



# **Greenville Technical College Dental Hygiene CDCA Candidate Handbook**

**Mailing Address:** P.O. Box 5616 Greenville, SC 29606 MS-1122  
**Physical Address (GPS):** 50 Skyview Drive Greenville, SC 29607

## Welcome to the Greenville Technical College Dental Programs

The faculty and staff of Greenville Technical College realize clinical boards are inherently stressful, especially when applicants are working in an unfamiliar clinic. It is our sincere hope that this handbook, which has been prepared to help assist dental hygiene candidates for the Commission on Dental Competency Assessments (CDCA) administered ADEX dental hygiene exam, will help make your time with us as smooth as possible. **If you have additional questions after reading this handbook, please contact us at [Renee.Nelson@gvltec.edu](mailto:Renee.Nelson@gvltec.edu)** or visit our website <http://www.gvltec.edu/dental/> for more information.

### TRAVEL and HOUSING ARRANGEMENTS

1. **Airline and Airport Information** <https://www.gspairport.com>
2. **Chauffeured Ground transportation & Rental cars** <https://www.gspairport.com/hire-ground-transportation/>
3. **Driving Instructions** [https://www.google.com/search?source=hp&ei=VDteWr-dKc7q\\_AaC0LnwDw&q=50+Skyview+Drive%2C+Greenville%2C+SC&oq=50+Skyview&gs\\_l=psy-ab.1.2.0l2j38l2j0i22i30k1l5j38.2913.5711.0.8757.10.10.0.0.0.570.1378.3-1j1j1.3.0....0...1c.1.64.psy-ab..7.3.1378...0i131k1.0.gfPKXtIL-38](https://www.google.com/search?source=hp&ei=VDteWr-dKc7q_AaC0LnwDw&q=50+Skyview+Drive%2C+Greenville%2C+SC&oq=50+Skyview&gs_l=psy-ab.1.2.0l2j38l2j0i22i30k1l5j38.2913.5711.0.8757.10.10.0.0.0.570.1378.3-1j1j1.3.0....0...1c.1.64.psy-ab..7.3.1378...0i131k1.0.gfPKXtIL-38)  
Directions and maps follow.
4. **Hotel/Motel Accommodations**  
Reservations should be made directly with hotels/motels accommodations located close to the school are listed below. Candidates should call for rates.  
[https://www.expedia.com/Greenville-Hotels.d1388.Travel-Guide-Hotels?regionId=1388&langid=1033&kword=ZZZZ.4810001751670.71679e6d-254d-1c68-63b1-0000674fdaed&semcid=us.ub.google.dl-c-en.hotel&semddl=a1970499404.b151852026527.d1239409803918.e1c.f11t2.g1kwd-300636155935.h1e.i1.j19010604.k1.l1g.m1.n1&gclid=EAiaIQobChMI\\_9GXicKC2QIVxyOBCh0MwA8fEAAYAAEgJ8x\\_D\\_BwE](https://www.expedia.com/Greenville-Hotels.d1388.Travel-Guide-Hotels?regionId=1388&langid=1033&kword=ZZZZ.4810001751670.71679e6d-254d-1c68-63b1-0000674fdaed&semcid=us.ub.google.dl-c-en.hotel&semddl=a1970499404.b151852026527.d1239409803918.e1c.f11t2.g1kwd-300636155935.h1e.i1.j19010604.k1.l1g.m1.n1&gclid=EAiaIQobChMI_9GXicKC2QIVxyOBCh0MwA8fEAAYAAEgJ8x_D_BwE)
5. **Gas/Food and ATM's**  
<https://www.mapquest.com/us/south-carolina/quiktrip-304824486>
6. **Greenville Technical College Parking**  
[http://www.gvltec.edu/Barton\\_interactive\\_map/](http://www.gvltec.edu/Barton_interactive_map/)

A parking map has been included in this candidate guide for your convenience. Permits are not required to park at Greenville Technical College during CDCA examination days and parking lot hours are 6:00 a.m. to 6:00 p.m. Vehicles left after hours on campus are subject to being towed.

## 7. Greenville Technical College Security

<http://www.gvltec.edu/police/>

### Greenville Technical College (GTC) Facility and Services

#### 1. Building and Access Hours:

The GTC building will open from 6:00 a.m. to 6:00 p.m. on examination days during the Commission of Dental Assessments (CDCA), unless otherwise requested by the CDCA.

Please note that **the day before the examinations begin**, the building and campus **will be closed to everyone** (including tours) for cleaning and pre-examination set-up.

#### 2. Food and Beverage Services:

GTC has no food, beverage, or cafeteria services for candidates or their patients. Candidates should inform their patients to eat before coming to the exam or candidates may choose to bring a small amount of food and beverage for their patients that the on-site **school coordinator can refrigerate and then retrieve for them** when it is needed. There are many gas stations, restaurants and fast food establishments located within one (1) mile of the campus if you wish to purchase food. However, **food or drink are not allowed in any areas** near the candidate clinics or check in desk during the examination.

#### 3. Registration and Identification Badges

Numbered badges issued to candidates (by CDCA usually at orientation) will serve as your I.D. throughout the examination. The badge must be worn at all times while in the building. Badges **must be turned in** at the completion of the examination(s) as a part of the checkout procedure with CDCA.

#### 4. Parking:

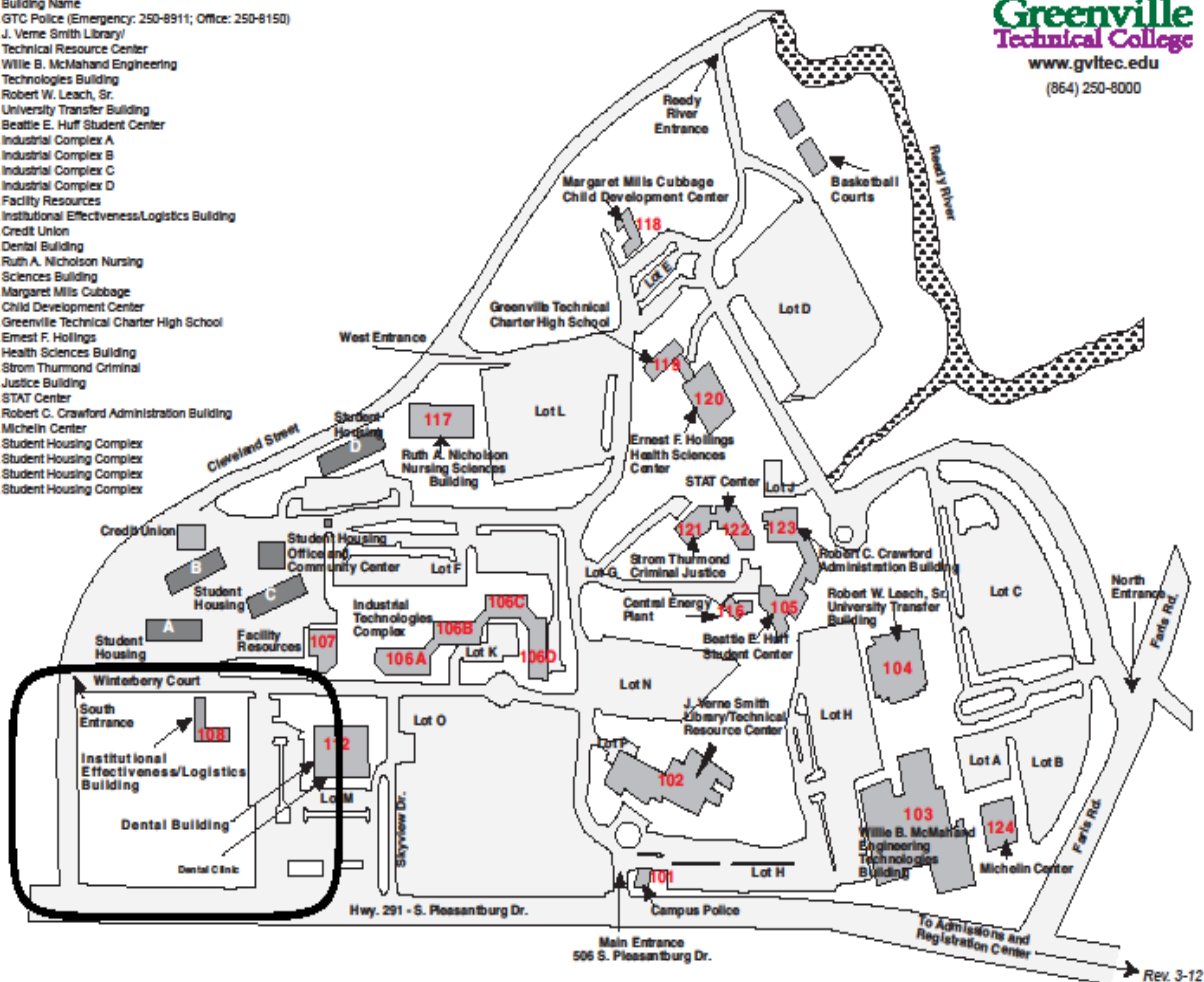
A parking map follows for your convenience.

# GREENVILLE TECHNICAL COLLEGE

Thomas E. Barton Campus (No. 100)



- Bldg. No. Building Name
- 101.....GTC Police (Emergency: 250-8911; Office: 250-8150)
- 102.....J. Verne Smith Library/  
Technical Resource Center
- 103.....Wille B. McMahan Engineering  
Technologies Building
- 104.....Robert W. Leach, Sr.  
University Transfer Building
- 105.....Beattie E. Huff Student Center
- 106A.....Industrial Complex A
- 106B.....Industrial Complex B
- 106C.....Industrial Complex C
- 106D.....Industrial Complex D
- 107.....Facility Resources
- 108.....Institutional Effectiveness/Logistics Building
- 111.....Credit Union
- 112.....Dental Building
- 117.....Ruth A. Nicholson Nursing  
Sciences Building
- 118.....Margaret Mills Cabbage  
Child Development Center
- 119.....Greenville Technical Charter High School
- 120.....Ernest F. Hollings  
Health Sciences Building
- 121.....Strom Thurmond Criminal  
Justice Building
- 122.....STAT Center
- 123.....Robert C. Crawford Administration Building
- 124.....Michelin Center
- A.....Student Housing Complex
- B.....Student Housing Complex
- C.....Student Housing Complex
- D.....Student Housing Complex



## Preparing for the Clinical Phase of the Examination

Candidates will be using the Greenville Technical College Dental Clinic. Each candidate will be assigned a numbered operator that corresponds to his or her numbered I.D. badge issued at orientation. Each operator is equipped with one dental chair, one delivery unit equipped with air/water syringe, and one operator's stool. All equipment malfunctions that take place during the examination should be immediately reported to the Greenville Technical College Site Clinical Coordinator.

## Emergency Equipment and Preparedness for Medical Emergency

All candidates should familiarize themselves with the location of the oxygen/emergency cart (medical emergency kit) and the first aid kit. During the examination, the emergency cart/first aid kit and the AED are located on the main floor in the clinic specifically in the central sterilization area.

## During the Board

### 1. Handpiece and Propy Angle Hookups.

Greenville Technical College Provides the standard slow speed Handpiece connection and disposable prophylaxis angle.

### 2. Sonic/Ultrasonic Devices.

All operatories are equipped to operate the ultrasonic devices listed/pictured below. The air pressure to each operatory chair and all the Handpieces are factory set at approximately 35 to 50 psi. Please ensure that your devices will operate effectively within these parameters.

If you prefer to bring your own ultrasonic scaling unit, please familiarize yourself with the dental chairs and hook-up/connection features outlined in this section of the guide. Please note the single water hook-up/connection picture below for all ultrasonic scaling units. The water hook-up is a standard ADEC hook up (please see the picture below of the 8.0 Water Tubing with ¼ Male non shut off quick release attachment or visit [www.autoscaler.com](http://www.autoscaler.com) for manufacturers unit specifications and limitations). All water is supplied from a pressurized bottle on the unit.



Greenville Technical College features Magnetostrictive ultrasonic scaling units with a 30K lavage knob for lavage control/adjustment. The lavage knob accepts Dentsply® Cavitron® Brand/Type 30K ultrasonic inserts. If you are still in doubt about what types of tips to obtain Greenville Technical College commonly uses the Cavitron THINsert 30K CTI-10S (Reorder 81551), the Slim LINE 30K FSI-SLI-10S (Reorder 80395), and the Powerline 30K. **Note: All Greenville Technical College Ultrasonic Scalers are available for candidate use can be provided at a \$50 rental fee.** Please familiarize yourself with the application, limitations, and restrictions of this technology before you arrive to the examination site.

- All ultrasonic units supplied for candidates by Greenville Technical College are provided “as is” and are in a “used” condition. Every effort has been made to ensure that rentals are in good working order; however, due to their “used” condition performance expectations may vary from unit to unit. Tips/inserts for all available with the ultrasonic units (along with gaskets for tips/inserts) at Greenville Technical College and are available for rental fee of \$50.

### 3. Personnel Protective Equipment

- i. Appropriate protective equipment (which includes disposable gowns) is provided/available by Greenville Technical College (one per day free of charge)
- ii. Disposable gloves, masks, and gowns will be available on the clinic floor free of charge during the examinations.
- iii. Candidates must provide their own OSHA-acceptable protective glasses and should also provide protective glasses for their patients. Please note that Greenville Technical College does not provide disposable side shields for glasses.

*THE GREENVILLE TECHNICAL COLLEGE DENTAL CLINIC ASSUMES NO RESPONSIBILITY OR LIABILITY FOR CANDIDATES WHO BRING DENTAL/DENTAL HYGIENE INSTRUMENTS, ULTRASONIC SCALERS, OR OTHER PERSONAL EFFECTS/ITEMS ONTO CAMPUS. THIS POLICY ALSO INCLUDES ITEMS THAT MAY BE LOST, BROKEN, STOLEN, OR DAMAGED, (OR THAT ARE NOT RETRIVED **WITHIN FIVE DAYS AFTER THE CLOSING OF THE EXAMINATION**). PLEASE ARRANGE TO HAVE YOUR ITEMS PICKED UP.*

### 3. Disposable Items:

All of the following items are expendable materials and are provided free of charge by Greenville Technical College to all candidates.

- |                              |                                    |                                      |
|------------------------------|------------------------------------|--------------------------------------|
| • Surface disinfection wipes | • Non-latex gloves (S-XL)          | • Sanitizing materials               |
| • Barrier materials & tape   | • Air water syringe tips (plastic) | • Oral pre-rinse & cups              |
| • Bracket tray covers        | • Facial tissue                    | • Disposable needle stick protectors |
| • Red biohazard bags         | • Patient napkins                  | • Cotton swab (tip applicators)      |
| • Headrest covers            | • Standard saliva ejectors         | • Antimicrobial mouthwash            |
| • Barrier tape (roll)        | • Face masks                       | • Autoclave bags (S-L)               |
| • Tray covers/Barriers       | • Cotton rolls                     | • Drinking cups (small)              |
| • Styrofoam instrument trays | • Soap (liquid)                    | • Topical anesthetic(s)              |
| • Over gloves                | • 2 x 2 gauze squares              | • Local Anesthetics*                 |
| • HVE Tips                   | • Paper towels                     | • 30 gauge short needles             |
| • Disposable bib clips       | • Prophylaxis paste                | • 27 gauge long needles              |

### **Disposable Air/Water Syringe Tips and Bite Blocks**

Greenville Technical College provides and uses disposable air/water syringe tips for the examination.

### 4. Other Limitations

No instrument sharpening services for dental hygiene instruments are available at Greenville Technical College before, during, or after the examination(s). If a candidate experiences a broken tip on one or more of their instruments during the examination Greenville Technical College does NOT have replacement instruments to loan/sell to candidates, so please come prepared accordingly. As reminder candidates should not bring cell phones, notes, or PED's to the examination. Items left behind after a candidate's exam is completed may not be returned. Greenville Technical College will make every effort to remind candidates not to leave instruments and other items behind when they leave as Greenville Technical College will not mail ANY items left behind. If candidates request any help from the Greenville Technical College School Coordinator or staff we will be happy to help, however the candidate assumes all responsibility for any help or attempted assistance given. Inadvertent damage or perceived damage to any personal items, instruments, ultrasonics, or other items that the candidate is seeking help with is the sole responsibility of the candidate.

- **Site fee per candidate: \$100.00**
- **Cavitron Rental with tip: \$50**
- **Payable the morning of the board – cashier's check or money order payable to Greenville Technical College**

#### **EXAM ROOM ASSIGNMENTS**

*(NOTE: See official CDCA documents for days, dates, and times)*

We hope that this guide has been helpful and that your examination experience at Greenville Technical College will be a pleasant one. If there are any errors (incorrect phone numbers, addresses, etc.) in this guide please contact us (Greenville Technical College) and we will attempt to update this guide as soon as possible. Please email all corrections to [Renee.Nelson@gvltec.edu](mailto:Renee.Nelson@gvltec.edu) .

Good luck on your examination!