

The ADA Standards Committee on Dental Informatics (SCDI) develops informatics standards and technical reports to assist the dental profession with hardware and software selection, digital photography, interoperability, data security and more.



American Dental Association
www.ada.org

211 East Chicago Avenue
Chicago, Illinois 60611-2678



American Dental Association
www.ada.org

The ADA assists you with managing your electronic data and devices

Computerizing a dental practice requires informed decision-making. The various devices must be interoperable, with software that meets dentistry's special requirements. These specifications and technical reports, developed by the ADA Standards Committee on Dental Informatics (SCDI) and approved by the ADA Council on Dental Practice, are aimed at assisting dental offices and facilities of all types with purchasing and utilizing computer systems and other electronic devices such as digital photography and imaging systems.

Technical reports developed by the ADA SCDI address such topics as dental practice systems, clinical peripheral devices and software, electronic data interchange (EDI), interoperability, computer-based patient record interfaces and security of systems and data.

Each ADA standard and technical report is written by dedicated volunteer experts in a specific working group. These standards and technical reports are written to improve safety and health, create greater comparability and interoperability of products, enhance quality and reliability and more. The following pages provide in-depth information on selected specifications and technical reports.

Standards Available for Download

To view the full selection of ANSI/ADA specifications, ADA technical reports and ISO standards available, please visit www.adacatalog.org. All standards are available for purchase 24 hours a day, 7 days a week. Standards may be securely purchased and electronically downloaded for instant access or may be securely purchased in hard copy format and mailed.

Any questions regarding the purchasing of standards or the ADA SCDI should be made via e-mail to: standards@ada.org.

More information on the ADA SCDI, please visit: <http://sitiescape.ada.org/SCDI>.

Practice Management

ADA Technical Report No. 1004:

Clinical Software Performance for Dental Practice Software

Member: \$35 (Download) \$37 (Hard Copy)

Non-Member: \$53 (Download) \$56 (Hard Copy)

A checklist of features and functions helps the dentist determine specific requirements and their priorities. Characteristics of specific systems are then compared to these specific needs to rank the available choices. The report has also been updated to reflect increasing sophistication in the industry such as the charting interface of the clinical workstation. This specification will also be updated to reflect the growth of web-based systems (ASPs) and dental specialty requirements.

ADA Technical Report No. 1010:


Accounting Performance for Dental Information Systems

Member: \$45 (Download) \$47 (Hard Copy)

Non-Member: \$68 (Download) \$71 (Hard Copy)

This report consists of a Chart of Accounts for Computerized Dental Accounting Systems. The purpose of this report is to define the basic accounts used for dental accounting in the computer-based environment and propose guidelines for use in standards formation.

The Chart of Accounts for Computerized Dental Accounting Systems was developed to provide dentists with improved information on which to base management decisions and facilitate tax preparation. This chart of accounts is to aid in the dissemination of financial information to internal and external users.



ADA Standards Go Live!

- Standards available for purchase 24 hours a day, every day
- Standards may be purchased for electronic download or mailed in hard copy format
- Competitive pricing

www.adacatalog.org

Interoperability of Digital Radiographic Systems

ADA Technical Report No. 1023:

Implementation Requirements for DICOM in Dentistry

Member: \$35 (Download) \$37 (Hard Copy)

Non-Member: \$53 (Download) \$56 (Hard Copy)

The intention of this report is to provide a technical specification based on the DICOM standard as it applies to dentistry with the goal of increasing interoperability between digital radiographic systems. The standard covers different functions, each of which can be use in various combinations.

This report introduces the basic DICOM functional profiles that may be present in a dental digital radiographic imaging system: Removable Media, Network Storage and Retrieval and Modality Worklist. The report further provides several clinical use case scenarios for the implementation of DICOM in dentistry.

ADA Technical Report No. 1029:

Digital Photography

Member: \$55 (Download) \$58 (Hard Copy)

Non-Member: \$83 (Download) \$87 (Hard Copy)

The focus of this Technical Report is to provide basic information on the use of digital photography in dentistry and to help facilitate

- 1) The appropriate selection of the necessary equipment
- 2) Consistent communication between concerned parties with and interoperability of digital images and the information the contained therein.

The information provided will address the digital imaging needs of the various dental specialties, the general dental practitioner, other health care providers, the patient and any interested third parties such as insurance carriers, prosthetic and pathology laboratories.

Identification and Security

ADA Technical Report No. 1017:

Administrative Procedures and their Application in Dentistry

Member: \$45 (Download) \$47 (Hard Copy)

Non-Member: \$68 (Download) \$71 (Hard Copy)

These guidelines provide a tool for developing policies, procedures, and best practices to assist the dentist in establishing security and privacy. The report provides the dentist information on Administrative Procedures for Security and how they apply to dentistry to provide for policies, procedures and practices dealing with the behavioral side of the security and privacy standards. These guidelines recommend health information security and privacy mechanisms and strategies.

Congress mandated security and privacy rules as part of the HIPAA legislation. This occurred because storing and transmitting protected health information in an electronic format exposes it to risks that do not exist, or are lessened, when health information is in paper form. The development and implementation of administrative procedures are necessary to meet the requirements of privacy.

ADA Technical Report No. 1018:

Technical Security Mechanisms and Their Application to Dentistry

Member: \$35 (Download) \$37 (Hard Copy)

Non-Member: \$53 (Download) \$56 (Hard Copy)

This report discusses requirements for small practices to ensure transmission security to protect the integrity of data sent over the Internet and to authenticate the data received. Practitioners need to understand exactly the specific requirements to provide security and how to address each requirement.

Security for the protection of electronic protective health information (PHI) provides an entity flexibility to adopt and implement measures that are appropriate for that particular entity. This means that a small practice will not need to take the same measures to comply with the security of this information as will a large practice, clinic or hospital.

**ADA Technical Report No. 1019:
Technical Security Services and Applications to Dentistry**

Member: \$55 (Download) \$58 (Hard Copy)
Non-Member: \$83 (Download) \$87 (Hard Copy)

The scope of this report is to focus on requirements for meeting the challenge of maintaining privacy and security of Individually Identifiable Health Information using Technical Security Services.

Securing health care information in a reasonable and scalable manner can be achieved by applying policies and procedures designed to cover four major areas of information management. These areas are Administrative Procedures, Physical Safeguards, Technical Security Services and Technical Security Mechanisms.

**ADA Technical Report No. 1020:
Physical Safeguards and Applications to Dentistry**

Member: \$45 (Download) \$47 (Hard Copy)
Non-Member: \$68 (Download) \$71 (Hard Copy)

This report provides the dentist information on physical safeguards to guard data integrity, privacy, confidentiality, and availability and how they apply to dentistry to provide for assigned security responsibility, media controls, physical access controls, and policy/guideline on workstation use, secure workstation location, and security awareness training.

**ADA Technical Report No. 1021:
Data Integrity, Redundancy, Storage and Accessibility**

Member: \$35 (Download) \$37 (Hard Copy)
Non-Member: \$53 (Download) \$56 (Hard Copy)

This report reviews options presently available to prevent data loss and corruption, maintain data integrity and restore and maintain access to data (backup); noting their effects on a dental facility's standard operating procedures. It also discusses appropriate contingency plans in emergency situations for recovery and authentication (verification) of the data as well as accessing the information.

**ADA Technical Report No. 1031:
Internet Security Issues for Dental Information Systems**

Member: \$45 (Download) \$47 (Hard Copy)
Non-Member: \$68 (Download) \$71 (Hard Copy)

The scope of this report is to create security awareness and education for the dental practitioner associated with a connection to the Internet. While the Internet has proven to be an effective means of communication, its vulnerability to interception raises issues of privacy, authentication and integrity of the communicated message. This report is intended to explain security concepts and the risks associated with the maintenance of data in storage and transit, and over an Internet connection.

Clinical

**ANSI/ADA Specification No. 1000:
Standard Clinical Architecture for the Structure
and Content of an Electronic Health Record**

Member: \$155 (Download) \$163 (Hard Copy)
Non-Member: \$233 (Download) \$245 (Hard Copy)

The first model-based standard clinical data architecture. It addresses the need for standardized electronic health data across the healthcare spectrum- from audiology to veterinary services. The Specification provides a blueprint for the logical architecture at the data level of health information systems.

**ADA Technical Report No. 1006:
Infection Control for Dental Information Systems**

Member: \$25 (Download) \$26 (Hard Copy)
Non-Member: \$38 (Download) \$40 (Hard Copy)

This report addresses infection control issues related to the devices and equipment used in dental informatics and is based on the existing infection control protocols related to dental patient care. Devices and equipment used in patient treatment areas should be designed or be able to be adapted to allow appropriate infection control protocols which prevent patient cross-contamination as well as the introduction of environmental infectious agents into the operative site.