18, 2008, Section 8.30.100 was added.

**Sec. 8.30.200. Development and Transition.**

**(a) Development.** The Board shall use IHS training and work guidelines, standardized materials accepted in the behavioral health practice community, materials developed by BHARC, applicable materials and standards developed by committees of the Community Health Aide Directors Association, including ARC, RAC, CHAM, and other appropriate resource material until fully integrated behavioral health aide program center and curriculum standards are developed and reviewed and approved by the Board.

**(b) Transition.** The absence of a fully developed behavioral health aide or practitioner training program and behavioral health aide or practitioner curriculum standards shall not be justification for the Board deferring the review and approval of curriculum recommended by BHARC or for denying certification to an individual who has otherwise met the requirements of Chapter 2 [certification of CHA/Ps, DHAs, BHA/Ps] Article 40 [standards for BHA/Ps].

**History:** June 18, 2008, Section 8.30.200 was added.

**Chapter 9.  
Hearings, Requests for Reconsideration, and Appeals**

**History:** June 18, 2008, Chapter 8 was renumbered Chapter 9. November 26, 2002, Chapter 7 was renumbered Chapter 8.

**Article 10. Hearings**

**Sec. 9.10.010. Hearings.** Upon written request made under section 9.10.030 [request for hearing], the Board must conduct a hearing

- (1) prior to the imposition of any sanction, except a summary suspension;
- (2) within 10 working days after a summary suspension; and
- (3) within 30 days after the Board receives a request from a person or training center

denied

- (A) certification;
- (B) renewal;
- (C) reinstatement; or
- (D) a waiver of requirements based on credentials.

**History:** June 18, 2008, Section 8.10.010 was renumbered as Section 9.10.010 and the introductory paragraph was amended. November 26, 2002, Section 7.10.010 was renumbered as Section 8.10.010 and the introductory paragraph was amended.

**Sec. 9.10.020. Scheduling and Telephonic Participation.**

**(a) Convenience of the Parties.** To the extent possible, hearings must be scheduled at a time and place convenient to the parties. Telephonic participation by any participant is permitted.

**(b) Delay.** At the request of, or with the consent of the person requesting a hearing, the hearing may be delayed to a date mutually agreed upon.

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**History:** June 18, 2008, Section 8.10.020 was renumbered as Section 9.10.010. November 26, 2002, Section 7.10.020 was renumbered as Section 8.10.020 and titles were added to subsections (a) and (b).

**Sec. 9.10.030. Request for Hearing.**

(a) **Written Request.** A party requesting a hearing must notify the Board and other interested parties by submitting a written request for a hearing within 30 days of the date upon which the party received notice of the action being appealed. The request must include a statement identifying the action being appealed, the remedy sought and a statement explaining the facts and points of law that support the requested Board action.

(b) **Notice of Proceeding.** At least five working days prior to a hearing under section 9.10.010(2) [hearings] and ten days prior to other hearings, all parties shall receive notice of

- (1) the time and place of the hearing;
- (2) their rights to
  - (A) respond to assertions of facts and law;
  - (B) present evidence, arguments and/or mitigating circumstances; and
  - (C) be accompanied and/or assisted by an attorney or another person.

**History:** June 18, 2008, Section 8.10.030 was renumbered as Section 9.10.030 and subsection (b) was amended. November 26, 2002, Section 7.10.030 was renumbered as Section 8.10.030, titles were added to (a) and (b) and (b)(2)(C) was amended. September 25, 1998, Section 7.10.030(a) was amended.

**Sec. 9.10.040. Information Regarding Hearing.** Parties subject to disciplinary action also receive notice of

- (1) the nature of the hearing;
- (2) the legal authority and jurisdiction under which the hearing may be held; and
- (3) the matters of fact and law asserted.

**History:** June 18, 2008, Section 8.10.040 was renumbered as Section 9.10.040. November 26, 2002, Section 7.10.040 was renumbered as Section 8.10.040.

**Sec. 9.10.050. Written Presentation.** Parties subject to disciplinary action may submit a written response any time up to and including the date of the hearing.

**History:** June 18, 2008, Section 8.10.050 was renumbered as Section 9.10.050. November 26, 2002, Section 7.10.050 was renumbered as Section 8.10.050.

**Sec. 9.10.060. Conduct of Hearing.** Hearings may be conducted by the Board or a hearing officer or panel selected by the Board. Individuals who have a conflict of interest or who cannot otherwise be fair and impartial must notify the Board of their disqualification.

**History:** June 18, 2008, Section 8.10.060 was renumbered as Section 9.10.090. November 26, 2002, Section 7.10.060 was renumbered as Section 8.10.060.

**Sec. 9.10.070. Evidence.**

(a) **Presentation.** A party may present oral or documentary evidence, submit rebuttal evidence, and conduct cross-examination.

(b) **Subpoena.** Upon request of a party or its own motion, the Board, hearing officer or panel may issue a subpoena to secure testimony or other evidence reasonably necessary for a full and fair determination of the matter in dispute.

1 (c) **Telephonic Participation.** Telephonic testimony shall be accepted unless there is good  
2 cause to doubt the identity of the witness.

3 **History:** June 18, 2008, Section 8.10.070 was renumbered as Section 9.10.070. November 26, 2002,  
4 Section 7.10.070 was renumbered as Section 8.10.070 and titles were added to subsections (a), (b) and (c).  
5

6 **Sec. 9.10.080. Recommendation.** If the hearing is conducted by a hearing officer or panel, a  
7 written recommendation along with all evidence collected will be submitted to the Board for its  
8 consideration. The recommendation will include

- 9 (1) proposed findings and conclusions on all material facts and law;  
10 (2) evidence and other reasons that support the proposal;  
11 (3) a recommendation for Board action specifying the proposed rule, order, sanction, relief,  
12 denial or conditions or limitations on certification.

13 **History:** June 18, 2008, Section 8.10.080 was renumbered as Section 9.10.080. November 26, 2002,  
14 Section 7.10.080 was renumbered as Section 8.10.080.  
15

16 **Sec. 9.10.090. Decision.**

17 (a) **Action by Board.** Unless the Board adopts the recommendation of the hearing officer or  
18 panel “in toto,” it must issue a written decision that contains an explanation of the grounds for the  
19 decision.  
20

21 (b) **Notice of Decision.** In any case, parties must be notified in writing of the decision within a  
22 reasonable time.  
23

24 **History:** June 18, 2008, Section 8.10.090 was renumbered as Section 9.10.090. November 26, 2002,  
25 Section 7.10.090 was renumbered as Section 8.10.090 and titles were added to subsections (a) and (b).  
26  
27

28 **Article 20. Reconsideration**

29 **Sec. 9.20.010. Requests for Reconsideration.**

30 (a) **Generally.** Upon request or upon its own motion, the Board may reconsider all or part of a  
31 decision.  
32

33 (b) **Timing of Request.** A request for reconsideration must be filed with the Board within 15  
34 days of receipt of the decision and must include  
35

- 36 (1) a statement of the law, facts and/or mitigating circumstances that support the Board  
37 action requested; and  
38 (2) notice of any additional argument or evidence the requesting party intends to submit for  
39 consideration.  
40

41 (c) **Additional Argument and Evidence.** The Board may consider additional argument or  
42 evidence provided all parties are notified and afforded  
43

- 44 (1) a chance to respond to new argument and/or evidence; and  
45 (2) a chance to submit additional argument and/or evidence.  
46

47 (d) **Mitigating Circumstances.** The Board may consider mitigating circumstances.

48 (e) **Deadline for Action.** If the Board does not act on the request for reconsideration within 30  
49 days after receipt, the request is deemed denied.  
50



1 **History:** June 18, 2008, Section 8.20.010 was renumbered as Section 9.20.010. November 26, 2002,  
2 Section 7.20.010 was renumbered as Section 8.20.010 and titles were added to subsections (a) - (e).  
3

## 4 **Article 30. Appeals**

5  
6 **Sec. 9.30.010. Notice of Right of Appeal by Community Health Aides, Community Health**  
7 **Practitioners, Dental Health Aides, Behavioral Health Aides, Behavioral Health Practitioners,**  
8 **CHA/P Training Centers, DHA Course Providers and Training Programs, and BHA/P Course**  
9 **Providers and Training Programs.** The Board shall provide notice to each person entitled, under draft  
10 AANHS Circular 98-150, to appeal an adverse decision made under Article 20 of this chapter about their  
11 right of appeal and the conditions under which it may be exercised.

12  
13 **History:** June 18, 2008, Section 8.30.010 was renumbered as Section 9.30.010. November 26, 2002,  
14 Section 7.30.010 was renumbered as Section 8.30.010 and amended.  
15

16 **Sec. 9.30.020. Notice of Appeal to the Board.** A person, including a Board member, who  
17 appeals a decision of the Board shall provide notice of the appeal to the Board.

18  
19 **History:** November 26, 2002, Section 7.30.020 was renumbered as Section 8.30.020.  
20  
21

## 22 **Chapter 10.**

### 23 **Transitional and Temporary Certification**

24  
25 **History:** November 26, 2002, Chapter 8 was renumbered Chapter 9 and Section 8.10.010 was repealed.  
26

27 **Sec. 10.10.015. Practice Pending Certification.** An individual who has completed the training,  
28 education and clinical practice or preceptorship as a community health aide or practitioner, dental health  
29 aide, or behavioral health aide or practitioner may continue to provide services on the same basis as  
30 during his or her training period while final action to approve or deny the application for certification is  
31 pending.

32  
33 **History:** June 18, 2008, Section 9.10.015 was renumbered as Section 10.10.015. November 26, 2002,  
34 Section 9.10.015 was added.  
35

36 **Sec. 10.10.020. Between Board Meetings.** Under rules developed by the Board, staff assigned to  
37 the Board may issue temporary certifications between Board meetings provided the staff has fully  
38 evaluated the application and has determined that the staff would recommend approval of the application  
39 to the Board. Such temporary certification is effective only until formal action is taken by the Board on  
40 the application.

41  
42 **History:** June 18, 2008, Section 9.10.020 was renumbered as Section 10.10.020. November 26, 2002,  
43 Section 8.10.020 was renumbered as Section 9.10.020.  
44  
45

## 46 **Chapter 11. Board Procedure**

47  
48 **History:** November 26, 2002, Chapter 9 was renumbered as Chapter 10.  
49

50 **Sec. 11.10.010. Officers.** The Board shall at its first meeting elect a chair, vice-chair and a  
51 secretary from among its members to terms of one year. Thereafter, annually the Board shall elect a vice-

**Community Health Aide Program Certification Board – Standards and Procedures**  
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1 chair and secretary. At the end of the one year term of the chair, the vice-chair shall succeed to the office  
2 of chair.

3 **History:** June 18, 2008, Section 10.10.010 was renumbered as Section 11.10.010. November 26, 2002,  
4 Section 9.10.010 was renumbered as Section 10.10.010.

5  
6 **Sec. 11.10.020. Quorum.** A quorum shall consist of a majority of the members of the Board.

7  
8 **History:** June 18, 2008, Section 10.10.020 was renumbered as Section 11.10.020. November 26, 2002,  
9 Section 9.10.020 was renumbered as Section 10.10.020.

10  
11 **Sec. 11.10.030. Meetings.**

12  
13 **(a) Regular and Special.** The Board shall meet no less than twice annually and may hold  
14 special meetings at the call of the chair or on the written request of five Board members. Special meetings  
15 may be held by teleconference.

16  
17 **(b) Public and Executive Sessions.** Meetings of the Board shall be public, except when the  
18 Board goes into an executive session. Executive sessions may be convened only when necessary to  
19 protect the privacy of a person or as otherwise authorized under federal law.

20  
21 **History:** June 18, 2008, Section 10.10.030 was renumbered as Section 11.10.030. November 26, 2002,  
22 Section 9.10.030 was renumbered as Section 10.10.030 and titles were added to subsections (a) and (b).

23  
24 **Sec. 11.10.040. Committees.**

25  
26 **(a) Executive Committee.** The officers shall serve as an Executive Committee. The Executive  
27 Committee shall have the authority to take actions between meetings only to the extent authorized by the  
28 Board.

29  
30 **(b) Other Committees.** The Board may appoint such committees, or rely on committees of the  
31 Association of Community Health Aide Program Directors, as may be helpful to the Board in carrying out  
32 any of its responsibilities. Such committees may include Board members and non-Board members.

33  
34 **History:** June 18, 2008, Section 10.10.040 was renumbered as Section 11.10.010. November 26, 2002,  
35 Section 9.10.040 was renumbered as Section 10.10.040.

## Chapter 12. Amendments

**History:** November 26, 2002, Chapter 10 was renumbered as Chapter 11.

**Sec. 12.10.010. Effective Date.** Amendments to these Standards and Procedures may be adopted by this Board and shall become effective on the later of the effective date adopted by the Board or thirty days after the date upon which the amendment was adopted by the Board, unless stayed by the AANHS Area Director under draft AANHS Circular 98-150.

**History:** June 18, 2008, Section 11.10.010 was renumbered as Section 12.10.010. November 26, 2002, Section 10.10.010 was renumbered as Section 11.10.010 and amended.

**Sec. 12.10.020. Consideration at More Than One Meeting.** The Board shall not take action on a proposed amendment to these Standards and Procedures at the first meeting at which the amendment was proposed unless it first determines that

- (1) an emergency or other exigent circumstance exists;
- (2) the amendment is necessary to correct an error in the Standards and Procedures;
- (3) the amendment does not have a substantive effect; or
- (4) the amendment is necessary to assure compliance with law or regulation to which tribal health programs are subject.

**History:** June 18, 2008, Section 11.10.020 was renumbered as Section 12.10.020. October 3, 2006, Section 11.10.020 was amended by adding paragraphs (2) - (4). November 26, 2002, Section 10.10.020 was renumbered as Section 11.10.020.

**Detailed History of  
CHAP Certification Board Standards and Procedures by Date of Action**

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1 **July 29, 1998, Standards and Procedures adopted by the CHAP Certification Board.**

2  
3 **September 25, 1998, Section 4.10.010(i)(15) was amended; a new paragraph (16) was added; and paragraph (16) was**  
4 **renumbered as paragraph (17), as follows:**

- 5  
6 (15) been found guilty of, or entered a plea of nolo contendere or guilty to, any offense under Federal,  
7 State or Tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; or  
8 crimes against persons within the meaning of section 408 failed to comply with the intent or requirements of the Indian  
9 Child Protection and Family Violence Prevention Act, P.L. 101-630, 25 U.S.C. § 3207 3201 et seq., or  
10 (16) failed to comply with applicable mandatory reporting laws of the State of Alaska; or  
11 (17) failed to respond to a request for services where a duty to respond existed.  
12

13 **September 25, 1998, Section 7.10.030(a) was amended, as follows:**

- 14  
15 (a) A party requesting a hearing must notify the Board and other interested parties by submitting a written  
16 request for a hearing within 30 days of the date upon which the party received notice of the action being appealed.  
17 The request, which must include, a statement identifying the action being appealed, the remedy sought and a statement  
18 explaining the facts and points of law that support the requested Board action.  
19

20 **October 23, 1998, Section 2.10.010(4) was repealed. The repealed subsection read, as follows:**

- 21  
22 (4) furnishes evidence satisfactory to the Board that the applicant meets the standards of character  
23 required under 25 U.S.C. § 3207 [Section 408 of the Indian Child Protection and Family Violence Prevention Act] and  
24 other applicable federal or state law;  
25

26 **February 26, 1999, Section 2.20.600 was amended, as follows:**

27  
28 The Board may waive one or more of the requirements of sections 2.20.100 through 2.20.510 for a person who  
29 provides evidence satisfactory to the Board that the person is a ~~licensed~~ health care provider in Alaska or another state  
30 with ~~licensing~~ requirements at least equivalent in scope, quality, and difficulty to those imposed under these sections,  
31 provided the applicant demonstrates to the satisfaction of the Board that the applicant is adequately familiar with the  
32 CHA/P program and will limit his or her practice to the scope of practice of a community health aide or community  
33 health practitioner operating under the community health aide program.  
34

35 **June 12, 2002, multiple sections were amended, as described below:**

36  
37 **Section 2.10.010 was amended by adding a new paragraph (10), as follows:**

- 38  
39 (10) effective January 1, 2003, furnishes evidence satisfactory to the Board that the person meets  
40 continuing education requirements as defined in sections 3.10.010 and 3.10.100 for the two-year period preceding  
41 initial certification.  
42

43 **Section 3.10.010 was amended, as follows:**

44 **Sec. 3.10.010. Requirements.** (a) An applicant

- 45 (1) for initial or renewal of a certificate as a community health aide who has not completed the requirements  
46 for the next level of certification prior to the deadline for recertification or the two years preceding initial certification  
47 or  
48

- 49 (2) for initial or renewal of a certificate as a community health practitioner

50 (b) must provide evidence satisfactory to the Board that he or she has completed no fewer than 48 contact  
51 hours of continuing education approved by the Board during the concluding two-year certification period or two years  
52 preceding initial certification. No more than 24 contact hours ~~must~~ may be regarding emergency care. No fewer than  
53 24 of the required contact hours ~~must~~ may be in the competencies listed in sections 2.20.100 through .510.  
54

55 **Section 5.10.035(a)(3) was amended, as follows, although the change was not reflected in the Standards until the**  
56 **November 26, 2002 amendments were completed.**

- 57  
58 (3) **Session III. ~~Ten~~ Twelve** encounters under the following conditions: the trainee will be the primary  
59 provider in at least ~~six~~ ~~eight~~ patient encounters with particular emphasis on the patient problems delineated in the  
60 Curriculum, as outlined below, and at least four additional encounters with the trainee as active participant.

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**November 26, 2002, the Standards were substantially amended to incorporate standards for certification of dental health aides and to make certain other amendments to the Standards applicable to community health aides.**

A copy of the Standards showing all of the amendments is available from the CHAP Certification Board. These amendments required many new sections, which then required substantial renumbering. The table below identifies the section number as of the November 26, 2002, amendments, the prior section number (if any), and whether a section found in the June 12, 2002, Standards was amended.

<b>Table Comparing 11/26/02 Amendments to 6/12/02 Standards</b>		
<b>11/26/02</b>	<b>6/12/02</b>	<b>Amended</b>
1.10.010	1.10.010	Yes
1.20.010(1)-(3)		n/a
1.20.010(4)	1.20.010(1)	No
1.20.010(5)	1.20.010(6)	Yes
1.20.010(6)	1.20.010(2)	No
1.20.010(7)	1.20.010(3)	Yes
1.20.010(8)-(16)		n/a
1.20.010(17)-(18)	1.20.010(4)-(5)	Yes
1.20.010(19)		n/a
1.20.010(20)	1.20.010(7)	Yes
1.20.010(21)	1.20.010(8)	No
1.20.010(22)	1.20.010(9)	Yes
1.30.010	1.30.010	No
1.40.010		n/a
2.10.010	2.10.010	Yes - (a), (a)(5), (7), (8), (9), (10), (b) [new]
2.10.015		n/a
2.20.100	2.20.100	No
2.20.110	2.20.110	yes - (a), (c)(1), (c)(6)(A)
2.20.120	2.20.120	yes - (b)(3)
2.20.200	2.20.200	No
2.20.210	2.20.210	yes - (a), (c)(2),
2.20.300	2.20.300	No
2.20.310	2.20.310	yes - (a)
2.20.400	2.20.400	No
2.20.410	2.20.410	yes - (a)
2.20.500	2.20.500	Yes - (3)
2.20.600	2.20.600	Yes
2.30.010 - 610		n/a
2.40.010	2.30.010	yes

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<b>Table Comparing 11/26/02 Amendments to 6/12/02 Standards</b>		
<b>11/26/02</b>	<b>6/12/02</b>	<b>Amended</b>
2.40.020 - 100	2.30.020 - 100	No
2.40.200	2.30.200	Yes
2.40.300	2.30.300	Yes
3.10.010	3.10.010	Yes – [(a)(2) and (b) are new]
3.10.050		n/a
3.10.100	3.10.100	Yes
3.10.200		n/a
4.10.010	4.10.010	Yes – intro, (b), (d)-(f), (h), (i)(1), (i)(2)(C)-(E), (i)(3), (i)(6)-(&), (i)(10)-(11)
4.10.100	4.10.100	Yes – intro
4.10.110	4.10.110	No
4.10.120	4.10.120	Yes
4.10.130	4.10.130	No
5.10.010 - 020	4.10.010 - 020	No
5.10.025	5.10.025	Yes – (a)(2)-(4), (c)
5.10.030	5.10.030	No
5.10.035	5.10.035	Yes – intro, (a)(1)-(4)
5.10.040	5.10.040	Yes – (a)
5.10.045	5.10.045	No
5.10.050	5.10.050	Yes – (a), (b), (d)
5.10.055	5.10.055	No
5.10.060	5.10.060	Yes – (c)
5.10.065	5.10.065	Yes
5.10.070	5.10.070	No
5.20.010 - 030	5.20.010 - 030	No
5.30.010	5.30.010	Yes – (4)
5.30.020	5.30.020	No
5.40.010	5.40.010	No
6.10.010	6.10.010	Yes
6.10.900	6.10.900	Yes
7.10.010 – 7.30.200	7.10.010 – 7.30.200	n/a
8.10.010	7.10.010	Yes - intro
8.10.020	7.10.020	Yes

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Table Comparing 11/26/02 Amendments to 6/12/02 Standards		
11/26/02	6/12/02	Amended
8.10.030	7.10.030	Yes
8.10.040-060	7.10.040-060	No
8.10.070	7.10.070	Yes
8.10.080	7.10.080	No
8.10.090	7.10.090	Yes
8.20.010	7.20.010	Yes
8.30.010	7.30.010	Yes
8.30.020	7.30.020	No
	9.10.010	Repealed
9.10.015		n/a
9.10.020	8.10.020	No
10.10.010-040	9.10.010-040	No
11.10.010-010	10.10.010-020	No

**October 8, 2003**, the *Standards* were amended to eliminate the PDHA II, rename PDHA III as PDHA II, add requirements to the EFDHA I, and to make certain other amendments to the *Standards* applicable to community health aides. These amendments are detailed below.

**Section 1.20.010(10) was amended, as follows:**

(10) “DHA” means Dental Health Aide and, except as used in Article 30 of Chapter 2 regarding requirements for special classes of dental health aides, shall include primary dental health aides I, and ~~II and III~~, dental health aide hygienists, expanded function dental health aides I and II and dental health aide therapists;

**Section 2.10.010(a)(5)(B) was amended, as follows:**

(B) for a dental health aide the requirements are those under section 2.30.100, ~~2.30.150~~, 2.30.200, 2.30.220(c), 2.30.230(c) and (d), 2.30.240(c), 2.30.250(c), 2.30.260(c) and (d), 2.30.300, 2.30.400, 2.30.500, 2.30.550(c) and (d) and 2.30.600;

**Section 2.10.010(a)(8)(B) was amended, as follows:**

(B) for a dental health aide the scopes of practice are defined in sections 2.30.110(b), ~~2.30.160(b)~~, 2.30.210(b), 2.30.220(d), 2.30.230(e), 2.30.240(d), 2.30.250(c), 2.30.260(e), 2.30.310(b), 2.30.410(b), 2.30.510(b), 2.30.550(e), and 2.30.610(b), and

**Section 2.20.110(c)(9)(D)(ii) was amended, as follows:**

~~(ii)(H)~~ oral suction;

**Section 2.30.010 was amended, as follows:**

(a) **Generally.** The supervision of a dental health aide may be general, indirect or direct, as defined in section 2.30.020(b), provided that



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1       **Section 2.30.150 was deleted. It read:**

2  
3       **Sec. 2.30.150. Primary Dental Health Aide II Training and Education Requirements.** A person meets  
4 the training and education requirements to be a certified primary dental health aide II upon successful completion  
5 of:

- 6                   (1)   (A)   all requirements under sections 2.30.100 through 2.30.110;  
7                               (B)   a Board approved DHA Advanced Dental Procedures training session that satisfies the  
8 requirements of section 7.20.040; and  
9                               (C)   one or more certifications under 2.30.220 (sealants), 2.30.230 (prophylaxis), 2.30.240  
10 (dental radiology) or 2.30.260 (ART); or  
11                   (2)   the requirements of section 2.30.300(b)(1) and (2).

12  
13       **Section 2.30.160 was deleted. It read:**

14  
15       **Sec. 2.30.160. Primary Dental Health Aide II Supervision and Competencies.**

16  
17       **(a) Dental Supervision.** A certified primary dental health aide II may provide the services under  
18 paragraph (b)(2) under the direct or indirect supervision of a dentist or dental health aide therapist.

19  
20       **(b) Competencies.** In addition to meeting the requirements of section 2.30.110, a certified dental health  
21 aide II must successfully demonstrate and maintain:

- 22                   (1)   (A)   understanding and knowledge of dental anatomy,  
23                               (B)   understanding and knowledge of caries and the periodontal disease process;  
24                               (C)   identification and knowledge of dental instruments and equipment;  
25                               (D)   understanding telemedicine technology;  
26                               (E)   dental charting;  
27                               (F)   problem-specific medical and dental history taking;  
28                               (G)   basic management of dental emergencies;  
29                               (H)   proper handling and sterilization of instruments;  
30                               (I)   disinfection of the operator; and  
31                   (2)   satisfactory performance of the following skills:  
32                               (A)   problem -specific medical and dental history taking;  
33                               (B)   recognition of medical and dental conditions that may require direct dental supervision  
34 or services;  
35                               (C)   dental charting and patient record documentation;  
36                               (D)   instrument handling and sterilization procedures;  
37                               (E)   intra- and extra-oral photographs, if equipment is available;  
38                   (3)   meeting the requirements of one or more of the following sections:  
39                               (A)   2.30.220 (sealants);  
40                               (B)   2.30.230 (prophylaxis);  
41                               (C)   2.30.240 (dental radiology); or  
42                               (D)   2.30.260 (ART).

43  
44       **Section 2.30.200 was amended, as follows:**

45  
46       **Sec. 2.30.200. Primary Dental Health Aide ~~II~~ ~~III~~ Training and Education Requirements.** A person  
47 meets the training and education requirements to be a certified primary dental health aide ~~II~~ ~~III~~ up on successful  
48 completion of:

- 49  
50                   (a)   (1)   (A)   all requirements under sections 2.30.100 through 2.30.110;  
51                               (B)   a Board approved DHA Advanced Dental Procedures training session that satisfies the  
52 requirements of section 7.20 .040; and  
53                               (C)   one or more certifications under 2.30.220 (sealants), 2.30.230 (prophylaxis), 2.30.240  
54 (dental radiology) or 2.30.260 (ART); or

- 55  
56                               ~~(2) —the requirements of sections 2.30.150 and 160; or~~  
57                               ~~(3) —the requirements of section 2.30.300(b)(1) and (2); and~~

58  
59                   (b)   a Board approved DHA village-based dental practice course that satisfies the requirements of  
60 section 7.20.050.

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1           **Section 2.30.210, Title and subsections (a) and (b) were amended, as follows:**

2  
3           **Sec. 2.30.210. Primary Dental Health Aide ~~II~~ ~~III~~ Supervision and Competencies.**

4  
5           **(a) Dental Supervision.** A certified primary dental health aide ~~II~~ ~~III~~ may provide the services under  
6 paragraph (b)(2) under the general supervision of a dentist or dental health aide therapist.

7  
8           **(b) Competencies.** In addition to meeting the requirements of section 2.30.110, a certified dental health  
9 aide ~~II~~ ~~III~~ must successfully demonstrate and maintain

10  
11           **Section 2.30.220(a) was amended, as follows:**

12  
13           **(a) Prerequisites.** A dental health aide may be certified under this section to perform sealants under the  
14 conditions set forth in subsections (b) through (d) of this section provided the dental health aide satisfies the  
15 requirements of sections:

- 16                   (1) ~~2.30.150 and 2.30.160 (PDHA II);~~  
17                   ~~(2) 2.30.200 and 2.30.210 (PDHA ~~II~~ ~~III~~),~~  
18                   ~~(2)(3) 2.30.400 and 2.30.410 (EFDHA I), or~~  
19                   ~~(3)(4) 2.30.500 and 2.30.510 (EFDHA II).~~

20  
21           **Section 2.30.230(a) was amended, as follows:**

22  
23           **(a) Prerequisites.** A dental health aide may be certified under this section to perform dental prophylaxis  
24 under the conditions set forth in subsections (b) through (d) of this section provided the dental health aide satisfies  
25 the requirements of:

- 26                   (1) ~~2.30.150 and 2.30.160 (PDHA II);~~  
27                   ~~(2) 2.30.200 and 2.30.210 (PDHA ~~II~~ ~~III~~),~~  
28                   ~~(2)(3) 2.30.400 and 2.30.410 (EFDHA I), or~~  
29                   ~~(3)(4) 2.30.500 and 2.30.510 (EFDHA II).~~

30  
31           **Section 2.30.240(a) was amended, as follows:**

32  
33           **(a) Prerequisites.** A dental health aide may be certified under this section to perform dental radiology  
34 under the conditions set forth in subsections (b) through (d) of this section provided the dental health aide satisfies  
35 the requirements of:

- 36                   (1) ~~2.30.150 and 2.30.160 (PDHA II);~~  
37                   ~~(2) 2.30.200 and 2.30.210 (PDHA ~~II~~ ~~III~~),~~  
38                   ~~(2)(3) 2.30.400 and 2.30.410 (EFDHA I), or~~  
39                   ~~(3)(4) 2.30.500 and 2.30.510 (EFDHA II).~~

40  
41           **Section 2.30.250(a)(5) was amended, as follows:**

42  
43                   (5) a primary dental health aide ~~II~~ ~~or III~~ or expanded function dental health aide I or II who is  
44 performing procedures under the general supervision of a dentist.

45  
46           **Section 2.30.260(a)(1) was amended, as follows:**

- 47                   (1) (A) ~~2.30.150 and 2.30.160 (PDHA II)~~  
48                   ~~(B) 2.30.200 and 2.30.210 (PDHA ~~II~~ ~~III~~),~~  
49                   ~~(B)(C) 2.30.300 and 2.30.310 (DHAH),~~  
50                   ~~(C)(D) 2.30.400 and 2.30.410 (EFDHA I), or~~  
51                   ~~(D)(E) 2.30.500 and 2.30.510 (EFDHA II), and~~

52  
53  
54           **Section 2.30.310(b) was amended, as follows:**

55  
56           **(b) Competencies.** In addition to demonstrating the competencies identified in section 2.30.110(b)  
57 (PDHA I), 2.30.210(b) (PDHA ~~II~~ ~~III~~), 2.30.220(d) (sealants), 2.30.230(e) (prophylaxis), 2.30.240(d) (dental  
58 radiology), and after satisfying the requirements of 2.30.300 (DHAH), a certified dental health aide hygienist  
59 must successfully demonstrate and maintain satisfactory performance of the following skills:

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**Section 2.30.400(a)(2) was amended, as follows:**

- (2) (A) (i) a Board approved course in basic restorative functions that satisfies the requirements of section 7.20.200;
- (ii) ~~(B)~~ a course in basic restorative functions offered by an accredited school of higher education; or
- (iii) ~~(C)~~ a course in basic restorative functions offered or approved by IHS, including “Restorative Functions -- Basic”; or
- (B) certification under section 2.30.230 (prophylaxis); and

**Section 2.30.400(b) was amended, as follows:**

(b) **Preceptorship.** An expanded function dental health aide I who has satisfied the requirements of subsection (a)(2)(A) must, after completion of the other requirements in subsection (a) of this section, satisfactorily complete a preceptorship, which must:

**Section 2.30.400(b)(2) was amended, as follows:**

- (2) (A) for an expanded function dental health aide I who has satisfied the requirements of section 2.30.400(a)(2)(A) and (b).
- (i) understanding of
- (I) ~~(A)~~ advanced understanding of tooth morphology, structure and function;
- and
- (II) ~~(B)~~ an ability to discriminate between acceptable and unacceptable restoration; and
- (ii) ~~(3)~~ competency in and satisfactory performance of the following skills:
- (I) ~~(A)~~ placement and finishing of Class I, II and V dental amalgams (simple fillings) after preparation by the dentist or dental health aide therapist; and
- (II) ~~(B)~~ dental composite placement Class I, III and V (simple fillings) after preparation by a dentist or dental health aide therapist; and
- (III) ~~(C)~~ provide appropriate post-procedure instructions;
- (B) for an expanded function dental health aide I who has satisfied the requirements of section 2.30.400(a)(2)(B), the requirements of section 2.30.230(e).

**Section 2.30.410(b)(1)(B) and (C) were amended, as follows:**

- (B) ~~2.30.160~~ 2.30.210(b)(1)(A), (C), (E), (G), ~~and (H), and (I)~~ and ~~(B)(b)(2)(C)~~ and (D) (PDHA II); and
- (C) ~~2.30.250(c)(4)~~ (dental assistant); and

**Section 2.30.500(a)(1) was amended, as follows:**

- (1) all requirements under sections 2.30.100(a)(1) and (a)(4), and 2.30.400(a)(1),(a)(2)(A), (a)(3), and (b), and 2.30.410;

**Section 2.30.510(b)(1)(B) was amended , as follows:**

- (B) ~~2.30.210~~ 2.30.160(b)(1)(A), (C), (E), (G), ~~and (H), and (I)~~ and ~~(B)(b)(2)(C)~~ and (D) (PDHA II III);

**Section 2.30.510(b)(1)(D) was amended, as follows:**

- (D) ~~2.30.250(c)(4)~~ (dental assistant);

**Section 2.30.550(a)(1)and(2) was amended, as follows:**

- (1) sections 2.30.400(a)(1),(a)(2)(A),(a)(3), and (b) and 2.30.410 (EFDHA I) or
- (2) sections 2.30.500 and 2.30.510 (EFDHA II).

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1           **Section 2.30.550(c)(1) was amended, as follows:**

2  
3                           (1) all requirements under sections 2.30.400(a)(1), (a)(2)(A), (a)(3), and (b) and 2.30.410 (EFDHA  
4 I) or 2.30.500 and 2.30.510 (EFDHA II);

5  
6           **Section 2.30.610(b)(3) was amended, as follows:**

7  
8                           (A) all of the skills identified in sections 2.30.110 (PDHA I), 2.30.210 (PDHA II ~~III~~),  
9 2.30.220 (sealants), 2.30.230 (prophylaxis), 2.30.240 (dental radiology), 2.30.260 (ART), 2.30.310 (DHAH),  
10 2.30.410 (EFDHA I), 2.30.510 (EFDHA II), and 2.30.550 (stainless steel crown);

11           **Section 3.10.050(a)(3)(A) and (C) were amended, as follows:**

12  
13                           (A) 24 contact hours of continuing education approved by the Board, ~~or~~

14  
15                           (C) some combination of (A) and (B) adding up to 24 hours.

16  
17  
18 **June 24, 2004, multiple sections were amended, as described below:**

19  
20           **Section 2.20.110(b), was amended by deleting paragraph (15), which read:**

21                           (15) introductory clinic management; and

22  
23  
24 **Corresponding technical changes were made to reserve the number (15) rather than renumber paragraph (16)**  
25 **and to move “and” to the end of paragraph (14). Changes to these two paragraphs, thus, are, as follow s:**

26                           (14) introductory pharmacology, including identification and treatment of severe allergic  
27 reactions; and

28                           (15) [RESERVED] ~~introductory clinic management; and~~

29  
30  
31 **Section 2.20.310(b) was amended by deleting paragraphs (13) and (15) and reserving those numbers. These**  
32 **paragraphs read:**

33                           (13) adult health surveillance;

34                           (15) introduction to smoking cessation training;

35  
36 **Section 2.20.410(b) was amended by adding two new paragraphs, as follows:**

37                           (8) adult health surveillance;

38                           (9) introduction to smoking cessation training.

39  
40  
41 **Section 2.20.410(c)(2) was amending by deleting subparagraph (A) and reserving that number.**  
42 **Subparagraph (A) read:**

43                           (A) ~~eye: tonometry;~~

44  
45  
46 **October 14, 2004, multiple sections were amended, as described below:**

47  
48           **Section 2.30.310(a) was amended, as follows:**

49                           (a) **Dental Supervision.** Dental hygiene services may be performed under this section by a dental health  
50 aide hygienist under the general supervision of a dentist ~~or dental health aide therapist~~ provided the dental health  
51 aide hygienist has met the requirements of all of the requirements of this section.

52  
53  
54 **Section 2.30.610(b)(3)(B) was amended, as follows:**

55                           (B) diagnosis and treatment of caries, ~~including placement of pins~~ and performance of pulpotomies  
56 on deciduous teeth;

57  
58  
59 **January 31, 2005, Section 7.20.010(c) was deleted and new language inserted, as follows:**

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(c) **Training.** ~~The training will include didactic instruction and hands-on practice in a lab setting sufficient to demonstrate competency of the subject matter listed in sub section (a) of this section. Hours of Training. The course in which the topics listed in subsection (a) are addressed must include a minimum of:~~

- ~~(1) 18 hours of didactic instruction and~~
- ~~(2) 4 hours of hand s on practice in a lab setting.~~

**In the Standards amended January 31, 2005, two sections were amended to correct a cross-citation, as follows:**

**Section 2.30.410(a)(1) was amended, as follows:**

- (1) An expanded function dental health aide I may perform the functions identified for a dental assistant under sections 2.30.250(c)(d) and 2.30.410(b) (EFDHA I) only under the direct or indirect supervision of a dentist or dental health aide therapist.

**Section 2.30.510(a)(1) was amended, as follows:**

- (1) An expanded function dental health aide II may perform the functions identified for a dental assistant under sections 2.30.250(c)(d) and 2.30.510(b) (EFDHA I) only under the direct or indirect supervision of a dentist or dental health aide therapist.

**October 3, 2006, multiple sections were amended, as described below:**

**Section 1.20.010(5) was amended, as follows:**

- (5) “CHAM” means the Alaska Community Health Aide/Practitioner Manual, ~~2006 1998 Revised Edition~~, as revised, or its successor if approved by this Board;

**Section 1.20.010(22) was repealed. The repealed subsection read, as follows:**

- (22) “VMR” means Village Medicine Reference, revised April, 1997, or its successor if approved by this Board.

**Section 1.20.010 was amended by adding a new paragraph (23), as follows:**

- (23) “ISDEAA” means the Indian Self-Determination and Education Assistance Act, Pub. L. 93-638, as amended, 25 U.S.C. § 450 et seq.

**Section 2.10.010(a)(6) and (7) were amended, as follows:**

- (6) furnishes evidence satisfactory to the Board that at the time of consideration of the application the person is employed by the Indian Health Service or a tribe or tribal health program operating a community health aide program in Alaska under the ISDEAA ~~Indian Self Determination and Education Assistance Act [P.L. 93-638, 25 U.S.C. § 450 et seq.];~~
- (7) furnishes evidence satisfactory to the Board that the person will practice as a community health aide, community health practitioner or dental health aide only when employed by the Indian Health Service or a tribe or tribal health program operating a community health aide program in Alaska under the ISDEAA ~~Indian Self Determination and Education Assistance Act [P.L. 93-638, 25 U.S.C. § 450 et seq.];~~

**Section 2.10.010(a)(9)(B) was amended, as follows:**

- (B) as a community health aide, or community health practitioner only under the medical supervision of a licensed physician, who is familiar with the CHA/P program and CHAM and is employed by the federal government or employed by or under contract with a tribal health program operating a community health aide program in Alaska under the ISDEAA ~~licensed in the State of Alaska~~. This requirement does not preclude other physicians, dentists, and mid-level providers directing the day-to-day activities of a community health aide or community health practitioner under the direction of the physician providing medical supervision.

**Section 2.20.110(c)(8)(D) was amended, as follows:**

- (D) CHAM Medicine Handbook ~~VMR~~ for medicine instructions;

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**Section 2.20.120(b)(1) was amended, as follows:**

(1) be employed by the Indian Health Service or a tribe or tribal health program operating a community health aide program in Alaska under the ISDEAA ~~Indian Self Determination and Education Assistance Act;~~

**Section 2.30.010 was amended by adding a footnote to the title of the section, as follows:**

The supervision (at what ever level is required) of a dental health aide who provides services for which a Medicaid claim will be made must be provided by a dentist.

**Section 2.30.010(a) was amended to correct a typographical error, as follows:**

(a) **Generally.** The supervision of a dental health aide may be general, indirect or direct, as defined in section 2.30.010(b) ~~2.30.020(b)~~, provided that

**Section 2.30.020 was amended, as follows:**

(a) **Minimum Requirements.** A person who satisfies the requirements of subsection 2.30.020(b) may perform services of a certified dental health aide prior to being certified under this article to the extent the services are performed

(1) as part of training required for certification;

(2) ~~being performed~~ as part of a required preceptorship under sections 2.30.100(b), 2.30.220(c)(1)(B) or (c)(2), 2.30.230(d), 2.30.240(c)(1)(D) or (c)(2), 2.30.260(d), 2.30.400(b), 2.30.500(b), 2.30.550(d), 2.30.600(3), or

(2) ~~are performed~~ while an application for certification is pending before the Board after successful completion of all required training and preceptorship.

(b) **Employment.** To be eligible to perform services under subsection 2.30.020(a), the person must be employed by the Indian Health Service or a tribe or tribal program operating a community health aide program in Alaska under the ISDEAA ~~Indian Self Determination and Education Assistance Act.~~

**Section 6.10.900 was amended, as follows:**

**Sec. 6.10.900. Transition.** The Board shall use the CHA/P Curriculum, field work guidelines, and other materials and standard s developed by committees of the Community Health Aide Directors Association, including the Academic Review Committee (ARC), Review and Approval Committee (RAC), ~~Community Health Aide Manual/Village Medicine Reference (CHAM/VMR)~~ Revision Committee, until such time as it can review and adopt such materials under this section.

**Section 7.30.200(a) was amended, as follows:**

(a) **Development.** The Board shall use IHS training and work guidelines, standardized materials accepted in the dental practice community, materials developed by DARC, applicable materials and standard s developed by committees of the Community Health Aide Directors Association, including ARC, RAC, CHAM, ~~VMR~~ and other appropriate resource material until fully integrated DHA program center and curriculum standard s are developed and reviewed and approved by the Board.

**June 20, 2007, two sections were amended, as described below:**

**Section 2.30.600(3) was amended by adding a new sentence at the end, as follows:**

The preceptorship should encompass all competencies all competencies required of a dental health aide therapist outlined in section 2.30.610(b)(1), (2) and (3), and students should demonstrate each procedure or service independently to the satisfaction of the preceptor dentist.

**Section 3.10.050(a) was amended, as follows:**

**Sec. 3.10.050. DHA Continuing Education Requirements.**

(a) **Unlapsed Certificate.**

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(1) An applicant for renewal of a certificate under article 30 of chapter 2 whose certificate has not lapsed must meet:

(A) any specific recertification requirements set forth therein;

(B) satisfactory performance under the direct supervision of a dentist, dental hygienist, or dental health aide therapist of a minimum of 8 of each procedure for which the dental health aide is certified; and

(C) if the dental health aide has not completed the requirements for another level of certification or module during the concluding two-year certification period, satisfactory completion of:

(i) 24 contact hours of continuing education approved by the Board,

(ii) an additional 24 hours of patient contact under direct supervision of a dentist, dental hygienist, or dental health aide therapist; or

(iii) some combination of (i) and (ii) adding up to 24 hours.

(2) If the direct supervision required under subsections (1)(B) or (1)(C)(ii) of this section is provided by anyone other than a dentist, the supervisor must have been authorized to supervise the preceptorship of the procedures being performed under the applicable provision of chapter 2, article 30 [Standards for Dental Health Aides].

**January 31, 2008, one section was amended, as follows:**

**Section 2.30.020(b) was amended, as follows:**

(b) **Employment.** To be eligible to perform services under subsection 2.30.020(a) [minimum requirements], the person must be employed or sponsored by the Indian Health Service or a tribe or tribal program operating a community health aide program in Alaska under the ISDEAA.

**June 18, 2008, the Standards were substantially amended to incorporate standards for certification of behavioral health aides and practitioners and to make certain other amendments to the Standards applicable to community health aides and practitioners and dental health aides.**

Bracketed citations to other sections of the Standards were corrected and expanded throughout without editorial markings. A copy of the *Standards* showing all of the amendments, except those in which only the citation was corrected or expanded, is available from the CHAP Certification Board. These amendments required many new sections, which then required substantial renumbering. The table below identified the section number as of June 19, 2008, amendments, the prior section number (if any), and whether a section found in the January 31, 2008, *Standards* was amended.

<b>Table Comparing 6/19/08 Amendments to 1/31/08 Standards</b>		
<b>6/18/08</b>	<b>1/31/08</b>	<b>Amended</b>
Chapter 1, Article 10	Chapter 1, Article 10	yes - title
1.10.010	1.10.010	no
1.10.020		new
1.20.010(1)	1.20.010(1)	yes
1.20.010(2)	1.20.010(2)	no
1.20.010(3)-(7)		new
1.20.010(8)-(12)	1.20.010(3)-(7)	renumbered only
1.20.010(13)-(16)		new
1.20.010(17)	1.20.010(8)	yes
1.20.010(18)	1.20.010(9)	yes
1.20.010(19)	1.20.010(10)	yes
1.20.010(20), (21), (23), (24)	1.20.010(12), (11), (13), (14)	renumbered only
1.20.010(25)	1.20.010(22)	no
1.20.010(25)-(28) & (29)	1.20.010(15)-(18) & (23)	no

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<b>Table Comparing 6/19/08 Amendments to 1/31/08 Standards</b>		
<b>6/18/08</b>	<b>1/31/08</b>	<b>Amended</b>
1.20.010(30)		new
1.20.010(31)	1.20.010(19)	no
1.20.010(33)	1.20.010(20)	yes
1.20.010(31)	1.20.010(21)	yes
1.30.010	1.30.010	no
1.40.010 intro, (2) & (5)	1.40.010 intro, (2) & (5)	yes
1.40.010 (3)-(4), (6)-(10)	1.40.010 (3)-(4), (6)-(10)	no
1.40.010 (11)-(20)		new
Chapter 2, Title	Chapter 2, Title	yes
2.10.010	2.10.010	yes - (a), (a)(5)(C), (a)(7), (a)(8), (a)(8)(C) [new], (a)(9) & (a)(10), (b)(2) [new], (b)(3) & (b)(3)(B)
2.10.015	2.10.015	yes
2.20.100	2.20.100	no
2.20.110	2.20.110	yes - (b)(1), (b)(2) & (b)(4)
2.20.120	2.20.120	yes - (b)(3)
2.20.200	2.20.200	no
2.20.210	2.20.210	yes - (b)(4)
2.20.300	2.20.300	no
2.20.310	2.20.310	no
2.20.400	2.30.400	no
2.20.410	2.20.410	Yes – (b)(1)
2.20.500	2.20.500	Yes – (b)(3)
2.20.510	2.20.510	no
2.20.600	2.20.600	no
2.30.010	2.30.010	Yes – (a)(1)
2.30.020	2.30.020	no
2.30.030	2.30.030	no
2.30.050	2.30.050	no
2.30.100	2.30.100	no
2.30.110	2.30.110	no
2.30.150	2.30.150	no
2.30.160	2.30.160	no
2.30.200	2.30.200	no
2.30.210	2.30.210	no
2.30.220	2.30.220	no



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<b>Table Comparing 6/19/08 Amendments to 1/31/08 Standards</b>		
<b>6/18/08</b>	<b>1/31/08</b>	<b>Amended</b>
2.30.230	2.30.230	no
2.30.240	2.30.240	no
2.30.250	2.30.250	no
2.30.260	2.30.260	no
2.30.300	2.30.300	no
2.30.310	2.30.310	no
2.30.400	2.30.400	no
2.30.410	2.30.410	yes - (b)(2)(ii)(III)
2.30.500	2.30.500	no
2.30.510	2.30.510	no
2.30.550	2.30.550	no
2.30.600	2.30.600	no
2.30.610	2.30.610	yes – (a), (b)
2.40.010	2.40.010	new
2.40.020		new
2.40.030		new
2.40.100		new
2.40.110		new
2.40.200		new
2.40.210		new
2.40.300		new
2.40.310		new
2.40.400		new
2.40.410		new
2.40.500		new
2.40.510		new
2.40.515		new
2.40.520		new
2.40.525		new
2.40.530		new
2.40.535		new
2.40.540		new
2.40.545		new
2.40.550		new
2.40.555		new

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<b>Table Comparing 6/19/08 Amendments to 1/31/08 Standards</b>		
<b>6/18/08</b>	<b>1/31/08</b>	<b>Amended</b>
2.40.560		new
2.40.565		new
2.50.010	2.40.010	yes & renumbered
2.50.020	2.40.020	yes
2.50.100	2.40.100	yes & renumbered
2.50.200	2.40.200	yes - (a) & (b) & renumbered
2.50.300	2.40.300	yes & renumbered
3.10.005		new
3.10.010	3.10.010	yes
3.10.050	3.10.050	yes - (a)(1)(C)(i)
3.10.070		new
3.10.100	3.10.100	yes - (c)
3.10.200	3.10.200	yes - (c)
3.10.300		new
Chapter 4 - Title	Chapter 4 - Title	yes
4.10.010	4.10.010	yes - (d), (e), (f), (i)(2)(C), (i)(2)(D), (i)(2)(E), (i)(3), (i)(6), (i)(10), (i)(11)
4.10.100	4.10.100	yes - title & introduction
4.10.110	4.10.110	no
4.10.120	4.10.120	no
4.10.130	4.10.130	no
5.10.010	5.10.010	no
5.10.015	5.10.015	no
5.10.020	5.10.020	no
5.10.025	5.10.025	no
5.10.030	5.10.030	yes - (a)
5.10.035	5.10.035	no
5.10.040	5.10.040	no
5.10.045	5.10.045	no
5.10.050	5.10.050	yes – (d)
5.10.055	5.10.055	no
5.10.060	5.10.060	no
5.10.065	5.10.065	no
5.10.070	5.10.070	no
5.20.010	5.20.010	no

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<b>Table Comparing 6/19/08 Amendments to 1/31/08 Standards</b>		
<b>6/18/08</b>	<b>1/31/08</b>	<b>Amended</b>
5.20.020	5.20.020	no
5.20.030	5.20.030	no
5.30.010	5.30.010	no
5.30.020	5.30.020	no
5.40.010	5.40.010	no
5.40.020	5.40.020	no
6.10.010	6.10.010	no
6.10.900	6.10.900	no
7.10.010	7.10.010	no
7.10.020	7.10.020	no
7.10.030	7.10.030	no
7.20.010	7.20.010	yes - (a)(1)
7.20.020	7.20.020	no
7.20.030	7.20.030	no
7.20.040	7.20.040	no
7.20.050	7.20.050	no
7.20.100	7.20.100	no
7.20.110	7.20.110	no
7.20.120	7.20.120	no
7.20.130	7.20.130	no
7.20.140	7.20.140	no
7.20.200	7.20.200	no
7.20.210	7.20.210	no
7.20.220	7.20.220	no
7.20.300	7.20.300	no
7.20.400	7.20.400	no
7.20.500	7.20.500	no
7.30.010	7.30.010	no
7.30.100	7.30.100	yes - (a)
7.30.200	7.30.200	no
8.10.010		new
8.10.020		new
8.10.030		new

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<b>Table Comparing 6/19/08 Amendments to 1/31/08 Standards</b>		
<b>6/18/08</b>	<b>1/31/08</b>	<b>Amended</b>
8.20.010		new
8.20.050		new
8.20.100		new
8.20.110		new
8.20.115		new
8.20.125		new
8.20.135		new
8.20.140		new
8.20.145		new
8.20.150		new
8.20.155		new
8.20.160		new
8.20.165		new
8.20.170		new
8.20.175		new
8.20.180		new
8.20.220		new
8.20.225		new
8.20.228		new
8.20.230		new
8.20.235		new
8.20.240		new
8.20.245		new
8.20.250		new
8.20.255		new
8.20.260		new
8.20.270		new
8.20.275		new
8.20.325		new
8.20.335		new
8.20.340		new
8.20.345		new
8.20.350		new
8.20.370		new

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<b>Table Comparing 6/19/08 Amendments to 1/31/08 Standards</b>		
<b>6/18/08</b>	<b>1/31/08</b>	<b>Amended</b>
8.20.385		new
8.20.400		new
8.20.425		new
8.20.485		new
8.20.490		new
8.30.010		new
8.30.100		new
8.30.200		new
9.10.010	8.10.010	renumbered
9.10.020	8.10.020	renumbered
9.10.030	8.10.030	renumbered
9.10.040	8.10.040	renumbered
9.10.050	8.10.050	renumbered
9.10.060	8.10.060	renumbered
9.10.070	8.10.070	renumbered
9.10.080	8.10.080	renumbered
9.10.090	8.10.090	renumbered
9.20.010	8.20.010	renumbered
9.30.010	8.30.010	renumbered
9.30.020	8.30.020	renumbered
10.10.015	9.10.015	renumbered
10.10.020	9.10.020	renumbered
11.10.010	10.10.010	renumbered
11.10.020	10.10.020	renumbered
11.10.030	10.10.030	renumbered
11.10.040	10.10.040	renumbered
12.10.010	11.10.010	renumbered
12.10.020	11.10.020	renumbered

**June 19, 2008, two sections were amended, as follows:**

**Section 2.20.100(b) was amended, as follows:**

(a) an EMT or ETT training course approved by the State of Alaska, or its equivalent as determined by the Board;

**Section 2.20.200(2) was amended, as follows:**

(2) current ETT or EMT certification or its equivalent, as determined by the Board;

**January 16, 2009, four sections were amended, as follows:**

**Section 5.10.025(a)(2) was amended, as follows:**

(a) **Qualifications and Roles.**

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1                   (2) **Instructor.** CHA/P Training Center instructors must consist of a majority of full-time  
2 equivalent mid-level practitioner or physician instructors who are employees of the federal government or licensed  
3 by the State of Alaska. Additional instructors should be certified or licensed and have formal training in the  
4 knowledge and skills that they are teaching. ~~All These additional~~ instructors will be monitored to assure  
5 compliance with the CHA/P Curriculum and competence in subject being taught.  
6

7 **Section 5.10.025(d) was amended, as follows:**

8  
9                   (d) **Faculty Turnover.** In order to maintain the quality of instruction, the Board must be notified if  
10 during any ~~twelve~~ ~~three~~ month period 50 percent of the instructor staff of a CHA/P Training Center resigns and  
11 whenever a CHA/P Training Center Director resigns. Documentation of new employee orientation, peer review  
12 and student evaluation and examination must be available for review for each new instructor.  
13

14 **Section 5.10.035(c)(2) and (c)(4) was amended, as follows:**

15  
16                   (c) **Distribution of Clinical Hours** The distribution of clinical hours must be available in the following  
17 kinds of patient encounters:  
18

19                   (2) **Session II.**

<b>Encounter Type</b>	<b>Hours</b>
Acute care	12
Lab	1
<del>Ear</del>	<del>1</del>
Respiratory	1
Circulatory	1
Digestive system	1
Prenatal	2
Mental illness	4
Sick child	4
Screening physical exam	1
Approach to child (observe)	4
<del>Immunizations</del>	<del>1</del>
<b>Total Hours</b>	<b><u>31-33</u></b>

34  
35                   (4) **Session IV.**

<b>Encounter Type</b>	<b>Hours</b>
Acute care	8
Ear	1
Respiratory	1
Circulatory	1
Digestive	1
Female reproductive	4
Prenatal	3
Sick child	4
Well child	3.5
Newborn	1
Chronic disease	<del>4</del>
H & P	2.5
<b>Total Hours</b>	<b><u>34-32</u></b>

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1           **Section 5.10.040(a) was amended, as follows:**

2  
3           **(a) Qualifications for Trainees and Application Process.** The CHA/P Training Center will have a  
4 policy for selection of trainees. The selection process will include requiring applicants for trainee slots to file a  
5 completed statewide application form recommended no less than four ~~two~~ weeks prior to the start of the training  
6 session, unless extraordinary circumstances are present. The policy for selection must include requirements that  
7 the training applicants have no less than sixth grade math and reading skills and that they have completed Pre-  
8 Session, unless the applicant satisfies one of the exceptions to these requirements adopted under section  
9 5.10.040(c).

10  
11 **June 24, 2009, three sections were amended, as follows:**

12           **Section 5.10.050(c) was amended, as follows:**

13  
14           **(c) Faculty/Trainee Ratio.** Due to the short, intensive nature of CHA/P courses, ~~the following~~  
15 faculty/trainee ratios for clinical instruction during complete patient encounters must be done on a one-to-one basis  
16 may not be exceeded. For all other clinical instruction the following faculty/trainee ratios may not be exceeded:

- 17  
18                           (1)       **Sessions I and II:** one to one;  
19                           (2)       **Sessions III and IV:** one to two depending on the independence of the trainees.

20  
21  
22           **Section 5.10.055 was amended as follows:**

23  
24           **(a)** The CHA/P Training Center staff must evaluate each trainee at the end of each session and prepare  
25 a Post Session Learning Needs (PSLN) ~~form plan~~ to reinforce training and help the trainee to gain further  
26 competency during the 200 hours of village clinical experience between sessions.

27  
28           **(b)** CHA/P Training Center staff must review the Post Session Field Training Follow-up Plan as a  
29 component in the application and approval process for selection of trainees. (Ref: Field Component Guidelines.)  
30 for completion of the field training requirements of Basic training for placement in the next session.

31  
32           **Section 5.20.030 was amended, as follows:**

33  
34           **Sec. 5.20.030. Provisional Certification.** The Board may grant provisional certification to a CHA/P  
35 Training Center with Start-up Certification that is not eligible for full certification under section 5.20.020 provided  
36 it meets all the requirements for full certification, except that it is required to score only a minimum of 80% 42+  
37 points on the Review and Approval Committee CHA Education Program Evaluation Checklist evaluation.  
38 Provisional certification shall be effective for only six months and may be renewed only one time for a total of no  
39 more than one year.

40  
41 **October 7, 2009, five sections were amended, as follows:**

42           **Section 2.30.500(a)(1) was amended, as follows:**

43  
44           **(a) Training and Education.** A person meets the training and education requirements to be a certified  
45 expanded function dental health aide II upon successful completion of

- 46                           (1) all requirements under sections 2.30.100(a)(1) and (a)(4) [PDHA I training & education  
47 requirements; training; (pre-session) & (BLS)], and 2.30.400(a)(1),(a)(2)(A), (a)(3), and (b) [~~CHA-IV EFDHA I~~  
48 supervision, training & education requirements; training & education; (PDHA I requirements), (basic restorative  
49 functions), & (preceptorship)], and 2.30.410 [EFDHA I supervision & competencies];

50  
51  
52           **Section 5.10.050(d)(3) was amended, as follows:**

53  
54           **(d) Classroom and Clinical Instruction.** The intent in instruction for each session is to integrate the  
55 CHA/P Curriculum, the CHAM, and the training and skill of the community health aide/practitioner, with  
56 consideration to the “Role of the Community Health Aide/Practitioner.”

- 57                           (1) The CHA/P Curriculum objectives must be followed as a minimum standard.  
58                           (2) The CHAM must be used as a reference book for teaching community health aides and  
59 practitioners, as a minimum standard.

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1 (3) The instructional materials for faculty must consist the Curriculum of course objectives with  
2 ~~either~~ lesson plans, ~~lecture notes, or student learning notes~~. Instructional materials must be updated every three  
3 years.  
4

5 **Section 5.10.055(a) and (b) were amended, as follows:**

6  
7 (a) The CHA/P Training Center staff must evaluate each trainee at the end of each session and prepare  
8 a Post Session Learning Needs (PSLN) form to reinforce training and help the trainee to gain further competency  
9 during the 200 hours of village clinical experience between sessions.

10 (b) CHA/P Training Center staff must review the Post Session Field Training Follow-up Plan for  
11 completion of the field training requirements of Basic Training for placement in the next session.  
12

13 **Section 5.20.020 was amended, as follows:**

14  
15 **Sec. 5.20.020. Full Certification.** The Board shall grant full certification to a CHA/P Training Center that  
16 demonstrates substantial compliance with the requirements of sections 5.10.010 [full certification] through  
17 5.10.070 [faculty continuing education], through evidence satisfactory to the Board. Such evidence shall include  
18 submission of required materials, satisfactory performance during the on-site review and satisfactory completion  
19 of at least one training session. "Substantial compliance" shall require a minimum of 90% 136 points on the  
20 Review and Approval Committee CHA Education Program Evaluation Checklist to include meeting all essential  
21 items evaluation.  
22

23 **Section 5.30.010 was amended, as follows:**

24  
25 **Sec. 5.30.010. Periodic Submissions and Reviews.** A CHA/P Training Center fully certified under section  
26 5.20.020 [full certification] shall submit a CHA Training Center Annual Self-Evaluation Checklist each year  
27 ~~CHA/P Training Center Evaluation no less often than once every two years~~ and shall be subject to on-site reviews,  
28 upon reasonable notice, at the discretion of the Board, provided that an on-site review must occur no less often  
29 than once every five years. Such a CHA/P Training Center must notify the Board if a change in any of the  
30 following occurs:

- 31 (1) the person responsible for coordination of the training within the center;
- 32 (2) 50 percent or more of the staff within a 12 month period;
- 33 (3) Medical Advisor;
- 34 (4) methods of CHA/P Curriculum delivery;
- 35 (5) facilities used for training; or
- 36 (6) administration or finance that affects the viability of the training program.

37  
38 **June 8, 2010, thirteen sections were amended, as follows:**

39  
40 **Section 2.30.210(b)(1)(2) was amended, as follows:**

41 (b) **Competencies.** In addition to meeting the requirements of section 2.30.110 [PDHA I supervision &  
42 competencies], a certified primary dental health aide II must successfully demonstrate and maintain:

- 43 (1) (A) understanding and knowledge of dental anatomy,  
44 (B) understanding and knowledge of caries and the periodontal disease process;  
45 (C) identification and knowledge of dental instruments and equipment;  
46 (D) understanding telemedicine technology;  
47 (E) dental charting;  
48 (F) problem-specific medical and dental history taking;  
49 (G) basic knowledge of relationship between medical conditions and oral health;  
50 (H) basic management of dental emergencies;  
51 (I) proper handling and sterilization of instruments;  
52 (J) disinfection of the operator; and
- 53 (2) satisfactory performance of the following skills:  
54 (A) problem-specific medical and dental history taking;  
55 (B) recognition of medical and dental conditions that may require direct dental supervision  
56 or services;  
57 (C) recognition of relationship between medical conditions and oral health;  
58 (D) dental charting and patient record documentation;  
59 (E) instrument handling and sterilization procedures;  
60 (F) intra- and extra-oral photographs, if equipment is available.  
61  
62



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**Section 2.30.230(e) Dental Prophylaxis Requirements was amended, as follows:**

(e) **Competencies.** In addition to meeting all other requirements of this section, the dental health aide must understand and successfully demonstrate and maintain the following competencies and skills:

- (1) understanding and following dental orders;
- (2) reviewing medical history and identifying contraindications for performing prophylaxis;
- (3) understanding when the patient should be referred to a dentist prior to carrying out prophylaxis;
- (4) explaining prophylaxis procedure and respond to questions from patient regarding prophylaxis;
- (5) proper patient and provider safety procedures;
  - (A) proper use of dental instruments for safety of patient and provider;
  - (B) proper use of ultrasonic or piezoelectric scalers;
- (6) scaling and polishing to remove calcereous deposits, accretions, and stains from the coronal or exposed surface of the tooth; and
- (7) consistent with direct orders from the dentist after a dental examination, sulcular irrigation.

**Section 2.30.240(d)(3) was amended as follows:**

(d) **Competencies.** In addition to meeting all other requirements of this section, a dental health aide may only perform dental radiology, if the dental health aide successfully demonstrates and maintains:

- (3) satisfactory performance of the following skills:
  - (A) radiological protection of operator and patient;
  - (B) use and storage of the lead apron and thyroid collar;
  - (C) review medical history and identify contraindications for performing x-rays;
  - (D) dosimeter (film badge) and radiology reports;
  - (E) recognition and correction of:
    - (i) distortion,
    - (ii) overlap,
    - (iii) cone-cutting
    - (iv) automatic processing problems;
  - (F) use of film holding devices
  - (G) positioning and exposing intra-oral radiographs;
  - (H) troubleshooting
    - (i) technique errors
    - (ii) processing errors;
  - (I) film handling during processing;
  - (J) film labeling;
  - (K) use of landmarks to mount film;
  - (L) use of daylight loader; and
  - (M) basic knowledge of digital radiography.

**Section 2.30.250(c) was amended, as follows:**

(c) **Competencies.** In addition to meeting all other requirements of this section, the dental health aide must understand and successfully demonstrate and maintain the ability to satisfactorily perform the following functions:

- ~~(1) taking impressions for study or working casts;~~
  - ~~(2) removing sutures and dressing;~~
  - (13) applying topical anesthetic agents;
  - ~~(4) removing excess cement from coronal surfaces;~~
  - (52) placing and removing rubber dams;
  - ~~(6) placing and removing matrices;~~
  - ~~(73) knowledge of dental procedures and use of instruments appropriate for the procedures~~
- basic knowledge of dental materials, instruments, and procedures; and
- ~~(84) four-handed instrument transfer.~~

**Section 2.30.260(e)(3) was amended, as follows:**

(e) **Competencies.** In addition to meeting all other requirements of this section, a dental health aide may only perform ART, if the dental health aide successfully demonstrates and maintains:

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(3) identify cases appropriate ~~for referral~~ for ART;

**Section 2.30.610(b)(3) was amended, as follows:**

(b) **Competencies.** In addition to meeting the requirements of section 2.30.100(a)(1) and (a)(4) [PDHA I training & education requirements; training; (pre-session) & (BLS)] and 2.30.600 [DHAT training & education requirements], a certified dental health aide therapist must successfully demonstrate and maintain:

(3) satisfactory performance under general supervision of a dentist of:

(A) all of the skills identified in sections 2.30.110 [PDHA I supervision & competencies], 2.30.210 [PDHA II supervision & competencies], 2.30.220 [sealant requirements], 2.30.230 [dental prophylaxis requirements], 2.30.240 [dental radiology requirements], 2.30.260 [ART requirements], 2.30.310 [DHAH supervision & competencies], 2.30.410 [EFDHA I supervision & competencies], 2.30.510 [EFDHA II supervision & competencies], and 2.30.550 [stainless steel crown placement requirements];

(B) diagnosis and treatment of caries; ~~and performance of pulp potomies on deciduous teeth~~

(C) performance of uncomplicated extractions of primary and permanent teeth;

(D) response to emergencies to alleviate pain and infection;

(E) administration of local anesthetic;

(F) recognition of and referring conditions needing space maintenance;

(G) maintenance of and repair of dental equipment;

(H) development of and carrying out community health prevention and education program;

(I) performance of pulp potomies on primary teeth.

**Section 5.10.065 was amended and reformatted, as follows:**

Sec. 5.10.065. CHA/P Training Center Self-Evaluation. A CHA/P Training Center must have a policy on quality assurance (QA)/continuous quality improvement (CQI). This policy must include documentation of post-session meetings for staff evaluation of training sessions and at least quarterly program reviews, evaluation of CHA ~~tools for CHA/P~~ clinical encounters, Patient Encounter Form (PEF) ~~patient care component~~ evaluation tool for quality and appropriateness of patient care as delineated by the CHAM, ~~weekly on-going classroom~~ evaluation of the CHA/P in a learner role, ~~and~~ a summary evaluation of the ~~trainee as well as CHA/P~~, CHA evaluations of training sessions and individual instructors, and faculty peer review of didactic and clinical instruction. The ~~QA/CQI quality assurance/continuous quality improvement~~ process must be in effect, documenting that evaluation tools are in use, trends are identified and the continuous quality improvement process is being implemented to address and modify those identified trends. ~~Completed QA evaluation tools must be on file and available for review by RAC.~~

**Sec. 5.10.065. CHA/P Training Center Self-Evaluation.**

(a) **A CHA/P Training Center** must have a policy on quality assurance (QA)/continuous quality improvement (CQI). This policy must include:

(1) documentation of post-session meetings for staff evaluation of training sessions and quarterly program reviews,

(2) evaluation of CHA clinical encounters,

(3) Patient Encounter Form (PEF) evaluation for quality and appropriateness of patient care as delineated by the CHAM,

(4) weekly evaluation of the CHA in a learner role,

(5) a summary evaluation of the CHA,

(6) CHA evaluations of training sessions and individual instructors, and

(7) faculty peer review of didactic and clinical instruction.

(b) **The QA/CQI** process must be in effect, documenting that evaluation tools are in use, trends are identified and the continuous quality improvement process is being implemented to address and modify those identified trends.

**Section 7.20.050(a) was amended, as follows:**

(a) **Subject Matter.** A Village-Based Dental Practice course must address the following topics:

(1) use of telemedicine technology, including use of intra- and extra-oral cameras;

(2) problem specific medical and dental history taking;

(3) recognition of medical and dental conditions;

(4) recognition of relationship between medical conditions and oral health.

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**Section 7.20.110(a) and (b) were amended, as follows:**

- (a) **Subject Matter.** A course in dental prophylaxis must address the following topics:
- (1) understanding and following dental orders ~~if any~~;
  - (2) reviewing medical history and identify contraindications for performing prophylaxis;
  - (3) understanding when the patient should be referred to a dentist prior to carrying out prophylaxis;
  - (4) explaining prophylaxis procedure and respond to questions from patient regarding prophylaxis;
  - (5) proper patient and provider safety procedures, including:
    - (A) proper use of dental instruments for safety of patient and provider and
    - (B) proper use of ultrasonic or ~~and~~ piezoelectric scalers;
  - (6) scaling and polishing to remove calcereous deposits, accretions, and stains from the coronal or exposed surface of the tooth; and
  - (7) consistent with direct orders from the dentist after a dental examination, sulcular irrigation.
- (b) **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must include a minimum of:
- (1) 8 ~~4~~ hours of didactic instruction and
  - (2) 16 ~~44~~ hours of clinical encounters.

**Section 7.20.120(a) was amended by adding paragraph 31, as follows:**

- (a) **Subject Matter.** A course in dental radiology must address the following topics:
- (31) basic knowledge of digital radiography.

**Section 7.20.130(a) was amended by deleting paragraphs and renumbered, as follows:**

- (a) **Subject Matter.** A course in dental assisting must address the following topics:
- ~~(1) taking impressions for study or working casts;~~
  - ~~(2) removing sutures and dressing;~~
  - ~~(1 3) applying topical anesthetic agents;~~
  - ~~(4) removing excess cement from coronal surfaces;~~
  - ~~(2 5) placing and removing rubber dams;~~
  - ~~(6) placing and removing matrices;~~
  - ~~(3 7) basic knowledge of dental materials, instruments, and procedures knowledge of dental procedures and use of instruments appropriate for the procedures; and~~
  - ~~(4 8) four-handed instrument transfer.~~

**Section 7.20.140(a)(3) was amended, as follows:**

- (a) **Subject Matter.** A course in atraumatic restorative treatment must address the following topics:
- (3) identify cases appropriate ~~for referral~~ for ART;

**Section 7.20.300 was amended, as follows:**

**Sec. 7.20.300. Dental Health Aide Hygienist Training Program.** A DHA hygienist training program must provide instruction and clinical training equivalent to that required for accreditation by the Commission on Dental Accreditation of the American Dental Association ~~Commission on Accreditation of Dental and Dental Auxiliary Education Programs of the American dental Association.~~

**Section 7.20.400(b) was amended, as follows:**

- (b) **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must include a minimum of:
- (1) 16 ~~44~~ hours of didactic instruction;
  - (2) 8 ~~7~~ hours of laboratory instruction during which time 3 injections each of the maxillary infiltration, palatal, inferior alveolar, long buccal, and posterior superior alveolar injections ~~anterior palatine, incisive palatine, anterior and middle superior alveolar, posterior superior~~ are administered; and
  - (3) clinical experience sufficient to establish the dental health aide's ability to adequately anesthetize the entire dentition and supporting structures in a clinical setting, requiring a minimum of 6 hours of clinical encounters under direct supervision of faculty during which time each patient receiving an injection receives a dental service; and including a minimum of 4 each of the injections listed above.

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1 **January 13, 2011, five sections were amended, as follows:**  
2

3 **Section 1.40.010. Findings, paragraph (2) was amended, as follows:**  
4

5 (2) The community health aide program was authorized by Congress to promote the achievement  
6 of the health status objectives in the Indian Health Care Improvement Act in rural Alaska. These objectives are  
7 broad in scope and address virtually every aspect of health care, access, delivery, and status. Specialized training  
8 (medical, dental and behavioral health) and certification furthers those objectives by creating opportunities for  
9 community health aides to focus their training and practice on particular health issues and delivery strategies.  
10 Regardless of the specific title everyone certified under the community health aide program has the same basic  
11 responsibility: to improve health status among Alaska Natives living in rural Alaska.  
12

13 **Section 5.10.050(c) was amended, as follows:**  
14

15 (c) **Faculty/Trainee Ratio.** Due to the short, intensive nature of CHA/P courses, faculty/trainee ratios  
16 for clinical instruction during patient encounters, in which the trainee is the primary provider, as defined  
17 Sec.5.10.035(b)(1), must be done on a one-to one basis. For all other clinical instruction the following  
18 faculty/trainee ratios may not be exceeded:

- 19 (1) **Session I and II:** one to one;  
20 (2) **Sessions III and IV:** one to two depending on the independence of the trainees.  
21

22 **Section 5.10.050(d)(3) was amended, as follows:**  
23

24 (d) **Classroom and Clinical Instruction.** The intent in instruction for each session is to integrate the  
25 CHA/P Curriculum, the CHAM, and the training and skill of the community health aide/practitioner, with  
26 consideration to the “Role of the Community Health Aide/Practitioner.”

27 (3) The instructional materials for faculty must consist of the CHA/P Curriculum course  
28 objectives and lesson plans. Instructional materials must be updated every three years.  
29

30 **Section 5.20.020 was amended, as follows:**  
31

32 **Sec. 5.20.020. Full Certification.** The Board shall grant full certification to a CHA/P Training Center that  
33 demonstrates substantial compliance with the requirements of sections 5.10.010 [full certification] through  
34 5.10.070 [faculty continuing education], through evidence satisfactory to the Board. Such evidence shall include  
35 submission of required materials, satisfactory performance during the on-site review and satisfactory completion  
36 of at least one training session. “Substantial compliance” shall require a minimum score of 90% on the Review  
37 and Approval Committee CHA Education Program Evaluation Checklist to include meeting all essential items as  
38 defined in the checklist.  
39

40 **Section 7.20.400(b)(3) was amended, as follows:**  
41

42 (b) **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must  
43 include a minimum of:

44 (3) clinical experience sufficient to establish the dental health aide’s ability to adequately  
45 anesthetize the entire dentition and supporting structures in a clinical setting, requiring a minimum of 6 hours of  
46 clinical encounters under direct supervision of faculty during which time each patient receiving an injection  
47 receives a dental service; which must include and including a minimum of 4 each of the injections listed above.  
48

49 **October 12, 2011, eight sections were amended, as follows:**  
50

51 **Section 1.10.010 Authority was amended, as follows:**  
52

53 **Sec. 1.10.010. Authority.** The Community Health Aide Program Certification Board is established under  
54 the authority of the Act of November 2, 1921 (25 U.S.C. § 13, popularly known as the Snyder Act) pursuant to 25  
55 U.S.C. § 1616f (Section 119 of Pub. L. 94-437), the Indian Health Care Improvement Act, as amended, including  
56 the permanent reauthorization and amendments in Section 10221 of the Patient Protection and Affordable Care  
57 Act, Pub. L. 111-148, which incorporated by reference, as amended by Section 10221, S. 1790 as reported by the  
58 Senate Committee on Indian Affairs in December 2009 and directives and circulars of the United States  
59 Department of Health and Human Services, Public Health Service, Indian Health Service, Alaska Area Native  
60 Health Service.

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**Section 1.40.010. Findings. paragraphs (2) and (19) were amended, as follows:**

(2) The community health aide program was authorized by Congress to promote the achievement of the health status objectives in the Indian Health Care Improvement Act in rural Alaska. These objectives are broad in scope and address virtually every aspect of health care, access, delivery, and status. Specialized training (medical, dental and behavioral health) and certification furthers those objectives by creating opportunities for community health aides to focus their training and practice on particular health issues and delivery strategies. Regardless of the specific title everyone certified under the community health aide program has the same basic responsibility: to improve health status among Alaska Natives living in rural Alaska.

(19) The Healthy People 2020 objectives, broadly and deeply address behavioral health issues including injury and violence prevention, mental health, quality of life and well-being, social determinants of health, substance abuse and tobacco, along with behavioral health considerations for each stage of life.

**Section 2.30.310. Dental Health Aide Hygienist Supervision and Competencies was amended, as follows:**

**(a) Dental Supervision.**

(1) Dental hygiene services may be performed under this section by a dental health aide hygienist under the general supervision of a dentist provided the dental health aide hygienist has met the requirements of all of the requirements of this section.

(2) a dental health aide hygienist may perform services identified in section 2.30.260 [ART requirements] under general supervision of a dentist upon successful completion of all of the requirements of the applicable section and requirements of section 2.30.200 (b) [PDHA II training and education requirements]

**(b) Competencies.** In addition to demonstrating the competencies identified in section 2.30.110(b) [PDHA I supervision & competencies; competencies], 2.30.210(b) [PDHA II supervision & competencies; competencies], 2.30.220(d) [sealant requirements; competencies], 2.30.230(e) [dental prophylaxis requirements; competencies], 2.30.240(d) [dental radiology requirements; competencies], and after satisfying the requirements of 2.30.300 [DHAH training & education requirements], a certified dental health aide hygienist must successfully demonstrate and maintain satisfactory performance of the following skills:

- (1) removing calculus deposits, accretions and stains from the surfaces of teeth by scaling and polishing techniques;
- (2) non-surgical periodontal therapy root planing and periodontal soft tissue curettage;
- (3) placing sulcular medicinal or therapeutic materials;
- (4) periodontal probing; and
- (5) administration of local anesthetics and identification and responding to the side effects of local anesthetics.

**Section 2.30.400. Expanded Function Dental Health Aide I Supervision, Training and Education Requirements was amended, as follows:**

**(a) Training and Education.** A person meets the training and education requirements to be a certified expanded function dental health aide I upon successful completion of

(1) all requirements under sections 2.30.100(a)(1) and (a)(4) [PDHA I training & education requirements; (pre-session) & (BLS)];

(2) (A) (i) a Board approved course in basic restorative functions that satisfies the requirements of section 7.20.200 [basic restorative functions];

(ii) a course in basic restorative functions offered by an accredited school of high education; or

(iii) a course in basic restorative functions offered or approved by IHS, including “Restorative Functions – Basic”; or

(B) training that meets the requirements ~~certification~~ under section 2.30.230 [dental prophylaxis requirements]; and

(3) a preceptorship that satisfies the requirements in subsection (b) [EFDHA I preceptorship] of this section.

**(b) Preceptorship.**

An expanded function dental health aide I who has satisfied the requirements of

(1) subsection (a)(2)(A) [EFDHA I training & education; (basis restorative functions course)] must, after completion of the other requirements in subsection (a) [EFDHA I training and education] of this section, satisfactorily complete a preceptorship, which must:

- (A+) be under the direct supervision of a dentist;
- (B2) continue after completion of the training under subsection (a)(2) for a minimum of six months or 800 hours, whichever is longer; and

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1                    ~~(C3)~~ include satisfactory performance in the dental health aide's clinical setting under direct  
2 supervision of a dentist of a minimum of 50 restorations of which a minimum of 5 must be in each classification of  
3 amalgam class I, class II, and class V and composite class I, class III and class V; or.

4                    (2) subsection (a)(2)(B) [EFDHA I training and education (dental prophylaxis course)] must, after  
5 the completion of the other requirements in subsection (a) [EFDHA I training and education] of this section,  
6 satisfactorily complete a preceptorship as required under section 2.30.230 [dental prophylaxis requirements].  
7  
8

9                    **Section 2.30.410. Expanded Function Dental Health Aide I Supervision and Competencies was amended, as**  
10 **follows:**

11                    **(a) Dental Supervision.**

12                    (1) An expanded function dental health aide I may perform the functions identified for a dental  
13 assistant under sections 2.30.250(c) [dental assistant function requirements; competencies] and 2.30.410(b)  
14 [EFDHA I supervision & competencies; competencies] only under the direct or indirect supervision of a dentist or  
15 dental health aide therapist.

16                    (2) An expanded function dental health aide I may perform the services identified in section  
17 2.30.550 [stainless steel crown placement requirements] under the direct or indirect supervision of a dentist or  
18 dental health aide therapist upon successful completion of all the requirements of the applicable section.

19                    (3) An expanded function dental health aide I may perform the services identified in section  
20 2.30.410 (b)(1) [EFDHA I supervision & competencies; competencies] 2.30.110(b)(1)(B), (C), (F) and (G),  
21 (b)(2)(A) through (C), and (b)(3)(D) [PDHA I supervision & competencies] under general supervision of a dentist  
22 or dental health aide therapist upon completion of the requirements of section 2.30.200(b) [PDHA II training &  
23 education requirements; (village-based dental practice course)].

24                    ~~(43)~~ An expanded function dental health aide I may perform services as provided for under sections  
25 2.30.220 [sealant requirements], 2.30.230 [dental prophylaxis requirements], 2.30.240 [dental radiology  
26 requirements], and 2.30.260 [ART requirements] under the general supervision of a dentist or dental health aide  
27 therapist, upon successful completion of all of the requirements of the applicable section and the requirements of  
28 section 2.30.200(b) [PDHA II training & education requirements; (village-based dental practice course)].  
29  
30

31                    **(b) Competencies.** In addition to satisfying the requirements of 2.30.400 [EFDHA I supervision  
32 training & education requirements], a certified expanded function dental health aide must successfully demonstrate  
33 and maintain the following:

34                    (1) (A) understanding of:

35                    (i) basic dental anatomy;

36                    (ii) caries disease process;

37                    (iii) periodontal disease process;

38                    (iv) infection control;

39                    (v) health care system access, including access to Medicaid and other third-party

40 resources;

41                    (v) scheduling;

42                    (vi) theory of prevention;

43                    (vii) fluoride as a drug and related issues;

44                    (ix) dental charting and patient record documentation;

45                    (B) competency in the following subjects:

46                    (i) topical fluoride treatment(s)

47                    (ii) oral hygiene instruction;

48                    (iii) identification of potential dental problems and appropriate referrals;

49                    (iv) recognition of medical and dental conditions that may require direct dental

50 supervision or services;

51                    (v) those provided for under sections 2.20.110(b)(1), (3) through (12), and (14)

52 [CHA I competencies; (competencies)];

53                    (vi) dental health aide's general scope of work;

54                    (vii) basic life support and basic management of dental emergencies;

55                    (C) satisfactory performance of the following skills:

56                    (i) use of CHAM;

57                    (ii) general medical history taking;

58                    (iii) patient education including the explanation of prevention strategies, including

59 fluoride and sealants;

60                    (iv) toothbrush prophylaxis;

61                    (v) clean/sterile techniques

62                    (I) proper handling and sterilization of instruments;

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- (II) disinfection of the operator
- (vi) universal precautions; and
- (vii) handwashing;
- (viii) basic knowledge of dental materials, instruments and procedures;
- (ix) four-handed instrument transfer;
- (x) applying topical anesthetic agents;
- (xi) placing and removing rubber dams; and

(1) ~~the satisfactory performance of the competencies identified in sections (A) 2.30.110(b)(1)(A), (D) and (E), (b)(2)(A), (E) through (G), and (b)(3)(A) and (E) through (H) [PDHA I supervision & competencies];~~

~~(B) 2.30.210(b)(1)(A), (C), (E), (G), (H), and (I) and (b)(2)(C) and (D) [PDHA II supervision & competencies]; and~~

~~(C) 2.30.250(e) [dental assistant function requirements; competencies]; and~~

(2) (A) for an expanded function dental health aide I who has satisfied the requirements of section 2.30.400(a)(2)(A) [EFDHA I ~~supervision~~ training & education requirements; training & education; (basic restorative functions course)] and (b) [EFDHA I ~~supervision~~, training & education requirements; preceptorship],

- (i) (I) advanced understanding of tooth morphology, structure and function; and
- (II) an ability to discriminate between acceptable and unacceptable restoration;

and

- (ii) competency in and satisfactory performance of the following skills:

(I) placement and finishing of Class I, II and V dental amalgams (simple fillings) after preparation by the dentist or dental health aide therapist; and

(II) dental composite placement Class I, III and V (simple fillings) after preparation by a dentist or dental health aide therapist; and

(III) provide appropriate post-procedure instructions; (B) for an expanded function dental health aide I who has satisfied the requirements of section 2.30.400(a)(2)(B) [EFDHA I ~~supervision~~, training & education requirements; training and education; (prophylaxis ~~training certification~~)], the requirements of section 2.30.230(e) [dental prophylaxis requirements; competencies].

**Section 2.30.500. Expanded Function Dental Health Aide II Training and Education Requirements was amended, as follows:**

(a) **Training and Education.** A person meets the training and education requirements to be a certified expanded function dental health aide II upon successful completion of

(1) all requirements under sections 2.30.100(a)(1) and (a)(4) [PDHA I training & education requirements; training; (pre-session) & (BLS)], and 2.30.400(a)(1), (a)(2)(A), (a)(3), and (b) [EFDHA I ~~supervision~~, training & education requirements; training & education; (PDHA I requirements), (basic restorative functions), & (preceptorship)], and 2.30.410 [EFDHA I supervision & competencies];

**Section 2.30.510. Expanded Function Dental Health Aide II Supervision and Competencies was amended, as follows:**

(a) **Dental Supervision.**

(1) An expanded function dental health aide II may perform the functions identified for a dental assistant under sections 2.30.250(c) [dental assistant function requirements; competencies] and 2.30.510(b) [EFDHA II supervision & competencies; competencies] only under the direct or indirect supervision of a dentist or dental health aide therapist.

(2) An expanded function dental health aide II may perform the services identified in section 2.30.550 [stainless steel crown placement requirements] under the direct or indirect supervision of a dentist or dental health aide therapist upon successful completion of all of the requirements of the applicable section.

(3) An expanded function dental health aide II may perform the services identified in section 2.30.410 (b)(1) [EFDHA I supervision & competencies; competencies] under general supervision of a dentist or dental health aide therapist upon completion of the requirements of section 2.30.200(b) [PDHA II training & education requirements; (village-based dental practice course)].

(4) An expanded function dental health aide II may perform services as provided for under sections 2.30.220 [sealant requirements], 2.30.230 [dental prophylaxis requirements], 2.30.240 [dental radiology requirements], and 2.30.260 [ART requirements] under the general supervision of a dentist or dental health aide therapist, upon successful completion of all of the requirements of the applicable section and the requirements of section 2.30.200(b) [PDHA II training & education requirements; village-based dental practice].

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1           **(b) Competencies.** In addition to satisfying the requirements of 2.30.500 [EFDHA II training &  
2 education requirements], a certified expanded function dental health aide must demonstrate and maintain of the  
3 following:

- 4                   (1) the satisfactory performance of the competencies identified in sections  
5                    (A) ~~2.30.110(b)(1)(A), (D) and (E), (b)(2)(A), (E) through (G), and (b)(3)(A) and (E)~~  
6 ~~through (H) [PDHA I supervision & competencies; competencies];~~  
7                    (B) ~~2.30.210(b)(1)(A), (C), (E), (G), (H), and (I) and (b)(2)(C) and (D) [PDHA II~~  
8 ~~supervision & competencies; competencies];~~  
9                    (A) 2.30.240(d) [dental radiology requirements; competencies];  
10                   (B) 2.30.250(c) [dental assistant function requirements; competencies];  
11                   (C) 2.30.410(b) [EFDHA I supervision & competencies; competencies]; and  
12                   (2) understanding of  
13                    (A) the basics of occlusion as they apply to restorative dentistry and  
14                    (B) current state-of-the-art dentinal bonding agents;  
15                   (3) competency in and satisfactory performance of the following skills:  
16                    (A) placement and finishing of cusp protected amalgam and complex Class II amalgams  
17 (complex fillings);  
18                    (B) placement and finishing of dental composite Class II and IV (complex fillings); and  
19                    (C) provide appropriate post-procedure instructions.  
20

21 **Section 2.30.550(a) and (c). Stainless Steel Crown Placement Requirements were amended, as follows:**

22  
23           **(a) Prerequisites.** An expanded function dental health aide may be certified under this section to place  
24 stainless steel crowns under the conditions set forth in subsections (b) through (e) of this section provided the  
25 expanded function dental health aide satisfies the requirements of:

26                   (1) sections 2.30.400(a)(1),(a)(2)(A), (a)(3), and (b) [EFDHA I ~~supervision~~ training &  
27 education requirements; training & education & preceptorship] and 2.30.410 [EFDHA I supervision &  
28 competencies] or

29                   **(b) Dental Supervision.** An expanded function dental health aide I or II may perform stainless steel  
30 crown placement only under the direct or indirect supervision of a dentist or dental health aide therapist.

31                   **(c) Training and Education.** A person meets the training and education requirements to place  
32 stainless steel crowns upon successful completion of:

33                   (1) all requirements under sections 2.30.400(a)(1),(a)(2)(A), (a)(3), and (b) [EFDHA I  
34 ~~supervision~~, training & education requirements; training & education & preceptorship] and 2.30.410 [EFDHA I  
35 supervision & competencies] or 2.30.500 [EFDHA I training & education requirements] and 2.30.510 [EFDHA II  
36 supervision & competencies];  
37

38 **January 11, 2012, two sections were amended, as follows:**

39  
40 **Section 2.30.230(d) was amended, as follows:**

41  
42           **(d) Preceptorship.** A dental health aide must, after completion of the requirements in subsection (c) of  
43 this section, under the direct supervision of a dentist, dental health aide therapist, licensed dental hygienist or  
44 dental health aide hygienist, satisfactorily complete a preceptorship during which the dental health aide  
45 satisfactorily performs a minimum of ~~40~~ ~~20~~ dental prophylaxis of which:

- 46                   (1) a minimum of ~~10~~ ~~5~~ must be performed on children under 8 years of age and  
47                   (2) a minimum of ~~10~~ ~~5~~ must be performed on adults with supra-gingival calculus.  
48

49 **Section 2.30.610(b)(3) was amended, as follows:**

50  
51           **(b) Competencies.** In addition to meeting the requirements of section 2.30.100(a)(1) and (a)(4) [PDHA  
52 I training & education requirements; training; (pre-session) & (BLS)] and 2.30.600 [DHAT training & education  
53 requirements], a certified dental health aide therapist must successfully demonstrate and maintain:

54                   (3) satisfactory performance under general supervision of a dentist of:  
55                    (A) all of the skills identified in sections 2.30.110 [PDHA I supervision &  
56 competencies], 2.30.210 [PDHA II supervision & competencies], 2.30.220 [sealant requirements], 2.30.230  
57 [dental prophylaxis requirements], 2.30.240 [dental radiology requirements], 2.30.260 [ART requirements],  
58 ~~2.30.310 [DHAT supervision & competencies]~~, 2.30.410 [EFDHA I supervision & competencies], 2.30.510  
59 [EFDHA II supervision & competencies], and 2.30.550 [stainless steel crown placement requirements];

- 60                    (B) diagnosis and treatment of caries;  
61                    (C) performance of uncomplicated extractions of primary and permanent teeth;  
62                    (D) response to emergencies to alleviate pain and infection;



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- 1 (E) administration of local anesthetic;  
2 (F) recognition of and referring conditions needing space maintenance;  
3 (G) maintenance of and repair of dental equipment;  
4 (H) development of and carrying out community health prevention and education  
5 program.  
6 (I) performance of pulpotomies on primary teeth.  
7

8 **June 13, 2012, two sections were amended, as follows:**  
9

10 **Section 2.30.610. Dental Health Aide Therapist Supervision and Competencies was amended, as follows:**

11 (a) **Dental Supervision.** Dental health aide therapist services may be performed under this section by a  
12 dental health aide therapist under the general supervision of a dentist provided the dental health aide therapist has  
13 met the requirements of this section. Pulpal therapy (not including pulpotomies on deciduous teeth) or extraction  
14 of adult teeth can be performed by a dental health aide therapist only after consultation with a licensed dentist who  
15 determines that the procedure is a medical emergency that cannot be resolved with palliative treatment.  
16  
17

18 **Section 2.40.030. Behavioral Health Aide/Practitioner Trial Examination was deleted. It read:**  
19

20 **Sec. 2.40.030. Behavioral Health Aide/Practitioner Trial Examination.**

21 (a) **Findings.** Standardized assessment measures, which may include written or oral testing and other  
22 standardized practice activities such as role playing, may be useful devices for evaluating the knowledge and skills  
23 of candidates for certification. Such tests need to be validated to assure that they are testing accurately for the  
24 knowledge and skills required. This requires that the tests be culturally sensitive and not biased towards unrelated  
25 skills, such as reading in English (except when that is the skill being tested). Requiring candidates for certification  
26 who have been practicing for some time to take the tests will allow measuring the outcomes of the tests against the  
27 assessment of the actual practice skills of the candidates.  
28  
29

30 (b) **Requirements.** All applicants for certification as a behavioral health aide or practitioner must take  
31 the Trial Behavioral Health Aide/Practitioner examination applicable to the level of certification for which the  
32 applicant is applying, provided that

- 33 (1) if the trial examination has not been approved by the Board prior to application for  
34 certification this requirement will not apply;  
35 (2) if a behavioral health aide or practitioner is certified without having taken the trial  
36 examination, the aide or practitioner will take the trial examination, upon request of the Board; and  
37 (3) the results of the trial examination shall not be considered when evaluating the applicant's  
38 application for certification.  
39

40 **October 4, 2012, three sections were amended, as follows:**  
41

42 **Section 3.10.100. Approved Continuing Education Programs for CHA/P was renumbered and amended, as**  
43 **follows:**  
44

45 (a) **Competencies.** To be approved by the Board, a continuing education program must:  
46 (1) cover one or more of the course of study subjects or competencies listed in sections 2.20.100  
47 [CHA I training & education requirements] through .510 [CHP competencies], the CHA/P Curriculum, or the  
48 CHAM; ~~and~~  
49 (2) directly relate to the clinical practice of a community health aide or community health  
50 practitioner; and,  
51 (3) be no less than 1 hour in length.  
52

53 **Section 3.10.200. Approved Continuing Education Programs for DHA was renumbered and amended, as**  
54 **follows:**

55 (a) **Competencies.** To be approved by the Board, a continuing education program for a dental health  
56 aide must:  
57 (1) cover one or more of the course of study subjects or competencies listed in sections 2.30.100  
58 [PDHA I training & education requirements] through .610 [DHAT supervision & competencies]; ~~and~~  
59 (2) directly relate to the clinical practice of a dental health aide; and  
60 (3) be no less than 1 hour in length.

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1       **Section 3.10.300. Approved Continuing Education Programs for BHA/P was renumbered and amended, as**  
2 **follows:**

- 3  
4       **(a) Competencies.** To be approved by the Board, a continuing education program must:  
5           (1) contribute to the knowledge or skills described in section 2.40.500 [BHA/P knowledge, skills,  
6 and scope of practice] or expand on content or subject matter described in chapter 8 [BHA curricula] ~~and~~;  
7           (2) directly relate to the clinical practice of a behavioral health aide or practitioner, which shall  
8 include courses related to the effects of tobacco use and tobacco use assessment and treatment; and  
9           (3) be no less than 1 hour in length.

10  
11  
12 **January 11, 2013, one section was amended, as follows:**

13  
14       **Section 3.10.050. DHA Continuing Education Requirements was amended, as follows:**

- 15  
16       **(a) Unlapsed Certificate.**  
17           (1) An applicant for renewal of a certificate under article 30 of chapter 2 whose certificate has not  
18 lapsed must meet:  
19               (A) any specific recertification requirements set forth therein;  
20               (B) satisfactory performance under the direct supervision of a dentist, dental hygienist, or  
21 dental health aide therapist of a minimum of: ~~8 of each procedure for which the dental health aide is certified; and~~  
22               (i) 80 hours, demonstrating competence in each procedure for which the dental health  
23 aide is certified, or  
24               (ii) 8 of each procedure for which the dental health aide is certified; and  
25               (C) if the dental health aide has not completed the requirements for another level of  
26 certification or module during the concluding two-year certification period, satisfactory completion of 24 contact  
27 hours of continuing education approved by the Board on varied or updated topics.:  
28               (i) ~~24 contact hours of continuing education approved by the Board on varied or~~  
29 ~~updated topics;~~  
30               (ii) ~~an additional 24 hours of patient contact under direct supervision of a dentist, dental~~  
31 ~~hygienist, or dental health aide therapist; or~~  
32               (iii) ~~some combination of (i) and (ii) adding up to 24 hours.~~  
33           (2) If the direct supervision required under subsections (1)(B) or ~~(1)(C)(ii)~~ of this section is  
34 provided by anyone other than a dentist, the supervisor must have been authorized to supervise the preceptorship  
35 of the procedures being performed under the applicable provision of chapter 2, article 30 [Standards for Dental  
36 Health Aides].  
37  
38

39 **October 29, 2013, seven sections were amended, as follows:**

40  
41       **Section 1.20.010. Definitions (27) was amended, as follows:**

42  
43           (27) “eLearning” means formal instruction where students and instructors are separated by geography, time  
44 or both for the majority of the instructional period.

45  
46       **Section 2.30.260(b). Atraumatic Restorative Treatment (ART) Requirements was amended, as follows:**

- 47  
48       **(b) Dental Supervision.**  
49           (1) The dental health aide may perform ~~non-emergency~~ ART only after consultation with a  
50 dentist or dental health aide therapist (exception is the dental health aide hygienist who must be supervised by a  
51 dentist) who has reviewed appropriate dental records regarding the patient, which may include radiographs and  
52 intra-oral photographs, and  
53           (2) ART may be performed under this section by a dental health aide under the general  
54 supervision of a dentist or dental health aide therapist (exception is the dental health aide hygienist who must be  
55 supervised by a dentist) provided the dental health aide has met the requirements of all of the requirements of this  
56 section, including successful completion of the requirements of section 2.30.200(b) [PDHA II training & education  
57 requirements; (village-based dental practice course)].

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**Section 2.30.310(b)(2). Dental Health Aide Hygienist Supervision and Competencies was amended, as follows:**

(b) **Competencies.** In addition to demonstrating the competencies identified in section 2.30.110(b) [PDHA I supervision & competencies; competencies], 2.30.210(b) [PDHA II supervision & competencies; competencies], 2.30.220(d) [sealant requirements; competencies], 2.30.230(e) [dental prophylaxis requirements; competencies], 2.30.240(d) [dental radiology requirements; competencies], and after satisfying the requirements of 2.30.300 [DHAH training & education requirements], a certified dental health aide hygienist must successfully demonstrate and maintain satisfactory performance of the following skills:

- (1) removing calculus deposits, accretions and stains from the surfaces of teeth by scaling and polishing techniques;
- (2) non-surgical periodontal therapy root planing and periodontal soft tissue ~~curettae~~ curettage;

**Section 5.10.020. Training Facilities was amended, as follows:**

**Sec. 5.10.020. Training Facilities.** A CHA/P Training Center facility must provide classroom, or e-classroom and clinical environments that are conducive to a positive learning experience for faculty and community health aide trainees by ensuring that:

(1) ~~traditional classrooms have this should include~~ appropriate space and privacy. An environmental health review of the facility must be performed and on file. Specific consideration and evaluation in the areas of safety, adequacy of space, air quality, lighting, heating, and storage and disposal of hazardous waste must be documented.

(2) e-classrooms have appropriate policies on Internet safety and privacy, appropriate language, emergency procedures for Internet outages, and recommendations on lighting, noise, and an ergonomic environment.

**Section 5.10.025(a)(2). Training Staff was amended, as follows:**

(a) **Qualifications and Roles.**

(2) Instructor. CHA/P Training Center instructors must consist of a majority fulltime equivalent mid-level practitioner or physician instructors who are employees of the federal government or licensed by the State of Alaska. Additional instructors should be certified or licensed and have formal training in the knowledge and skills that they are teaching. All instructors will be monitored to assure compliance with the CHA/P Curriculum and competence in subject being taught. Instructors teaching CHA curriculum via eLearning must demonstrate competency in e-teaching by experience, completed coursework, or other approved measure.

**Section 5.10.045. Trainee Services was amended, as follows:**

(a) **Counseling and Health Services.** The CHA/P Training Center must have a system for onsite or online initial individual counseling for trainees, which may include assigning faculty members for this purpose. Referral for confidential counseling by mental health professionals must be available to trainees. A system to provide acute care and emergency health services must also be provided.

(b) **Academic Advising.** A CHA/P Training Center must provide an onsite or online system for trainee academic advising, documentation of formative and summative evaluations, and advising pertinent to the role of the community health aide and practitioner and certification.

(d) **Housing, Meals, and Transportation.** Housing, meals and transportation should be available, affordable, and conveniently located to face-to-face or traditional trainees.

(e) Internet Connectivity. ~~A workstation with Internet connectivity must be conveniently accessible as an alternate to an eLearning students' own Internet service.~~

**Section 5.10.050. Community Health Aide Curriculum and Teaching Guidelines was amended, as follows:**

(a) **Duration of Training and Attendance.** The length of Sessions I, II, III and IV training sessions ~~must meet the minimum standards delineated in the CHA/P Curriculum~~ are based on the competencies as stated in Sec. 2.20.110, CHA I; Sec. 2.20.210, CHA II; Sec. 2.20.310, CHA III; and Sec. 2.20.410, CHA IV. The CHA/P Training Center must establish and enforce an attendance policy, which assures that each training participant fully satisfies all conditions of the training.

(b) **Class Size.** The size of classes must allow for faculty/trainee ratios under section 5.10.050(c). [CHA/P Curriculum and teaching guidelines; faculty/trainee ratio], and otherwise be determined by the number of exam rooms available for clinical experience, the size of the classroom for onsite didactic instruction, course content, past trends identified in the particular class and the CHA/P Curriculum requirements for lab skills instruction.

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1           **d) Classroom and Clinical Instruction.** The intent in instruction for each session is to integrate the  
2 CHA/P Curriculum, the CHAM, and the training and skill of the community health aide/practitioner, with  
3 consideration to the “Role of the Community Health Aide/Practitioner.”

4           **(3)** The instructional materials for faculty must consist of the CHA/P Curriculum course  
5 objectives and lesson plans. Instructional materials must be updated every three years. Additionally, for eLearning  
6 classes externally linked content not created by the CHA/P instructor must be checked for accuracy prior to every  
7 session.

8           ~~**(4)** For each training session the percentage of classroom/clinical time must meet the requirements~~  
9 ~~of the CHA/P Curriculum. skills practice and clinical hours will meet the requirements of the CHA/P Curriculum.~~

10           ~~**(4)** Learning objectives and course expectations must be clearly defined for each trainee.~~

11  
12 **January 17, 2014, two sections were amended, as follows:**

13  
14           **Section 1.20.010. Definitions (4) was amended, as follows:**

15                           (4) “Behavioral health professional” means a person who

16   (A) has ~~a~~ at least a master’s degree in psychology, social work, counseling, marriage and  
17 family therapy, substance abuse or addiction, nursing with a psychiatric mental health specialty, or a related field;  
18 and  
19

20  
21           **Section 1.20.010. Definitions (6) was amended, as follows:**

22                           (6) “BHAM” means the Behavioral Health Aide Manual, ~~as revised,~~ or its successor if approved  
23 by this Board;

24  
25  
26           **Section 2.10.010(b)(2). Initial Qualifications was amended, as follows:**

27  
28                           **(b) Special Conditions**

29   (2) **Behavioral Health Aide’s or Practitioner’s Prior Practice.** A person who applies for  
30 certification as a behavioral health aide or behavioral health practitioner within 24 months after ~~June 18, 2008~~  
31 June 18, 2009 may be certified as a behavioral health aide or behavioral health practitioner without having met all  
32 of the applicable requirements of section 2.40.100 [BHA I training, practicum, and experience requirements],  
33 2.40.200 [BHA II training, practicum, and experience requirements], 2.40.300 [BHA III training, practicum, and  
34 experience requirements], or 2.40.400 [BHP training, practicum, and experience requirements], provided the  
35 applicant provides evidence satisfactory to the Board that he or she  
36

37 **May 15, 2014, twelve sections were amended, as follows:**

38  
39           **Section 2.30.240(c). Dental Radiology Requirements was amended, as follows:**

40                           **(c) Training, Education and Preceptorship.** The dental health aide must have satisfactorily  
41 completed one of the following:

42   (1) (A) a Board approved course in dental radiology that satisfies the requirements of section  
43 7.20.120 [dental radiology];

44   (B) a course in dental radiology offered by an accredited school of higher education;

45   (C) a course in dental radiology offered or approved by IHS, including “Basic Radiology  
46 for Dental Staff”; or

47   (D) satisfactory performance in exposing and developing a minimum of 75 dental  
48 radiographs under the direct supervision of a dentist, ~~or dental health aide therapist,~~ dental health aide hygienist, or  
49 dental hygienist including:

50   (i) a minimum of 10 sets of bitewing radiographs, provided that a minimum of 5  
51 sets of the bitewings must be on children under 7 years of age, and

52   (ii) a minimum of 20 periapicals and 3 occulsals.

53   (2) If in the course under (1)(A) through (C) the dental health aide did not satisfactorily expose  
54 radiographs on at least 10 patients, then after the completion of the course, the dental health aide must complete,  
55 under direct supervision of a dentist ~~or dental health aide therapist,~~ dental health aide hygienist, or dental hygienist  
56 enough additional radiographs to have satisfactorily completed exposures on no less than 10 patients.  
57

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**Section 2.30.300. Dental Health Aide Hygienist Training and Education was amended, as follows:**

**Sec. 2.30.300. Dental Health Aide Hygienist Training, Education, and Licensure Requirements.** A person meets the training, education, and licensure requirements to be a certified dental health aide hygienist upon successful completion of

(a) all requirements under sections 2.30.100(a)(1) [PDHA I training & education requirements; training (pre-session)] and (4) [PDHA I training & education requirements; training; (BLS)];

(b) (1) an accredited school of dental hygiene or

(2) a dental hygiene training and education program approved by the Board; and

(c) if not covered in the training under (b)(1) or (2) of this section or if the training has not been kept up-to-date through practice or continuing education, a course in local anesthetic that is:

(3) approved by the Board that satisfies the requirements of section 7.20.400 [local anesthetic administration];

(4) offered by an accredited school of higher education; or

(5) offered or approved by IHS; and

(d) is licensed as a dental hygienist in Alaska under AS 08.32.10 or a dental hygienist in the employ of the federal government in the discharge of official duties who is a dental hygienist licensed in one of the states or territories of the United States.

**Section 2.40.010. Supervision of Behavioral Health Aides and Behavioral Health Practitioners was amended, as follows:**

(a) Clinical Oversight.

(1) **Program Responsibility.** A behavioral health aide or practitioner may only practice in a program in which clinical oversight of the behavioral health program is provided and responsibility is taken by a licensed behavioral health clinician who This person must be:

(A) familiar with the BHA/P program, the Standards and the BHAM; and

(B) employed by the federal government or employed by or under contract with a tribal health program operating a community health aide program in Alaska under the ISDEAA.

**Section 2.40.300. Behavioral Health Aide III Training, Practicum, and Experience Requirements:**

(b) Behavioral Health Aide III Specialized Training Program. The behavioral health aide III specialized training program is comprised of Board approved courses, or their equivalent, that satisfy the requirements of sections:

(1) 8.20.325 [treatment of co-occurring disorders];

(2) 8.20.335 [advanced behavioral health clinical care];

(3) 8.20.340 [documentation and quality assurance];

(4) 8.20.345 [introduction to case management supervision];

(5) 8.20.350 [applied case studies in Alaska Native culture based issues];

(6) 8.20.370 [behavioral health clinical team building]; ~~and~~

(7) 8.20.385 [introduction to supervision]; and

(8) 8.20.390 [child development].

**Section 8.20.140. Introduction to Documentation.** This course, which shall be 12 contact hours, will provide

(a) foundational information regarding

(1) the establishment and maintenance of a quality client record, including the essential components of clinical/counseling records, including assessments, treatment plans, progress notes, discharge summaries, and authorizations for disclosure;

(2) the purpose and elements of case narrative recording, including using data, assessment, and plan (“DAP”); subjective, objective, assessment and plan (“SOAP”); and other formats for case narrative recording;

(b) an introduction to

(1) the use of standardized information management systems and screening tools widely used by Alaska behavioral health programs;

(2) using criteria contained in the Diagnostic and Statistical Manual and American Society of Addiction Medicine (“ASAM”) Patient Placement Criteria (“PCC”) to standardize documentation in relation to treatment and service planning (problem list, goals, objectives, and interventions);

(3) documentation requirements specific to prevalent payers and accrediting bodies, such as Medicaid, Medicare, Commission on the Accreditation of Rehabilitation Facilities (“CARF”), and The Joint Commission; and

(4) special documentation issues arising

(A) in family and group counseling;

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1 (B) when recording information subject to special confidentiality conditions, such as  
2 information about infectious diseases; and

3 (5) administrative record keeping; and  
4 ~~(4)~~(c) applied exercises in which trainees practice documenting client related work and consider the  
5 effect of confidentiality rules on the application of documentation requirements.  
6

7 **Section 8.20.150. Working with Diverse Populations was amended, as follows:**  
8

9 **Sec. 8.20.150. Working with Diverse Populations:** This course, which shall be 12 contact hours, will  
10 provide

- 11 (1) foundational and practice information regarding working with clients of different ethnic or  
12 racial heritage, age, gender, ~~life-style~~ lifestyle, sexual orientation, spirituality, and socioeconomic status;  
13 (2) an introduction to beliefs, attitudes, knowledge and skills generally maintained by an effective  
14 multi-culturally aware counselor;  
15 (3) applied exercises to develop skills associated with respectfully assessing client needs;  
16 (4) strategies for working in Alaska Native community with other prominent minority/cultural  
17 groups in rural Alaska; and  
18 (5) information regarding the implications of personal and cultural historical trauma.  
19

20 **Section 8.20.335. Advanced Behavioral Health Clinical Care was amended, as follows:**  
21

22 **Sec. 8.20.335. Advanced Behavioral Health Clinical Care:** This course, which shall be ~~40~~ 20 contact  
23 hours, will provide, in a seminar format, an opportunity for trainees to

- 24 (1) analyze and discuss the philosophical and practice basis of the major counseling theories (e.g.  
25 psychoanalytic, Adlerian, existential, person-centered, gestalt, transactional, behavioral, rational-emotive, and  
26 other cognitive-behavioral) in behavioral health;  
27 (2) present approaches having value and application within village-based behavioral health  
28 services targeting individuals affected by multiple disorders; and  
29 (3) participate in exercises to support applied use of “Best Practice” models.  
30

31 **Section 8.20.340. Documentation and Quality Assurance Care was amended, as follows:**  
32

33 **Sec. 8.20.340. Documentation and Quality Assurance.** This course, which shall be 16 contact hours,  
34 will provide

- 35 (1) advanced information regarding clinical/counseling records;  
36 (2) an introduction to quality assurance and how to evaluate:  
37 (A) the quality of clinical record documentation;  
38 (B) documentation to determine compliance with payer requirements and grant conditions,  
39 including how to conduct chart audits and compile information necessary to respond to external reviews and  
40 audits;  
41 ~~(2)~~(3) applied exercises in evaluating record documentation and potential remediation ~~50~~ for  
42 record deficits.  
43

44 **Section 8.20.385. Introduction to Supervision was amended, as follows:**  
45

46 **Sec. 8.20.385. Introduction to Supervision.** This course, which shall be 8 contact hours, will provide

- 47 (1) introduction to philosophy and practical application of functions of ~~45~~ supervision, including  
48 coach/mentor, tutor/teacher, consultant, role model, evaluator, and administrator;  
49 (2) guidance in developing a vision for supervisory relationships and defining expectations;  
50 (3) skill development in nurturing counselor development, promoting development of skills and  
51 competencies, and achieving accountability;  
52 (4) introduction to ethics of supervision; ~~6t0~~  
53 (5) introduction to administrative requirements and related supervision; and  
54 ~~(5)~~(6) guidance in managing conflicting functions expected of supervisors; and  
55 ~~(6)~~ (7) application exercises to assist trainees to practice various functions of supervision and begin  
56 developing their own supervisory approaches.  
57

58 **Section 8.20.400. Introduction to Supervision was amended, as follows:**  
59

60 **Sec. 8.20.400. Issues in Village-Based Behavioral Health.** This course, which shall be ~~40~~ 20 contact  
61 hours and be conducted in a seminar format, will require participants to

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- 1 (1) analyze and discuss contemporary problems and issues associated with providing village-  
2 based behavioral health services, including emerging clinical issues, funding, billable services, staffing levels,  
3 manpower development, etc.;
- 4 (2) present and evaluate the effectiveness of individual and community intervention models in  
5 village-based behavioral health services; and
- 6 (3) analyze how to address practice challenges in a village-based setting,  
7

8 **Section 8.20.425. Special Issues in Behavioral Health Services was amended, as follows:**  
9

10 **Sec. 8.20.425. Special Issues in Behavioral Health Services.** This course, which shall be 16 contact  
11 hours, will provide an opportunity for trainees to

- 12 (a) analyze and discuss the specialized evaluation, services, treatment, and case management needs of  
13 individuals affected by
- 14 (1) experiences such as
- 15 (A) child abuse, domestic violence, elder abuse, sexual assault, or other violence, and  
16 (B) alcohol related brain disorder and traumatic brain injury,  
17 (C) disasters, fires, and other traumatic events; and
- 18 (2) conditions such as
- 19 (A) fetal alcohol spectrum disorder (FASD);  
20 (B) attention deficit disorder (ADD) and attention deficit hyperactivity disorder (ADHD),  
21 (C) developmental disabilities,  
22 (D) tobacco dependency, especially in patients with medical conditions, such as periodontal  
23 disease, pregnancy, diabetes, cardiovascular disease, and lung disease that are affected by tobacco use;  
24 (E) other health conditions that affect behavior or adjustment; and
- 25 (3) ~~(2)~~ participate in the development of specialized service planning to address the needs of  
26 clients with these clinical issues.  
27

28 **June 12, 2014, ten sections were amended, as follows:**  
29

30 **Section 2.40.100(b)(c)(d). Behavioral Health Aide I Training, Practicum, and Experience Requirements were**  
31 **amended, as follows:**  
32

33 (b) **Behavioral Health Aide I Alternative Training.**

34 (1) **Minimum Required Content.** In lieu of completing one or more of the specialized training  
35 courses ~~program~~ described in subsection (a) [BHA I specialized training program], a person may satisfy the course  
36 ~~training~~ requirements for certification as a behavioral health aide I by successfully completing one of the courses  
37 of study determined by the Board under Sec. 8.20.010 [equivalent courses] to be equivalent to those required  
38 under subsection (a) [BHA I specialized training]. ~~identified in paragraph (2) [alternate courses of study] of this~~  
39 ~~subsection, provided:~~

40 (A) ~~such course of study must have included content equivalent to that described in~~  
41 ~~subsection (a) [specialized BHA I training program] or~~

42 (B) ~~to the extent it did not, the person successfully completed those courses listed in~~  
43 ~~subsection (a)(1) as necessary to fill any gaps.~~

44 ~~(2) **Alternate Courses of Study.** Alternate courses of study are:~~

45 (A) ~~the Regional Alcohol and Drug Abuse Counselor Training (RADACT) resulting in~~  
46 ~~Counselor Technician certification from the Alaska Commission for Behavioral Health Certification (ACBHC);~~

47 (B) ~~the University of Alaska Rural Human Services Behavioral Health program resulting~~  
48 ~~in an Occupational Endorsement;~~

49 (A)(C) ~~those from an accredited college or university resulting in an associate, bachelor or~~  
50 ~~master of arts, science or social work degree with a major in human services, addictions and chemical dependency,~~  
51 ~~behavioral health, psychology, social work, counseling, marriage and family therapy, or nursing with a behavioral~~  
52 ~~health specialty; or a related field; or~~

53 (B)(D) ~~one determined by the Board to be equivalent to that required under subsection (a)~~  
54 ~~[BHA I specialized training] or (b)(2)(A) through (B) (C) of this section.~~

55 (c) **Behavioral Health Aide I Practicum.** After completion of the training listed in subsection (a)  
56 [BHA I specialized training program] or (b) [BHA I alternative training] of this section, the applicant must  
57 additionally complete a 100 hour clinical practicum under the direct supervision of a licensed behavioral health  
58 clinician or behavioral health professional. The applicant must satisfactorily perform each of the following: fewer  
59 than:

- 60 (1) no fewer than 25 ~~35~~ hours of providing initial intake and client orientation to services  
61 including screening and initial intake, ~~paperwork~~ with appropriate case documentation;

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- 1                   (2) no fewer than 25 ~~30~~ hours of providing case management and referral with appropriate case  
2 documentation; ~~and~~  
3                   (3) no fewer than 35 hours of providing village-based community education, prevention, and early  
4 intervention services with appropriate case documentation; ~~and~~  
5                   (4) the balance of the hours must be related to practicum components listed in subsections (c)(1)  
6 through (c)(3) of this section.

7                   **(d) Behavioral Health Aide I Work Experience.**

8                   **(1) Minimum Experience.** Prior to being certified as a behavioral health aide I, a person, who  
9 seeks certification based on training or education described in subsections (a) [BHA I specialized training] or (b)  
10 [BHA I alternative training] ~~(b)(2) [alternate courses of study]~~; must have provided village-based behavioral health  
11 services for no fewer than 1,000 hours under the direct supervision of a licensed behavioral health clinician or  
12 behavioral health professional.

13                   **(2) Exceptions and Substitutions.** An applicant who demonstrates that he or she satisfies the  
14 applicable requirements of section 2.40.500 [BHA/P knowledge, skills, and scope of practice] and has the capacity  
15 to provide culturally appropriate services in a village setting may substitute experience, or be exempted from the  
16 experience requirement, as provided in subparagraphs (A) ~~through (C)~~ and (B) of this paragraph.

17                   ~~(A) — An applicant who seeks certification as a behavioral health aide I based on education~~  
18 ~~described in subsection (b)(2)(C) [associate degree] need not have work experience prior to being certified.~~

19                   ~~(B) (A) An applicant with experience providing behavioral health services other than that~~  
20 ~~described in subsection (d)(1) [minimum experience] or who has education and training beyond that required for~~  
21 ~~this level of certification may substitute such training and education.~~

22                   ~~(C) (B) Relevant practice experience acquired while obtaining the education or training~~  
23 ~~required under subsection (a) [BHA I specialized training] or (b) [BHA I alternative training] subsection (b)(2)~~  
24 ~~[alternate courses of study] may be relied upon to satisfy the requirement under subsection (d)(1) [minimum~~  
25 ~~experience] on an hour for hour basis.~~

26  
27 **Section 2.40.200(c)(d)(e). Behavioral Health Aide II Training, Practicum, and Experience Requirements were**  
28 **amended, as follows:**

29  
30                   **(c) Behavioral Health Aide II Alternative Training.**

31                   **(1) Required Content.** In lieu of completing one or more of the specialized training courses  
32 ~~program~~ described in subsection (b) [BHA II specialized training program], a person may satisfy the course  
33 ~~training~~ requirements for certification as a behavioral health aide II by successfully completing one of the courses  
34 of study determined by the Board under Sec. 8.20.010 [equivalent courses] to be equivalent to those required  
35 under subsection (b) [BHA II specialized training].

36  
37                   ~~(2) — Alternate Courses of Study. Alternate courses of study are:~~

38                   ~~(A) — the University of Alaska Rural Human Services program resulting in a Behavioral~~  
39 ~~Health Certificate;~~

40                   ~~(B) — those from an accredited college or university resulting in an associate of 33 arts or~~  
41 ~~sciences with a major in human services, addictions and chemical dependency, behavioral health, psychology,~~  
42 ~~social work, counseling, marriage and family therapy, or nursing with a behavioral health specialty; or a related~~  
43 ~~field;~~

44                   ~~(C) — at an accredited university resulting in a bachelor or master of arts, science or social~~  
45 ~~work degree with a major in one of the courses of study listed in subparagraph (2)(B) of this paragraph; or~~

46                   ~~(D) — one determined by the Board to be equivalent to that required under subsection (b)~~  
47 ~~[BHA II specialized training] or (c)(2)(A) through (C) of this section.~~

48  
49                   **(d) Behavioral Health Aide II Practicum.** After completion of subsection (a) [prerequisites] and  
50 completion of the training listed in subsection (b) [BHA II specialized training program] or (c) [BHA II alternative  
51 training] of this section, the applicant must additionally complete a 100 hour clinical practicum under the direct  
52 supervision of a licensed behavioral health clinician or behavioral health professional. The applicant must  
53 satisfactorily perform each of the following:

54                   (1) no fewer than 35 hours of providing client ~~clinical evaluation~~ substance use assessment and  
55 treatment planning using the Diagnostic and Statistical Manual and American Society of Addiction Medicine  
56 patient placement criteria with appropriate case documentation;

57                   (2) no fewer than 30 hours of providing ~~treatment planning and client~~ rehabilitative services (e.g.,  
58 comprehensive community support services or therapeutic behavioral health service) ~~case management~~ with  
59 appropriate case documentation; ~~and~~

60                   (3) no fewer than 25 ~~35~~ hours of providing community readiness evaluation and prevention plan  
61 development with appropriate case documentation; ~~and~~



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1                   (4) the balance of the hours must be related to practicum components listed in subsections (d)(1)  
2 through (d)(3) of this section.

3  
4           **(e) Behavioral Health Aide II Work Experience.**

5           **(1) Minimum Experience.** Except as provided in paragraph (2) [exceptions and substitutions] of  
6 this subsection, prior to being certified as a behavioral health aide II, a person, who seeks certification based on  
7 training or education described in subsections (b) [BHA II specialized training] or (c) [alternative training] ~~(2)~~  
8 ~~[alternate courses of study]~~, must have provided village-based behavioral health services for no fewer than 2,000  
9 hours under the direct or indirect (as applicable) supervision of a licensed behavioral health clinician or behavioral  
10 health professional.

11           **(2) Exceptions and Substitutions.** An applicant who demonstrates that he or she satisfies the  
12 applicable requirements of section 2.40.500 [BHA/P knowledge, skills, & scope of practice] and has the capacity  
13 to provide culturally appropriate services in a village setting may substitute experience, or be exempted from the  
14 experience requirement, as provided in subparagraphs (A) ~~through (D)~~ and (B) of this paragraph.

15           ~~(A) — An applicant who seeks certification as a behavioral health aide II based on education~~  
16 ~~described in subsection (e)(2)(C) [bachelors degree] need not have work experience prior to being certified.~~

17           ~~(B) — An applicant who seeks certification as a behavioral health aide II based on education~~  
18 ~~described in subsection (e)(2)(A) [RHS behavioral health certificate] or (B) [associates degree] needs to have only~~  
19 ~~4000 hours of experience.~~

20           ~~(C)~~ (A) An applicant with experience providing behavioral health services other than that  
21 described in subsection (e)(1) [minimum experience] or who has education and training beyond that required for  
22 this level of certification may substitute such training and education.

23           ~~(D)~~ (B) Relevant practice experience acquired while obtaining the education or training  
24 required under subsections (b) [BHA II specialized training] or (c) [alternative training] ~~[alternate courses of~~  
25 ~~study]~~ and in meeting the experience requirements for certification as a behavioral health aide I may be relied  
26 upon to satisfy the experience requirement under subsection (e)(1) [minimum experience] on an hour for hour  
27 basis.

28  
29 **Section 2.40.300(b)(c)(d) and (e). Behavioral Health Aide III Training, Practicum, and Experience Requirements**  
30 **were amended, as follows:**

31  
32           **(b) Behavioral Health Aide III Specialized Training Program.** The behavioral health aide III  
33 specialized training program is comprised of Board approved courses, or their equivalent, that satisfy the  
34 requirements of sections

- 35                   (1) 8.20.325 [treatment of co-occurring disorders],  
36                   (2) 8.20.335 [advanced behavioral health clinical care],  
37                   (3) 8.20.340 [documentation and quality assurance],  
38                   (4) 8.20.345 [introduction to case management supervision],  
39                   (5) 8.20.350 [applied case studies in Alaska Native culture based issues],  
40                   (6) 8.20.370 [behavioral health clinical team building], and  
41                   (7) 8.20.385 [introduction to supervision], and  
42                   (8) 8.20.390 [child development].

43  
44           **(c) Behavioral Health Aide III Alternative Training:**

45           **(1) Required Content.** In lieu of completing the specialized training courses ~~requirements~~  
46 described in subsection (b) [BHA III specialized training program], a person may satisfy the course ~~training~~  
47 requirements for certification as a behavioral health aide III by successfully completing ~~one of the~~ courses of study  
48 determined by the Board under Sec. 8.20.010 [equivalent courses] to be equivalent to ~~those~~ required under  
49 subsection (b) [BHA III specialized training]. ~~identified in paragraph (2) [alternate courses of study] of this~~  
50 ~~subsection, provided~~

51                   (A) such course of study must have included the content equivalent to that described in  
52 subsection (b) [BHA III specialized training program], or

53                   (B) to the extent it did not, the person successfully completed the courses listed in  
54 subsection (b) as necessary to fill any gaps.

55  
56           **(2) — Alternate Courses of Study.** Alternate courses of study are

57                   ~~(A) those from an accredited college or university resulting in an associate of arts or~~  
58 ~~sciences with a major in human services, addictions and chemical dependency, behavioral health, psychology,~~  
59 ~~social work, counseling, marriage and family therapy, or nursing with a behavioral health specialty; or a related~~  
60 ~~field;~~

61                   ~~(B) those at an accredited university resulting in a bachelor of arts, science or social work~~  
62 ~~degree with a major in one of the courses of study listed in subparagraph (2)(A) of this paragraph;~~

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1 (C) those at an accredited university resulting in a master of arts, science or social work  
2 degree with a major in one of the courses of study listed in paragraph (2)(A) of this paragraph; or  
3 (D) one determined by the Board to be equivalent to that required under subsection (b)  
4 [BHA III specialized training] or (c)(2)(A) through (C) of this section.  
5

6 (d) **Behavioral Health Aide III Practicum:** After meeting the requirements of subsection (a)  
7 [prerequisites] and completion of the training listed in subsection (b)[BHA III specialized training] or (c) [BHA III  
8 alternative training] of this section, the applicant must additionally complete a 100 hour clinical practicum under  
9 the direct supervision of a licensed behavioral health clinician or behavioral health professional. The applicant  
10 must satisfactorily perform each of the following components: under the direct supervision of a licensed  
11 behavioral health clinician or behavioral health professional, the applicant satisfactorily completes a Board  
12 approved 100-hour clinical practicum, which must include satisfactory performance of each of the following  
13 components of no fewer than:

14 (1) no fewer than 45 60 hours of providing behavioral health clinical ~~evaluation~~ assessment ,  
15 treatment planning, and ~~rehabilitative services case management~~ for clients with ~~special treatment~~ issues related to  
16 domestic violence, sexual assault and alcohol related brain damage (ARBD) or traumatic brain injury (TBI) co-  
17 occurring disorders;

18 (2) no fewer than 20 hours of providing quality assurance case review with documentation of  
19 review activity; and;

20 (3) no fewer than 20 hours of providing clinical team leadership by leading clinical team case  
21 reviews; and

22 (4) the balance of the hours must be related to practicum components listed in subsections (d)(1)  
23 through (d)(3) of this section.  
24

25 (e) **Behavioral Health Aide III Work Experience:**

26 (1) **Minimum Experience.** Except as provided in paragraph (2) [exceptions and substitutions] of  
27 this subsection, prior to being certified as a behavioral health aide III, a person, who seeks certification based on  
28 training or education described in subsections (b) [BHA III specialized training] (c)(2) [~~alternative training~~  
29 ~~alternate degree program~~], must have provided village-based behavioral health services for no fewer than 4,000  
30 hours under the direct or indirect supervision (as applicable) of a licensed behavioral health clinician or behavioral  
31 health professional.

32 (2) **Exceptions and Substitutions.** An applicant who demonstrates that he or she satisfies the  
33 applicable requirements of section 2.40.500 [BHA/P knowledge, skills, and scope of practice] and has the capacity  
34 to provide culturally appropriate services in a village setting may substitute experience, or be exempted from the  
35 experience requirement, as provided in subparagraphs (A) ~~through (E)~~ and (B) of this paragraph.

36 (A) ~~An applicant who seeks certification as a behavioral health aide III based on education~~  
37 ~~described in subsection (c)(2)(C) [masters degree] need not have work experience prior to being certified.~~

38 (B) ~~An applicant who seeks certification as a behavioral health aide III based on education~~  
39 ~~described in subsection (c)(2)(B) [bachelors degree] needs to have only 500 hours of experience.~~

40 (C) ~~An applicant who seeks certification as a behavioral health aide III based on education~~  
41 ~~described in subsection (c)(2)(A) [associates degree] needs to have only 2000 hours of experience.~~

42 (D) ~~(A)~~ An applicant with experience providing behavioral health services other than that  
43 described in subsection (e)(d)(1) [minimum experience] or who has education and training beyond that required  
44 for this level of certification may substitute such training and education.

45 (E) ~~(B)~~ Relevant practice experience acquired while obtaining the education or training  
46 required under subsection (b) [BHA III specialized training] or (c) [~~alternative training alternate degree program~~]  
47 and in meeting the experience requirements for certification as a behavioral health aide I and II may be relied upon  
48 to satisfy the experience requirement under subsection (e)(1) [minimum experience] on an hour for hour basis.  
49

50 **Section 2.40.400(b)(c)(d) and (e) Behavioral Health Practitioner Specialized Training Program were amended, as**  
51 **follows:** The behavioral health practitioner specialized training program is comprised of Board approved courses, or  
52 their equivalent, that satisfy the requirements of sections:

- 53 (1) 8.20.400 [issues in village-based behavioral health care];
- 54 (2) 8.20.425 [special issues in behavioral health services];
- 55 (3) 8.20.485 [competencies for village-based supervision], ~~and~~
- 56 (4) 8.20.490 [principles and practice of clinical supervision]; ~~and~~
- 57 (5) 8.20.495 [child-centered interventions].

58 (c) **Behavioral Health Practitioner Alternative Training:**

59 (1) **Required Content.** In lieu of completing one or more of the specialized training courses  
60 described in the requirements under subsection (b) [BHP specialized training program], a person may satisfy the

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1 ~~course training~~ requirements for certification as a behavioral health practitioner by successfully completing ~~one of~~  
2 ~~the~~ courses of study determined by the Board under sec. 8.20.010 [equivalent courses] to be equivalent to those  
3 required under subsection (b) [BHP specialized training] ~~identified in paragraph (2) [alternate courses of study]~~ of  
4 this subsection, provided  
5

6 **(d) Behavioral Health Practitioner Practicum:** After meeting the requirements of subsection (a)  
7 [prerequisites] and completion of the training listed in subsection (b) [BHP specialized training] or (c) [BHP  
8 alternative training] of this section, the applicant must additionally complete a 100 hour clinical practicum under  
9 the direct supervision of a licensed behavioral health clinician or behavioral health professional. The individual  
10 must satisfactorily perform each of the following: ~~The applicant must satisfactorily complete a Board approved~~  
11 ~~100 hour clinical practicum, which must include satisfactory performance of each of the following components:~~

12 (1) no fewer than 60 45 hours engaging, mentoring, and supporting, as well as participating in  
13 supervision and evaluation of a behavioral health aide I, II, and III based on the understanding of the supervisee's  
14 level of knowledge and skills, professional goals, and behavior; ~~on knowledge and skills on the of providing~~  
15 ~~behavioral health clinical supervision mentorship and support, training and professional development, subject to~~  
16 ~~applicable restrictions;~~

17 (2) no fewer than 40 25 hours of providing clinical team leadership by leading clinical team case  
18 reviews; and

19 (3) the balance of the hours must be related to practicum components listed in subsections (d)(1)  
20 and (d)(2) of this section.

21 **(e) Behavioral Health Practitioner Work Experience:**

22 **(1) Minimum Experience.** Except as provided in paragraph (2) [exceptions and substitutions] of  
23 this subsection, prior to being certified as a behavioral health aide practitioner, a person, who seeks certification  
24 based on training or education described in subsections (b) [BHP specialized training] or (c) ~~(2)~~ ~~[BHP alternative~~  
25 ~~training alternate degree program]~~, must have provided village-based behavioral health services for no fewer than  
26 6,000 hours under the direct or indirect (as applicable) supervision of a licensed behavioral health clinician or  
27 behavioral health professional.

28 **(2) Exceptions and Substitutions.** An applicant who demonstrates that he or she satisfies the  
29 applicable requirements of section 2.40.500 [BHA/P knowledge, skills, and scope of practice] and has the capacity  
30 to provide culturally appropriate services in a village setting may substitute experience, or be exempted from the  
31 experience requirement, as provided in subparagraphs (A) ~~through (E)~~ and (B) of this paragraph.

32 ~~(A) An applicant who seeks certification as a behavioral health practitioner based on~~  
33 ~~education described in subsection (e)(2)(C) [masters degree] need not have work experience prior to being~~  
34 ~~certified.~~

35 ~~(B) An applicant who seeks certification as a behavioral health practitioner based on~~  
36 ~~education described in subsection (e)(2)(B) [bachelors degree] needs to have only 1000 23 hours of experience.~~

37 ~~(C) An applicant who seeks certification as a behavioral health practitioner based on~~  
38 ~~education described in subsection (e)(2)(A) [associates degree] needs to have only 4000 hours of experience.~~

39 ~~(D)~~ (A) An applicant with experience providing behavioral health services other than that  
40 described in subsection (e)(1) [minimum experience] or who has education and training beyond that required for  
41 this level of certification may substitute such training and education.

42 ~~(E)~~ (B) Relevant practice experience acquired while obtaining the education or training  
43 required under subsection (b) [BHP specialized training] or (c) [BHP alternative training alternate degree program]  
44 and in meeting the experience requirements for certification as a behavioral health aide I, II and III may be relied  
45 upon to satisfy the experience requirement under subsection (e)(1) [minimum experience] on an hour for hour  
46 basis.  
47

48 **Section 3.10.070. BHA/P Continuing Education Requirements, was amended, as follows:**

49  
50 **(a) Unlapsed Certificate.** A behavioral health aide or practitioner whose certification has not lapsed  
51 who is an applicant for renewal of a certificate under article 40 [standards for BHA/Ps] of chapter 2 [certification  
52 of CHAs, CHPs, DHAs, BHAs, and BHPs]:

53 (1) (A) as a behavioral health aide who has not completed the requirements for the next level  
54 of certification prior to the deadline for recertification; or

55 (B) as a behavioral health practitioner;

56 (2) must provide evidence satisfactory to the Board that he or she has completed a minimum of  
57 40 contact hours of continuing education approved by the Board on varied or updated topics during the concluding  
58 two-year certification period, provided that:

59 (A) no fewer than 4 of the required contact hours must be regarding ethics and consent;

60 (B) no fewer than 4 of the required contact hours must be regarding confidentiality and

61 privacy; and

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- 1 (C) no fewer than 4 of the required contact hours must be regarding cross cultural  
2 communication and understanding and working with diverse populations; cross cultural communication and  
3 understanding; sensitivities to topics of diversity or diverse cultures, including but not limited to:  
4 (1) various ethnicities or cultural heritages, age groups, genders, lifestyles, family dynamics,  
5 or socioeconomic statuses, or diagnostic categories; or  
6 (2) effective strategies for working with diverse populations, conducting self-assessments  
7 and navigating value differences, developing cultural awareness and an understanding of its' potential influence  
8 on a person's behavioral health; and  
9 (D) the balance of the hours must be related to the knowledge and skills identified or related to  
10 those described in section 2.40.500 [BHA/P knowledge, skills, and scope of practice]; and  
11 (E) a minimum of 20 CEUs attended via face-to-face instruction.  
12

13 **Section 8.10.030. BHA/P Training Administration and Records was amended, as follows:**

14  
15 (a) **Commitment of Administration.** The sponsor of Board approved behavioral health aide training  
16 programs under sections 2.40.100(a) [BHA I training, practicum, & experience requirements; specialized training  
17 program], 2.40.200(b) [BHA II training, practicum, & experience requirements; specialized training program],  
18 2.40.300(b) [BHA III training, practicum, & experience; specialized training program], and 2.40.400(b) [BHP  
19 training, practicum, & experience requirements; specialized training program] must document ~~have an agreement~~  
20 ~~with the Alaska Behavioral Health Support Center, operated by the Alaska Native Tribal Health Consortium,~~  
21 ~~under which the Support Center will document on-going support of staffing positions and program needs and~~  
22 ~~accept and retain records regarding training and continuing education carried out by the behavioral health aide~~  
23 ~~training program.~~

24 (b) **Secretarial Support.** A behavioral health aide or practitioner training program should have  
25 administrative and secretarial support sufficient to assure timely and smooth functioning of the program and  
26 transmittal of records to the Certification Board, as required.

27 (c) **BHA/P Training Program Files.**

28 (1) A behavioral health aide or practitioner training program must have on file for review, ~~or~~  
29 ~~transmit to the Support Center for retention;~~ training outlines, learning objectives, lesson plans, session quizzes  
30 and exams, behavioral health aide or practitioner evaluation records, application forms, student training files,  
31 quality assurance/continuous quality improvement files and a training plan for employees.

32 (2) ~~A behavioral health aide or practitioner training program must promptly after the~~  
33 ~~conclusion of each training session, course or continuing education program transmit to Support Center a list of~~  
34 ~~each student who attended the program with information about whether the student completed the course and an~~  
35 ~~evaluation of the student's performance.~~  
36

37 **Section 8.20.010. Equivalent Courses, was amended as follows:**

38  
39 **Sec. 8.20.010. Equivalent Courses.** The Behavioral Health Academic Review Committee shall maintain  
40 and provide to the Board a list of courses ~~offered by publically funded universities in Alaska~~ that the Behavioral  
41 Health Academic Review Committee has determined to contain course content equivalent to that required under  
42 this Article 20 [BHA curricula]. Applicants who have satisfactorily completed such courses shall be deemed to  
43 have met the applicable curricula requirements.  
44

45 **Section 8.20.050. General Orientation was amended, as follows:**

46  
47 (a) **Minimum Hours.** This course shall be no fewer than 28 contact hours which must include 4  
48 contact hours regarding communication skills identified in section 8.20.050(c) and may be provided as an in-  
49 service training program by the employer.

50 (b) **Content.** This course shall provide an introduction to

- 51 (1) the Alaska Tribal Health System;  
52 (2) the history, statutory authority for, and current status of the Community Health Aide  
53 Program;  
54 (3) community health aide program certification and the Community Health Aide Program  
55 Certification Board;  
56 (4) ~~the Alaska Community Health Aide/Practitioner Manual and the Behavioral Health Aide~~  
57 ~~Manual its use and their uses;~~  
58 (5) the dental health aide component of the community health aide program;  
59 (6) the behavioral health care system in Alaska and how individuals may access it; and  
60 (7) how the Alaska Tribal Health System is structured and the relationship of behavioral health  
61 within the care system, including individual regional differences, as appropriate.

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1 **Grammar and Formatting Edits for June 12, 2014**

2  
3 **Section 8.20.390. Child Development was amended, as follows.** This course, which shall be 20 contact hours, will

- 4 (a) foundational information regarding
- 5 (1) developmental needs of youth ages in utero/birth to 17;
- 6 (2) overview of threats to development, including
- 7 (A) domestic violence, lack of social/family connection, neglect, and related biological,
- 8 emotional and psychological distress; and
- 9 (B) role of parenting and social supports;
- 10 (3) cultural influences of development;
- 11 (4) adaptive and maladaptive behavior;
- 12 (5) issues of development related to exposure to alcohol and other substances in utero to age 3;
- 13 and
- 14 (6) the impact of trauma on child development, including
- 15 (A) hyper and hypo physiological responses manifested in maladaptive behaviors,
- 16 traumatic brain injury (TBI) and fetal alcohol spectrum disorder (FASD);
- 17 (B) preverbal versus verbal trauma and expression;
- 18 (C) brain and nervous system functioning; and
- 19 (D) social functioning

20  
21 **Section 8.20.495. Child-centered Interventions.** This course, which shall be 20 contact hours, will provide

- 22 (a) foundational information regarding
- 23 (1) common legal and ethical issues of counseling children and adolescents in school and
- 24 community settings, including
- 25 (A) children in state custody under the Indian Child Welfare Act or by the Office of Children
- 26 Services, and
- 27 (B) children of divorced parents;
- 28 (2) special documentation issues for
- 29 (A) group counseling sessions;
- 30 (B) family counseling sessions; and
- 31 (C) individualized educational plan (IEP) consultations;
- 32 (3) special populations:
- 33 (A) counseling children and adolescents with special needs; and
- 34 (B) treating children with FASDs including the waiver process, resources for parents, and
- 35 how to attain a diagnosis for the client;
- 36 (4) defining the counselor role in the playroom;
- 37 (5) therapeutic approaches to counseling children and adolescents, including Trauma-focused
- 38 Cognitive Behavioral Therapy (TF-CBT), directive and non-directive child-centered play therapy, Adlerian play
- 39 therapy, and interventions for preverbal trauma
- 40 (6) crisis interventions appropriate to youth; and
- 41 (7) culturally competent skills.

42  
43  
44 **Section 8.30.100. Behavioral Health Academic Review Committee was amended, as follows:**

- 45 (a) **Membership.** The behavioral health academic review committee satisfies these Standards if it
- 46 includes
- 47 (1) two licensed behavioral health clinicians as defined in section 1.20.010(30) [licensed
- 48 behavioral health clinician], who are employed by the IHS, a tribe or tribal organization, provided that at least
- 49 (A) one must be actively involved in development and implementation of behavioral
- 50 health aide training,
- 51 (B) one must be the director of a tribal behavioral health program; or and
- 52 (C) one must be actively engaged in clinical practice;
- 53 (2) ~~two one~~ behavioral health professionals, as defined in section 1.20.010(4) [behavioral health
- 54 professional], employed by the IHS, a tribe or tribal organization; and
- 55 (3) ~~to the extent feasible~~
- 56 (A) ~~one representative of the CHA/P Academic Review Committee; and~~
- 57 (B) ~~one CHA/P Training Center representative currently employed by a certified CHA/P~~
- 58 ~~Training Center; and~~ one CHAP Certification Board Member Representative;
- 59 (4) ~~provided that at least one of the members must have community health aide, dental health~~
- 60 ~~aide, or behavioral health aide field supervision experience. Four~~ Five behavioral health aides employed by the

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1 Indian Health Service, a tribe, or tribal organization will be designated by the Tribal Behavioral Health Directors  
2 Committee; and

- 3 ~~(A) One BHA Trainee;~~  
4 ~~(B) One BHA I;~~  
5 ~~(C) One BHA II;~~  
6 ~~(D) One BHA III; and~~  
7 ~~(E) One Behavioral Health Practitioner;~~

8 (5) Invited non-voting members that are actively involved in BHA/P training, including:

- 9 (A) Training and development staff from the ANTHC Behavioral Health Department,  
10 (B) The Tribal Liaison representing the State of Alaska Department of Behavioral  
11 Health and/or a State designee to the BHARC; and  
12 (C) Faculty, instructors, or other staff representing academic institutions, training entities  
13 or tribal health organizations hosting trainings for use towards BHA/P certification.

14  
15  
16 **October 17, 2014, Formatting edits for two sections, as follows:**

17  
18 **Section 1.40.010. Findings. was reformatted for the renumbering of paragraphs (16)-(20) to (15)-(19).**

19  
20 **Section 8.10.030. BHA/P Training Administration and Records, was reformatted, as follows:**

21  
22 ~~(a) **Commitment of Administration.** The sponsor of Board approved behavioral health aide training~~  
23 ~~programs under sections 2.40.100(a) [BHA I training, practicum, & experience requirements; specialized training~~  
24 ~~program], 2.40.200(b) [BHA II training, practicum, & experience requirements; specialized training program],~~  
25 ~~2.40.300(b) [BHA III training, practicum, & experience; specialized training program], and 2.40.400(b) [BHP~~  
26 ~~training, practicum, & experience requirements; specialized training program] must document on-going support of~~  
27 ~~staffing positions and program needs and accept and retain records regarding training and continuing education~~  
28 ~~carried out by the behavioral health aide training program~~

29  
30 (a) Commitment of Administration. The sponsor of Board approved behavioral health aide training  
31 programs under sections  
32 (1) 2.40.100(a) [BHA I training, practicum, & experience requirements; specialized training  
33 program];  
34 (2) 2.40.200(b) [BHA II training, practicum, & experience requirements; specialized training  
35 program];  
36 (3) 2.40.300(b) [BHA III training, practicum, & experience; specialized training program]; and  
37 (4) 2.40.400(b) [BHP training, practicum, & experience requirements; specialized training  
38 program] must document on-going support of staffing positions and program needs and accept and  
39 retain records  
40 regarding training and continuing education carried out by the behavioral health aide training  
41 program.

42  
43 **October 30, 2014, ten sections were amended, as follows:**

44  
45 **Section 2.20.120. Scope of Practice Prior to Certification as Community Health Aide I was amended, as follows:**

46  
47 (a) **Minimum Requirements.** A person who satisfies the requirements of subsection 2.20.120(b)  
48 [scope of practice prior to certification as CHA I] may perform services of a certified community health aide I  
49 prior to being certified under section 2.10.010 [initial qualifications] and 2.20.100 [CHA I training & education  
50 requirements], provided the person is actively engaged in the process of meeting the requirements under section  
51 2.20.100 [CHA I training & education requirements] through 2.20.110 [CHA I competencies] to become certified  
52 as a community health aide I; and

53 ~~(e)~~A person who satisfies the requirements of subsection 2.20.120(b) [scope of practice prior to  
54 certification as CHA I] who has submitted an application for certification as a community health aide I may begin  
55 training to become certified as a community health aide II and perform services necessary to satisfy the  
56 requirements of subsection 2.20.200(4) [CHA II training & education requirements; (field work)] pending action  
57 on the community health aide I application.

58  
59 (b) **Employment.** To be eligible to perform services under subsection 2.20.120(a) [scope of practice  
60 prior to certification as CHA I], the person must

- 61 (1) be employed by the Indian Health Service or a tribe or tribal health program operating a  
62 community health aide program in Alaska under the ISDEAA;

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- 1 (2) provide only those services for which the person has been trained and has demonstrated  
2 successful performance; and  
3 (3) practice as a community health aide only in compliance with the requirements in section  
4 2.10.010(a)(9) [initial requirements; general requirements (supervision & day-to-day direction)].  
5

6 (c) ~~A person who satisfies the requirements of subsection 2.20.120(b) [scope of practice prior to  
7 certification as CHA I] who has submitted an application for certification as a community health aide I may begin  
8 training to become certified as a community health aide II and perform services necessary to satisfy the  
9 requirements of subsection 2.20.200(4) [CHA II training & education requirements; (field work)] pending action  
10 on the community health aide I application.~~

11  
12 **Section 2.10.010 (a)(5)(B) was amended, as follows:**

13 (B) for a dental health aide the requirements are those under section 2.30.100 [PDHA I  
14 training & education requirements], 2.30.200 [PDHA II training & education requirements], 2.30.220(c) [training,  
15 education & preceptorship], 2.30.230(c) [dental prophylaxis requirements; training & education] and (d)  
16 [preceptorship], 2.30.240(c) [dental radiology requirements; training, education & preceptorship], 2.30.250(c)  
17 [dental assistant function requirements; ~~training, education & preceptorship competencies~~], 2.30.260(c) [ART  
18 requirements; training & education] and (d) [preceptorship], 2.30.300 [DHAH training & education requirements],  
19 2.30.400 [EFDHA I supervision, training and education requirements], 2.30.500 [EFDHA II training & education  
20 requirements], 2.30.550(c) [stainless steel crown placement requirements; training & education] and (d)  
21 [preceptorship] and 2.30.600 [DHAT training & education requirements];  
22

23 **Section 2.10.010 (a)(8)(B) was amended, as follows:**

24 (B) for a dental health aide the scopes of practice are defined in sections 2.30.110(b) [PDHA I  
25 competencies], 2.30.210(b) [PDHA II supervision & competencies; competencies], 2.30.220(d) [sealant  
26 requirements; competencies], 2.30.230(e) [dental prophylaxis requirements; competencies], 2.30.240(d) [dental  
27 radiology requirements; competencies], 2.30.250(ed) [dental assistant function requirements; competencies],  
28 2.30.260(e) [ART requirements; competencies], 2.30.310(b) [DHAH supervision & competencies; competencies],  
29 2.30.410(b) [EFDHA I supervision & competencies; competencies], 2.30.510(b) [EFDHA II supervision &  
30 competencies; competencies], 2.30.550(e) [stainless steel crown placement requirements; competencies], and  
31 2.30.610(b) [DHAT supervision & competencies; competencies]; and  
32  
33

34 **Section 2.30.020. Scope of Practice Prior to Certification as a Dental Health Aide was amended, as follows:**

35 (a) **Minimum Requirements.** A person who satisfies the requirements of subsection 2.30.020(b)  
36 [scope of practice prior to certification as a DHA; employment] may perform services of a certified dental health  
37 aide prior to being certified under this article to the extent the services are performed  
38 (1) as part of training required for certification;  
39 (2) as part of a required preceptorship under sections 2.30.100(b) [PDHA I training & education  
40 requirements; preceptorship], 2.30.220(c)(1)(B) [sealant requirements; training, education & preceptorship;  
41 (sealants during training)] or (c)(2) [sealant requirements; training, education & preceptorship; (preceptorship)],  
42 2.30.230(d) [dental prophylaxis requirements; preceptorship]; 2.30.240(c)(1)(D) [dental radiology requirements;  
43 training, education & preceptorship; (radiographs during training)] or (c)(2) [dental radiology requirements;  
44 training, education & preceptorship; (minimum number radiographs)], 2.30.250 (c) [dental assistant function  
45 requirements; training, education & preceptorship], 2.30.260(d) [ART requirements; preceptorship], 2.30.400(b)  
46 [EFDHA I supervision, training and education requirements; preceptorship], 2.30.500(b) [EFDHA II training &  
47 education requirements; preceptorship], 2.30.550(d) [stainless steel crown placement requirements; preceptorship],  
48 2.30.600(3) [DHAT training & education requirements; (preceptorship)]; or  
49 (3) while an application for certification is pending before the Board after successful completion  
50 of all required training and preceptorship.  
51  
52

53 **Section 2.30.200 (a)(1)(C) was amended, as follows:**

54 **Sec. 2.30.200. Primary Dental Health Aide II Training and Education Requirements.** A person meets  
55 the training and education requirements to be a certified primary dental health aide II upon successful completion  
56 of

- 57 (a) (1) (A) all requirements under sections 2.30.100 [PDHA I training & education requirements]  
58 through 2.30.110 [PDHA I supervision & competencies];  
59 (B) a Board approved DHA Advanced Dental Procedures training session that satisfies the  
60 requirements of section 7.20.040 [DHA advanced dental procedures]; and  
61

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1 (C) one or more certifications under 2.30.220 [sealant requirements], 2.30.230 [dental prophylaxis  
2 requirements], 2.30.240 [dental radiology requirements], 2.30.250 [dental assistant function requirements], or  
3 2.30.250 [dental assistant function requirements] or 2.30.260 [ART requirements]; or  
4

5 **Section 2.30.210 (b)(3) was amended, as follows:**

6  
7 (b) **Competencies.** In addition to meeting the requirements of section 2.30.110 [PDHA I supervision &  
8 competencies], a certified dental health aide II must successfully demonstrate and maintain

- 9 (3) meeting the requirements of one or more of the following sections:  
10 (A) 2.30.220 [sealant requirements];  
11 (B) 2.30.230 [dental prophylaxis requirements];  
12 (C) 2.30.240 [dental radiology requirements]; ~~or~~  
13 (D) 2.30.250 [dental assistant function requirements]; or  
14 (E) 2.30.260 [ART requirements].  
15

16 **Section 2.30.230(e)(6). Dental Prophylaxis Requirements was amended, as follows:**

17  
18 (e) **Competencies.** In addition to meeting all other requirements of this section, the dental health aide  
19 must understand and successfully demonstrate and maintain the following competencies and skills:

- 20 (1) understanding and following dental orders;  
21 (2) reviewing medical history and identifying contraindications for performing prophylaxis;  
22 (3) understanding when the patient should be referred to a dentist prior to carrying out  
23 prophylaxis;  
24 (4) explaining prophylaxis procedure and respond to questions from patient regarding  
25 prophylaxis;  
26 (5) proper patient and provider safety procedures;  
27 (A) proper use of dental instruments for safety of patient and provider;  
28 (B) proper use of ultrasonic or piezoelectric scalers;  
29 (6) scaling and polishing to remove plaque, calculus calcareous deposits, accretions, and stains  
30 from the coronal or exposed surface of the tooth; and  
31 (7) consistent with direct orders from the dentist after a dental examination, sulcular irrigation.  
32

33 **Section 2.30.250. Dental Assistant Function Requirements was amended, as follows:**

34  
35 (a) **Prerequisites.** A dental health aide may be certified under this section to perform the functions of a  
36 dental assistant under the conditions set forth in subsections (b) through (c) of this section provided the dental  
37 health aide satisfies the requirements of:

- 38 (1) 2.30.200 [PDHA II training & education requirements] and 2.30.210 [PDHA II supervision  
39 & competencies]

40 (b) **Dental Supervision.** A dental health aide certified under this article who satisfies the requirements  
41 of this section may perform the functions of a dental assistant only under the direct or indirect supervision of a

- 42 (1) dentist;  
43 (2) dental health aide therapist;  
44 (3) licensed dental hygienist;  
45 (4) dental health aide hygienist; or  
46 (5) primary dental health aide II or expanded function dental health aide I or II who is  
47 performing procedures under the general supervision of a dentist.  
48

49 (c) **Training, and Education and Preceptorship.** In addition to performing functions as provided for  
50 the level of certification achieved by the dental health aide, a dental health aide may perform the functions of a  
51 dental assistant, if the dental health aide has successfully completed one of the following:

- 52 (1) an accredited dental assisting program;  
53 (2) a Board approved dental assisting program that satisfies the requirements of section 7.20.130  
54 [dental assisting]; or  
55 (3) a program provided by a dentist who directly supervised the person carrying out a sufficient  
56 number of patient encounters for the person to develop satisfactory skills, as determined by the supervising dentist,  
57 in each of the functions identified in 2.30.250(d) [dental assistant function requirements; competencies training &  
58 education].  
59

60 (d) **Competencies.** In addition to meeting all other requirements of this section, the dental health aide  
61 must understand and successfully demonstrate and maintain the ability to satisfactorily perform the following  
62 functions:



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- (1) applying topical anesthetic agents;
- (2) placing and removing rubber dams;
- (3) basic knowledge of dental materials, instruments, and procedures; and
- (4) four-handed instrument transfer.

**Section 2.30.600(3) Dental Health Aide Therapist Training and Education Requirements was amend, as follows:**

A person meets the training and education requirements to be a certified dental health aide therapist upon successful completion of

- (3) a clinical preceptorship under the direct supervision of a dentist for a minimum of three months or 400 hours whichever is longer. The preceptorship should encompass all competencies ~~all competencies~~ required of a dental health aide therapist outlined in section 2.30.610(b)(1), (2) and (3) [DHAT supervision and competencies; competencies], and students should demonstrate each procedure or service independently to the satisfaction of the preceptor dentist.

**Section 2.30.610(b)(3)(A). Dental Health Aide Therapist Supervision and Competencies was amended, as follows:**

(b) **Competencies.** In addition to meeting the requirements of section 2.30.100(a)(1) and (a)(4) [PDHA I training & education requirements; training; (pre-session) & (BLS)] and 2.30.600 [DHAT training & education requirements], a certified dental health aide therapist must successfully demonstrate and maintain

- (3) satisfactory performance under general supervision of a dentist of
  - (A) all of the skills identified in sections 2.30.110 [PDHA I supervision & competencies], 2.30.210 [PDHA II supervision & competencies], 2.30.220 [sealant requirements], 2.30.230 [dental prophylaxis requirements], 2.30.240 [dental radiology requirements], 2.30.250 [dental assistant function requirements], 2.30.260 [ART requirements], 2.30.410 [EFDHA I supervision & competencies], 2.30.510 [EFDHA II supervision & competencies], and 2.30.550 [stainless steel crown placement requirements];

**Section 7.20.110(a)(6). Dental Prophylaxis was amended, as follows:**

- (a) **Subject Matter.** A course in dental prophylaxis must address the following topics:
  - (1) understanding and following dental orders;
  - (2) reviewing medical history and identify contraindications for performing prophylaxis;
  - (3) understanding when the patient should be referred to a dentist prior to carrying out prophylaxis;
  - (4) explaining prophylaxis procedure and respond to questions from patient regarding prophylaxis;
  - (5) proper patient and provider safety procedures, including:
    - (A) proper use of dental instruments for safety of patient and provider; and
    - (B) proper use of ultrasonic or piezoelectric scalers;
  - (6) scaling and polishing to remove plaque, calculus ~~calcereous deposits, accretions~~, and stains from the coronal or exposed surface of the tooth; and
  - (7) consistent with direct orders from the dentist after a dental examination, sulcular irrigation.

**January 22, 2015, Chapter 8 was amended and 2 sections were amended, as follows:**

**Amend Article 10. Training Programs, Facilities, and Training Staff, was amended, as follows:**

**Section 8.10.010. Facilities.** ~~Behavioral health aide and practitioner training may occur~~

- ~~(1) in any certified CHA/P Training Center with facilities appropriate to the training being provided;~~
- ~~(2) for training not requiring clinical activity, any classroom that generally meets the standards set under section 5.10.020 [training facilities];~~
- ~~(3) for training requiring clinical activity, any Federal, State, university, or tribal facility with space appropriate to assure the client's need for privacy and confidentiality is protected; and~~
- ~~(4) as necessary, other locations may be used provided they meet the standards set forth in this section.~~

**Section 8.10.010. Facilities.** A BHA training center facility must provide classroom, or e-classroom and clinical environments that are conducive to a positive learning experience for faculty and behavioral health aide trainees by ensuring that:

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(1) traditional classrooms have appropriate space and privacy. Specific consideration and evaluation in the areas of safety, adequacy of space, air quality, lighting, heating, and storage must be documented; and

(2) e-classrooms have appropriate policies on Internet safety and privacy, appropriate language, emergency procedures for Internet outages, and recommendations on lighting, noise, and an ergonomic environment.

**Section 8.10.020. Training Staff was amended, as follows:**

(a) **Qualification and Roles.** Behavioral health aide and practitioner training may be coordinated and conducted by any person who generally meets the standards of ~~this section~~ 5.10.025(a) [training staff; qualifications & roles] as applicable to the ~~specific training being conducted.~~

~~(b) — Behavioral Health Advisor. All behavioral health aide and practitioner training must be conducted under the general supervision of a behavioral health advisor who must be a licensed behavioral health clinician who meets the standards of section 2.40.010(a) [supervision of BHA/Ps; clinical oversight], who is familiar with the community health aide program and with training village based behavioral health providers. The behavioral health advisor may or may not participate directly in the training, but must be familiar with and have approved the curriculum being taught and the qualifications of the training staff, and be available to consult with training staff during the training session should the need arise. Such consultation may occur telephonically or in person.~~

(1) **Director/Instructor of Record.** The BHA training center Director/Instructor of Record

(A) must be a licensed behavioral health clinician or behavioral health professional who will assume responsibilities for course development, evaluation and revision, and the evaluation of students and instructors.

(B) should be an individual with a combination of education, research, work, and/or life experience which are relevant to providing leadership in a BHA training center program, including an orientation to Alaska Native culture and traditions and be familiar with the CHA Program.

(C) may or may not participate directly in the training, but must be familiar with and have approved the curriculum being taught and the qualifications of the training staff, and be available to consult with training staff during the training session should the need arise. Such consultation may occur telephonically or in person.

(D) should have a background in health and education and be able to administrate, serve in a statewide liaison role, uphold the mission of the statewide program, and provide program direction, development, and leadership.

(2) **Instructor.** BHA training center instructors must consist of a majority of behavioral health professionals or licensed behavioral health clinicians. All instructors will be monitored to assure compliance with the BHA Curriculum and competence in subject being taught. Instructors teaching BHA curriculum via eLearning must demonstrate competency in e-teaching by experience, completed coursework, or other approved measures. All instructors should be certified, licensed, or have other training in the knowledge and skills that they are teaching, including knowledge of Alaska Native traditions and culture.

**Section 8.10.030. BHA/P Training Administration and Records was amended, as follows:**

(a) **Commitment of Administration.** ~~The sponsor of Board approved behavioral health aide training programs under sections~~

(1) ~~2.40.100(a) [BHA I training, practicum, & experience requirements; specialized training program];~~

(2) ~~2.40.200(b) [BHA II training, practicum, & experience requirements; specialized training program];~~

(3) ~~2.40.300(b) [BHA III training, practicum, & experience; specialized training program]; and~~

(4) ~~2.40.400(b) [BHP training, practicum, & experience requirements; specialized training program]~~ must document on-going support of staffing positions and program needs and accept and retain records regarding training and continuing education carried out by the behavioral health aide training program.

(b) **Secretarial Support.** ~~A behavioral health aide or practitioner training program should have administrative and secretarial support sufficient to assure timely and smooth functioning of the program and transmittal of records to the Certification Board, as required.~~

(c) **BHA/P Training Program Files.**

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1 (1) A behavioral health aide or practitioner training program must have on file for review  
2 training outlines, learning objectives, lesson plans, session quizzes and exams, behavioral health aide or  
3 practitioner evaluation records, application forms, student training files, quality assurance/continuous quality  
4 improvement files and a training plan for employees.

5  
6 (a) **Educational Program Philosophy.** A BHA training program must have on file a mission  
7 statement that reflects the statewide nature of the program, and the goals and objectives, which must include  
8 quality health care, competency based instruction, emphasis on clinical instruction and skills, awareness of  
9 cultural influences, emphasis on a positive learning environment, and respect for the unique needs of the adult  
10 learner.

11  
12 (b) **Job Descriptions.** Job descriptions must be on file for each member of the training staff which  
13 reflect the roles and responsibilities outlined in sec. 8.10.020(a) [Qualifications and Roles].

14  
15 (c) **Orientation of New Staff.** A training program must have in place a written orientation procedure  
16 for new employees which will minimally include the BHA mission, goals, and objectives; the BHA Curriculum;  
17 the methods of instruction, and function of the statewide program; cultural diversity; the role of the BHA; and the  
18 BHA certification process.

19  
20 (d) **Commitment of Administration.** A training program must document on-going support of staffing  
21 positions and program needs and accept and retain records regarding training and continuing education.

22  
23 (e) **Secretarial Support.** A training program should have administrative and secretarial support  
24 sufficient to assure timely and smooth functioning of the program and transmittal of records to the Certification  
25 Board, as required.

26  
27 (f) **Training Program Files.** A training program must have on file for review: training outlines,  
28 learning objectives, lesson plans, session quizzes and exams, behavioral health aide or practitioner evaluation  
29 records, application forms, student training files, quality assurance/continuous quality improvement files and a  
30 training plan for employees.

31  
32 (g) **Continuing Education.** A training center must have a policy on continuing education  
33 requirements for the Director and Instructors. A plan should be developed annually to meet the policy goals.

34  
35 **Section 8.10.040. BHA Training Center Self-Evaluation was amended, as follows:**

36  
37 (a) **BHA Training Center.** A behavioral health aide or practitioner training program must have a  
38 policy on quality assurance (QA)/ continuous quality improvement (CQI). This policy must include:

- 39 (1) BHA evaluations of training sessions and individual instructors, and  
40 (2) documentation of meetings for staff evaluation of training sessions and quarterly program  
41 reviews.

42 (b) **QA/CQI.** The QA/CQI process must be in effect, documenting that evaluation tools are in use,  
43 trends are identified and the continuous quality improvement process is being implemented to address and modify  
44 those identified trends.

45  
46 **Section 8.10.050. Trainee Services was amended, as follows:**

47  
48 (a) **Counseling and Health Services.** A system must be in place to refer trainees to confidential  
49 counseling by a behavioral health professional or licensed behavioral health clinician which may include having  
50 such persons available during course training. A system to provide acute care and emergency health services must  
51 also be provided.

52  
53 (b) **Academic Advising.** A training center must provide a system for trainee academic advising  
54 pertinent to the role and certification of the BHA.

55  
56 (c) **Attrition.** A system of recording trainee attrition data including the causes and timing of attrition  
57 during training must be in place.

58  
59 (d) **Housing, Meals, and Transportation.** Housing, meals and transportation should be available,  
60 affordable, and conveniently located to the face-to-face training site.

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1 (e) **Internet Connectivity.** A workstation with Internet connectivity must be accessible as an alternate  
2 to an eLearning students' own Internet service.  
3

4 **Section 2.50.200(b). Requirements for Renewal was amended, as follows:**

5 (b) An applicant who has not been employed as a community health aide, community health  
6 practitioner, dental health aide, or behavioral health aide or behavioral health practitioner an average of at least 15  
7 hours a week for at least six months of the previous 12 months prior to submission of the application must provide  
8 evidence satisfactory to the Board that he or she has ~~been or will be~~ monitored in the performance of each required  
9 competence until he or she has demonstrated successful performance of each.  
10

11 **Section 2.20.500 was amended, as follows:**

12 **Sec. 2.20.500. Community Health Practitioner Training and Education Requirements.** A person meets  
13 the training and education requirements to be a certified community health practitioner upon successful completion  
14 of

- 15 (1) all requirements under sections 2.20.100 [CHA I training & education requirements]  
16 through 2.20.410 [CHA IV competencies];  
17 (2) an approved preceptorship, including:  
18 (A) at least 30 hours of supervised direct patient care experience;  
19 (B) a minimum of 15 patient encounters as primary provider;  
20 (C) the Preceptorship Critical Skills List;  
21 (3) both sections of the statewide written Alaska Community Health Aide/Practitioner Program  
22 Credentialing Exam with a ~~combined~~ score of 80 percent or higher on each section;  
23 (4) the statewide Medical Math Exam with a score of 100 percent; and  
24 (5) an evaluation of the applicants clinical performance and judgment by the applicant's direct  
25 supervisor or other approved evaluator.  
26

27 **June 11, 2015, one section was amended, as follows:**

28 **Section 2.20.210(c)(5)(D). Community Health Aide II Competencies,** was amended as follows:  
29

- 30 (D) dental prevention:  
31 (i) tooth brushing,  
32 (ii) flossing,  
33 (iii) disclosing tablets,  
34 ~~(iv) fluoride application, rinse; and~~  
35 ~~(v) fluoride gel.~~  
36  
37

38 **October 29, 2015, ten sections were amended, as follows:**

39 **Section 2.30.210(b)(1)(D)** was amended, as follows:  
40

- 41 (b)(1)(D) an understanding of telemedicine technology;  
42  
43

44 **Section 2.30.220(c)(1)(B)** was amended, as follows:  
45

46 (c)(1)(B) under the direct supervision of a dentist, dental health aide therapist, or licensed dental hygienist,  
47 ~~or dental health aide hygienist~~ satisfactory performance of a minimum of 25 sealant procedures including:  
48

49 **Section 2.30.220(c)(2)** was amended, as follows:  
50

51 (c)(2) under the direct supervision of a dentist, dental health aide therapist, or licensed dental hygienist ~~or~~  
52 ~~dental health aide hygienist~~, satisfactory performance of a minimum of 50 sealant procedures including:  
53

54 **Section 2.30.230(d)** was amended, as follows:  
55

56 (d) **Preceptorship.** A dental health aide must, after completion of the requirements in subsection (c) of this  
57 section, under the direct supervision of a dentist, dental health aide therapist, or licensed dental hygienist, ~~or dental~~  
58 ~~health aide hygienist~~, satisfactorily complete a preceptorship during which the dental health aide satisfactorily  
59 performs a minimum of 40 dental prophylaxis of which

- 60 (1) a minimum of 10 must be performed on children under 8 years of age; and  
61 (2) a minimum of 10 must be performed on adults with supra-gingival calculus.

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1       **Section 2.30.240(c)(1)(D) was amended, as follows:**

2  
3           (c)(1)(D) satisfactory performance in exposing and developing a minimum of 75 dental radiographs under the  
4 direct supervision of a dentist, dental health aide therapist, ~~dental health aide hygienist~~, or licensed dental hygienist  
5 including:

6  
7       **Section 2.30.240(c)(2) was amended, as follows:**

8  
9           (c)(2) If in the course under (1) (A) through (C) the dental health aide did not satisfactorily expose  
10 radiographs on at least 10 patients, then after the completion of the course, the dental health aide must complete,  
11 under direct supervision of a dentist, dental health aide therapist, ~~dental health aide hygienist~~, or licensed dental  
12 hygienist, enough additional radiographs to have satisfactorily completed exposures on no less than 10 patients.

13  
14       **Section 2.30.250(b) was amended, as follows:**

15  
16           **(b) Dental Supervision.** A dental health aide certified under this article who satisfies the requirements of this  
17 section may perform the functions of a dental assistant only under the direct or indirect supervision of a

- 18                   (1) dentist;  
19                   (2) dental health aide therapist;  
20                   (3) licensed dental hygienist; or  
21                   (4) ~~dental health aide hygienist~~; or [RESERVED]  
22                   (5) primary dental health aide II or expanded function dental health aide I or II who is performing  
23 procedures under the general supervision of a dentist.

24  
25       **Section 2.30.410(b)(C)(ix) was amended, as follows:**

26           (b)(C)(ix)  
27 four-handed instrument transfer;

28  
29  
30       **Section 2.30.500(a) was amended, as follows:**

31  
32           **(a) Training and Education.** A person meets the training and education requirements to be a certified  
33 expanded function dental health aide II upon successful completion of  
34                   (1) all requirement under sections 2.30.100(a)(1) and (a) (4) [PDHA I training & education  
35 requirements; training; (pre-session) & (BLS)], and 2.30.400(a)(2)(A), ~~(a)(3)~~; and (b)(1) [EFDHA I training &  
36 education requirements] ; ~~training & education; (PDHA I requirements), (basic restorative functions), &~~  
37 ~~(preceptorship)~~, and 2.30.410 [EFDHA I supervision & competencies];

38  
39       **Section 3.10.300 (b) was amended by adding paragraph 20, as follows:**

40  
41           **(b) Sponsorship.** A continuing education program that meets the requirements of section 3.10.300(a)  
42 [approved continuing education programs for BHA/P; competencies] and is sponsored by any of the following  
43 organizations is considered approved by the Board:

- 44                   (20)     National Association of Direct Service Providers (NADSP).

45  
46 **January 22, 2016, eighteen sections were amended, as follows:**

47  
48       **Section 2.30.240(e) was deleted in its entirety and reserved:**

49  
50       ~~**Sec. 2.30.240. Dental Radiology Requirements.**~~

51       ~~(e) **Radiology Recertification.** No less often than once every two years, the dental health aide must~~  
52 ~~expose a minimum of 20 radiographs under the direct supervision of a dentist or dental health aide therapist and~~  
53 ~~those radiographs must be reviewed by a dentist and determined to have been performed satisfactorily.~~

54  
55       **Section 3.10.100(b) was amended by adding paragraph 7, as follows:**

56  
57           **(b) Sponsorship.** A continuing education program that meets the requirements of section 3.10.100(a)  
58 [approved continuing education programs for CHA/P; competencies] and is sponsored by any of the following  
59 organizations is considered approved by the Board.

- 60                   (7)     Smiles for Life

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**Section 7.10.030. DHA Training Administration and Records was amended, as follows:**

(a) **Commitment of Administration.** The sponsor of Board approved DHA training programs must have an agreement with the ~~Alaska Dental Clinical and Preventive Support Center, operated by the Alaska Native Tribal Health Consortium, under which the Support Center Alaska Native Tribal Health Consortium Department of Oral Health Promotion~~ which will document on-going support of staffing positions and program needs and accept and retain records regarding training and continuing education carried out by the DHA training program.

(b) **Secretarial Support.** A DHA training program should have administrative and secretarial support sufficient to assure timely and smooth functioning of the program and transmittal of records to the Department of Oral Health Promotion.

(c) **DHA Training Program Files.**

(1) A DHA training program must have on file for review, or transmit to the ~~Support Center Department of Oral Health Promotion~~ for retention, DHA training outlines, learning objectives/lesson plans, session quizzes/exams, dental health aide evaluation records, application forms, student training files quality assurance/continuous quality improvement files and a training plan for employees.

(2) A DHA training program must promptly after the conclusion of each training session, course or continuing education program transmit to the ~~Support Center Department of Oral Health Promotion~~ a list of each student who attended the program with information about whether the student completed the course and an evaluation of the student's performance.

**Section 7.20.010(c) was amended, as follows:**

(c) **Training.** The training will include didactic instruction and hands-on practice in a lab or clinic setting sufficient to demonstrate competency of the subject matter listed in subsection (a) of this section.

**Section 7.20.020(b) was amended, as follows:**

(b) **Hours of Training.** ~~The course in which the topics listed in subsection (a) are addressed must include a minimum of~~

~~(1) 12 hours of didactic instruction; and~~

~~(2) 6 hours of hands on practice in a lab setting.~~ The training will include instruction and hands-on practice in a lab or clinic setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must include a minimum of 6 hours of clinical encounters.

**Section 7.20.030(b) was amended, as follows:**

(b) **Hours of Training.** ~~The course in which the topics listed in subsection (a) are addressed must include a minimum of~~

~~(1) 14 hours of didactic instruction; and~~

~~(2) 6 hours of clinical encounters.~~ The training will include instruction and hands-on practice in a lab or clinic setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands on practice must include a minimum of 6 hours of clinical encounters.

**Section 7.20.040(b) was amended, as follows:**

(b) ~~Hours of Training.~~ ~~The course in which the topics listed in subsection (a) are addressed must include a minimum of:~~

~~(1) 14 hours of didactic instruction; and~~

~~(2) 7 hours of clinical encounters.~~

~~(b) Training.~~ The training will include instruction and hands-on practice in a lab or clinic setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must include a minimum of 7 hours of clinical encounters.

**Section 7.20.050(b) was amended, as follows:**

(b) ~~Hours of Training.~~ ~~The course in which the topics listed in subsection (a) are addressed must include a minimum of~~

~~(1) 12 hours of didactic instruction; and~~

~~(2) 7 hours of clinical encounters.~~

~~(b) Training.~~ The training will include instruction and hands-on practice in a lab or clinic setting sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must include a minimum of 7 hours of clinical encounters.

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1           **Section 7.20.100(b) was amended, as follows:**

2  
3           ~~(b) — **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must~~  
4           ~~include a minimum of~~

- 5                     ~~(1) 7 hours of didactic instruction; and~~  
6                     ~~(2) 7 hours of clinical encounters.~~

7           (b) **Training.** The training will include instruction and hands-on practice in a lab or clinic setting  
8           sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
9           include a minimum of 7 hours of clinical encounters.

10  
11           **Section 7.20.110(b) was amended, as follows:**

12  
13           ~~(b) — **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must~~  
14           ~~include a minimum of~~

- 15                     ~~(1) 8 hours of didactic instruction; and~~  
16                     ~~(2) 16 hours of clinical encounters.~~

17           (b) **Training.** The training will include instruction and hands-on practice in a lab or clinic setting  
18           sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
19           include a minimum of 16 hours of clinical encounters.

20  
21           **Section 7.20.120(b) was amended, as follows:**

22  
23           ~~(b) — **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must~~  
24           ~~include a minimum of~~

- 25                     ~~(1) 12 hours of didactic instruction; and~~  
26                     ~~(2) 12 hours of clinical encounters.~~

27           (b) **Training.** The training will include instruction and hands-on practice in a lab or clinic setting  
28           sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
29           include a minimum of 12 hours of clinical encounters.

30  
31           **Section 7.20.130(b) was amended, as follows:**

32  
33           ~~(b) — **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must~~  
34           ~~include a minimum of~~

- 35                     ~~(1) 12 hours of didactic instruction; and~~  
36                     ~~(2) 20 hours of clinical encounters.~~

37           (b) **Training.** The training will include instruction and hands-on practice in a lab or clinic setting  
38           sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
39           include a minimum of 20 hours of clinical encounters.

40  
41           **Section 7.20.140(b) was amended, as follows:**

42  
43           ~~(b) — **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must~~  
44           ~~include a minimum of~~

- 45                     ~~(1) 14 hours of didactic instruction; and~~  
46                     ~~(2) 21 hours of clinical encounters.~~

47           (b) **Training.** The training will include instruction and hands-on practice in a lab or clinic setting  
48           sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
49           include a minimum of 21 hours of clinical encounters.

50  
51           **Section 7.20.200(b) was amended, as follows:**

52  
53           ~~(b) — **Hours of Training.** The course in which the topics listed in subsection (a) are addressed must~~  
54           ~~include a minimum of:~~

- 55                     ~~(1) 14 hours of didactic instruction; and~~  
56                     ~~(2) 21 hours of clinical encounters.~~

57           (b) **Training.** The training will include instruction and hands-on practice in a lab or clinic setting  
58           sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
59           include a minimum of 21 hours of clinical encounters.

60  
61           **Section 7.20.210(b) was amended, as follows:**

62

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1            ~~(b) —Hours of Training.~~ The course in which the topics listed in subsection (a) are addressed must  
2 include a minimum of

- 3                    (1) 7 hours of didactic instruction; and  
4                    (2) 21 hours of clinical encounters.

5            (b) Training. The training will include instruction and hands-on practice in a lab or clinic setting  
6 sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
7 include a minimum of 21 hours of clinical encounters.  
8

9            **Section 7.20.220(b) was amended, as follows:**

10            ~~(b) —Hours of Training.~~ The course in which the topics listed in subsection (a) are addressed must  
11 include a minimum of

- 12                    (1) 7 hours of didactic instruction; and  
13                    (2) 14 hours of clinical encounters.

14            (b) Training. The training will include instruction and hands-on practice in a lab or clinic setting  
15 sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
16 include a minimum of 14 hours of clinical encounters.  
17

18            **Section 7.20.400(b) was amended, as follows:**

19            ~~(b) —Hours of Training.~~ The course in which the topics listed in subsection (a) are addressed must  
20 include a minimum of

- 21                    (1) 16 hours of didactic instruction;  
22                    (2) 8 hours of laboratory instruction during which time 3 injections each of the maxillary infiltration;  
23 palatal, inferior alveolar, long buccal, and posterior superior alveolar injections are administered; and  
24                    (3) clinical experience sufficient to establish the dental health aide's ability to adequately  
25 anesthetize the entire dentition and supporting structures in a clinical setting, requiring a minimum of 6 hours of  
26 clinical encounters under direct supervision of faculty during which time each patient receiving an injection  
27 receives a dental service; which must include a minimum of 4 each of the injections listed above.

28            (b) Training. The training will include instruction and hands-on practice in a lab or clinic setting  
29 sufficient to demonstrate competency of the subject matter in subsection (a) of this section; hands-on practice must  
30 include clinical experience sufficient to establish the dental health aide's ability to adequately anesthetize the  
31 entire dentition and supporting structures in a clinical setting, and a minimum of 16 hours of clinical encounters.  
32

33            **Section 7.20.500. Dental Health Aide Therapist Training was amended, as follows:**

34            **Sec. 7.20.500. Dental Health Aide Therapist Training Educational Program.** A DHAT Educational  
35 therapist training program must provide instruction and clinical training education equivalent to that established  
36 established by the Commission on Dental Accreditation (CODA) in their accreditation standards for dental therapy  
37 education programs or the Alaska DHAT Educational Program, or approved by the Canadian National School of  
38 Dental Therapy, the Medical Services Branch of the Canadian Ministry of Health or the New Zealand Board of  
39 Dentistry.  
40

41            **June 30, 2016, one section was amended, as follows:**

42            **Section 5.10.035. Volume, Hours and Distribution of Patient Encounters (a)(2) and (b)(1), were amended, as**  
43 **follows:**

44            **Sec. 5.10.035. Volume, Hours and Distribution of Patient Encounters.** Clinical hours will be scheduled  
45 in compliance with the CHA/P Curriculum. For each trainee a CHA/P Training Center's documentation of volume,  
46 hours and distribution of patient encounters must meet the requirements of this section.  
47

48            (a) Encounters.

49                    (2) **Session II.** Ten encounters under the following conditions: the trainee will be the primary provider  
50 in at least ~~six~~ four patient encounters with particular emphasis on patient problems delineated in the CHA/P  
51 Curriculum, as outlined below and at least ~~four~~ six additional encounters with the trainee as active participant.  
52

53                    (b) (1) **Primary Provider.** Under subsection (a) [volume, hours & distribution of patient encounters;  
54 encounters] of this section, the primary provider must ~~initiate~~ perform the history and examination, and depending  
55 on the complexity of the encounter and the skill and confidence level of the trainee, determine the assessment and  
56 plan in conjunction with the instructor.  
57

58            **October 27, 2016, four sections were amended, as follows:**  
59  
60  
61  
62



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**Section 2.30.410(b)(1)(A)(ix), (C)(I) and (II) and (C)(viii)(ix)(x) and (xi), were amended, as follows:**

(b) Competencies. In addition to satisfying the requirements of 2.30.400 [EFDHA I training & education requirements], a certified expanded function dental health aide must successfully demonstrate and maintain the following:

- (1) (A) an understanding of:
  - (i) basic dental anatomy;
  - (ii) caries disease process;
  - (iii) periodontal disease process;
  - (iv) infection control;
  - (v) health care system access, including access to Medicaid and other third-party resources;
  - (vi) scheduling;
  - (vii) theory of prevention;
  - (viii) fluoride as a drug and related issues;
  - (ix) ~~dental charting and patient record documentation;~~
- (B) competency in the following subjects:
  - (i) topical fluoride treatment(s);
  - (ii) oral hygiene instruction;
  - (iii) identification of potential dental problems and appropriate referrals;
  - (iv) recognition of medical and dental conditions that may require direct dental supervision or services;
  - (v) those provided for under sections 2.20.110(b)(1), (3) through (12), and (14) [CHA I competencies; (competencies)];
  - (vi) dental health aide's general scope of work;
  - (vii) basic life support and basic management of dental emergencies;
- (C) satisfactory performance of the following skills:
  - (i) use of CHAM;
  - (ii) general medical history taking;
  - (iii) patient education including the explanation of prevention strategies, including fluoride and sealants;
  - (iv) toothbrush prophylaxis;
  - (v) clean/sterile techniques;
  - (I) ~~proper handling and sterilization of instruments;~~
  - (II) ~~disinfection of the operatory;~~
  - (vi) universal precautions; and
  - (vii) hand washing;
  - (viii) ~~basic knowledge of dental materials, instruments and procedures;~~
  - (ix) ~~four handed instrument transfer;~~
  - (x) ~~applying topical anesthetic agents;~~
  - (xi) ~~placing and removing rubber dams;~~

**Section 2.30.510. Expanded Function Dental Health Aide Supervision and Competencies, was amended, as follows:**

**Sec. 2.30.510. Expanded Function Dental Health Aide II Supervision and Competencies.**

**Section 3.10.300(b)(21), was amended, as follows:**

(b) **Sponsorship.** A continuing education program that meets the requirements of section 25 3.10.300(a) [approved continuing education programs for BHA/P; competencies] and is sponsored by any of the following organizations is considered approved by the Board:

- (21) American Counseling Association (ACA)

**Section 7.20.110(a)(5)(B) was amended, as follows:**

- (a) Subject Matter. A course in dental prophylaxis must address the following topics:
  - (1) understanding and following dental orders;
  - (2) reviewing medical history and identify contraindications for performing prophylaxis;
  - (3) understanding when the patient should be referred to a dentist prior to carrying out prophylaxis;
  - (4) explaining prophylaxis procedure and respond to questions from patient regarding prophylaxis;
  - (5) proper patient and provider safety procedures, including:
    - (A) proper use of dental instruments for safety of patient and provider; and

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(B) proper use of ultrasonic ~~or piezoelectric~~ scalers;

**January 26, 2017, four sections were amended, as follows:**

**Section 2.30.230 was amended, as follows:**

(e) Competencies. In addition to meeting all other requirements of this section, the dental health aide must understand and successfully demonstrate and maintain the following competencies and skills:

- (1) understanding and following dental orders;
- (2) reviewing medical history and identifying contraindications for performing prophylaxis;
- (3) understanding when the patient should be referred to a dentist prior to carrying out prophylaxis;
- (4) explaining prophylaxis procedure and respond to questions from patient regarding prophylaxis;
- (5) proper patient and provider safety procedures;
  - (A) proper use of dental instruments for safety of patient and provider;
  - (B) proper use of ultrasonic ~~or piezoelectric~~ scalers;
- (6) scaling and polishing to remove plaque, calculus, and stains from the coronal or 37 exposed surface of the tooth; and
- (7) ~~consistent with direct orders from the dentist after a dental examination, sulcular irrigation.~~

**Section 2.30.250 was amended, as follows:**

(d) Competencies. In addition to meeting all other requirements of this section, the dental health aide must understand and successfully demonstrate and maintain the ability to satisfactorily perform the following functions:

- (1) applying topical anesthetic agents;
- (2) placing and removing rubber dams;
- (3) basic knowledge of dental materials, instruments, and procedures;
- (4) four-handed instrument transfer;
- (5) ~~[RESERVED] dental charting and patient record documentation;~~
- (6) ~~[RESERVED] proper handling and sterilization of instruments; and~~
- (7) ~~[RESERVED] disinfection of operatory.~~
- (8) [RESERVED]

**Section 2.30.400 was amended, as follows:**

(a) Training and Education. A person meets the training and education requirements to be a certified expanded function dental health aide I upon successful completion of

(1) all requirements under sections 2.30.100(a)(1) and (a)(4) [PDHA I training & education requirements; (pre-session) & (BLS)]; [PDHA I Training and Education Requirements: Training] and meet requirements of Sec. 2.30.250(c) and (d) [Dental Assistant Function Requirements: Training, Education and Preceptorship; and Competencies]

(2) (A) (i) a Board approved course in basic restorative functions that satisfies the requirements of section 7.20.200 [basic restorative functions];  
(ii) a course in basic restorative functions offered by an accredited school of higher education; or

(iii) a course in basic restorative functions offered or approved by IHS, including “Restorative Functions – Basic”; or

(B) training that meets the requirements under section 2.30.230 [dental prophylaxis requirements]; and

(3) a preceptorship that satisfies the requirements in subsection (b) [EFDHA I preceptorship] of this section.

**Section 7.20.130 was amended, as follows:**

(a) Subject Matter. A course in dental assisting must address the following topics:

- (1) applying topical anesthetic agents;
- (2) placing and removing rubber dams;
- (3) basic knowledge of dental materials, instruments, and procedures; and
- (4) four-handed instrument transfer.
- (5) dental charting and patient record documentation
- (6) proper handling and sterilization of instruments
- (7) disinfection of operatory

**June 22, 2017, two sections were amended, as follows:**

**Section 5.30.010 was amended, as follows:**

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1                   **Sec. 5.30.010. Periodic Submissions and Reviews.** A CHA/P Training Center fully certified under section  
2 5.20.020 [full certification] shall submit a CHA/P Training Center Annual RAC Requirements Review Annual  
3 ~~Self-Evaluation Checklist~~ each year and shall be subject to on-site reviews, upon reasonable notice, at the  
4 discretion of the Board, provided that an on-site review must occur no less often than once every five years. Such a  
5 CHA/P Training Center must notify the Board if a change in any of the following occurs:

- 6                   (1) the person responsible for coordination of the training within the center;
- 7                   (2) 50 percent or more of the staff within a three-month period;
- 8                   (3) Medical Advisor;
- 9                   (4) methods of CHA/P Curriculum delivery;
- 10                  (5) facilities used for training; or
- 11                  (6) administration or finance that affects the viability of the training program.

12  
13 **Section 8.20.230 was amended, as follows:**

14  
15                   **Sec. 8.20.230. Diagnostic and Statistical Manual Practice Application.** This course, which shall be 12  
16 contact hours, will provide

17                   (a) foundational information about:

- 18                   (1) the philosophical and practice basis of evaluating behavioral health disorders using criteria  
19 contained in the *Diagnostic and Statistical Manual* (“DSM”);
- 20                   (2) the use of DSM-derived screening tools (~~e.g. Global Assessment of Function Scale (“GAF”),~~  
21 ~~Patient Health Questionnaire 9-Item Depression Module (“PHQ-9”) and Beck Depression Inventory (“BDI”)~~; to  
22 develop working impressions and contribute information to clinical diagnosis;

23                   (b) application exercises for practicing use of the DSM Axis I—V and related screening tools to  
24 develop working impressions and contribute information to clinical diagnosis; in case samples.

25                   (c) ~~information and exercises to develop an understanding and appreciation of the need for~~ analyze and  
26 discuss the need for and appropriate use of clinical supervision and consultation related to client evaluation.

27  
28 **January 25, 2018, one section, was amended, as follows:**

29  
30 **Section 5.30.010 was amended, as follows:**

31  
32                   **Sec. 5.30.010. Periodic Submissions and Reviews.** A CHA/P Training Center fully certified under section  
33 5.20.020 [full certification] shall submit a CHA/P Training Center Annual RAC Requirements Review Checklist  
34 each year and shall be subject to on-site reviews, upon reasonable notice, at the discretion of the Board, provided  
35 that an on-site review must occur no less often than once every five years. Such a CHA/P Training Center must  
36 notify the Board if a change in any of the following occurs:

- 37                   (1) the person responsible for coordination of the training within the center;
- 38                   (2) 50 percent or more of the staff within a three-month period;
- 39                   (3) Medical Advisor;
- 40                   (4) Major changes in methods of CHA/P Curriculum delivery to be submitted prior to implementation;
- 41                   (5) facilities used for training; or
- 42                   (6) administration or finance that affects the viability of the training program.