



The University of Bridgeport Fones School of Dental Hygiene CDCA Dental Hygiene Candidate Handbook

University of Bridgeport
Fones School of Dental Hygiene
Health Sciences Center
60 Lafayette St.
Bridgeport, CT 06604

Welcome to the University of Bridgeport, Fones School of Dental Hygiene!!

Dear Prospective Student,

Welcome to our school!

The faculty and staff of the Fones School of Dental Hygiene 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 visit our website at (<https://www.bridgeport.edu/academics/schools-colleges/fones-school-dental-hygiene>) for more information.

The Fones School of Dental Hygiene is located in Bridgeport, Connecticut.

TRAVEL and HOUSING ARRANGEMENTS

Local Accommodations:

Holiday Inn 1070 Main Street Bridgeport, CT 06604 (203) 334-1234	Spring Hill Suites 50 Rowe Avenue Milford, CT (203) 283-0200
Marriott Hotel Suites 180 Hawley Lane Trumbull, CT (203) 378-1400	Residence Inn by Marriott 1001 Bridgeport Avenue Shelton, CT (203) 926-9000

All candidates participating in the CDCA Clinical Manikin Examination at this site are assessed at a \$75.00 facility fee. This fee will be collected prior to the start of the exam. A personal check is acceptable. In addition to the facility fee, all candidates who plan on utilizing a ultrasonic/powered scaler and low speed hand pieces belonging to the Fones Dental Hygiene Clinic must leave a \$400.00 security deposit (personal check accepted) which will be returned to the candidate upon returning the equipment in acceptable condition. All equipment procured from the dispensing area must be returned immediately at the conclusion of the examination.

Candidates are responsible for providing their own safety glasses, and instruments. Gowns are provided for use. Consumable products necessary for the exam including gloves, masks, saliva ejectors, prophylaxis paste, disposable prophylaxis angles, dental floss, gauze, as this is a manikin exam

barriers are not necessary but available. At this time, masks must be worn in the building at all times.

Parking is available in the various parking lots and on the streets throughout the campus.

1. Airports are located in Windsor Locks, CT, White Plains, LaGuardia or JFK in New York. Bradley International Airport is located at: www.bradleyairport.com

2. Chauffeured Ground transportation

Transportation via van, limousine, or bus is available from the airport.

Rental Car Information

Rental Cars- Please visit the various rental sites:

- Alamo
- Avis
- Dollar
- National
- Enterprise

3. Driving Instructions

Directions and maps follow: <https://www.bridgeport.edu/visit>

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.

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5. Parking and further information about our campus and <https://www.bridgeport.edu/visit>

All candidates and their patients should enter through the main entrance of the Health Sciences Building located at 60 Lafayette Street, Bridgeport, Connecticut.

6. University of Bridgeport Fones School of Dental Hygiene and Security

Please visit our site at: <https://www.bridgeport.edu/student-life/student-services/campus-safety>

University of Bridgeport Facility and Services

1. Building and Access Hours:

1. The Health Sciences 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:

No food options in the Health Sciences building, however, food may be purchased at vendors located on campus or in the nearby vicinity. Candidates should eat before coming to the exam or candidates may choose to bring a small amount of food and beverage 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.

Preparing for the Clinical Phase of the Examination

Candidates will be using the Fones School of Dental Hygiene clinic for a manikin exam. Manikins are provided by CDCA. Each candidate will be assigned a numbered operator that corresponds to his or her numbered I.D. badge issued at orientation, along with an arch for testing. 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 Fones School Site Coordinator Adriana Fields, 203-576-4139 or Director Marion Manski, 203-576-4815.

During the Board Examination

1. Handpiece and Propy Angle Hookups.

Fones School of Dental Hygiene will supply you with our own handpieces and propy angles. You do NOT need to bring your own.

2. Ultrasonic Devices.

All operatories are equipped to operate the ultrasonic devices piezo and magnetostrictive depending on which chair assigned. 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.

- Fones features magnetostrictive and piezo ultrasonic scaling units with a 30K lavage knob for lavage control/adjustment. The lavage knob accepts Dentsply® Cavitron® Brand/Type 30K TFI, P, SLI, and FSI ultrasonic inserts. If you are still in doubt about what types of tips to obtain ADD SCHOOL NAME HERE commonly uses the Cavitron THINsert 30K CTI-10S (Reorder 81551), the SlimLINE 30K FSI-SLI-10S (Reorder 80395), and the PowerLINE 30K FSI-PWR-1000 (Reorder 80799). **Note: All Fones School of Dental Hygiene Ultrasonic Scalers available for candidate use provided for free. We utilize magnetostrictive and piezo technology.** 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 Fones 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.

3. Infection Control/Asepsis Requirements

a. Surface Asepsis

- i. Handles of the unit light, and chair head and chair controls must be covered with either clear plastic barriers.
- ii. The patient chair, dental unit, counter tops, and operator stool should be disinfected with disinfectant wipes.
- iii. Disinfectant wipes, plastic/barrier headrest covers and plastic/barrier wrap are provided by Fones for all candidates free of charge.
- iv. The manikin head shall be disinfected with the provided wipes before leaving the operatory.
- v. Disposable plastic over gloves are available (free of charge) for candidates upon request.
- vi. Universal infection control guidelines and Personal Protective Equipment (P.P.E.) and guidelines should be observed during the CDCA exam. This includes standard OSHA standards and guidelines. As this is a manikin exam, an N95 is not required. Gown, Loupes, and a level 3 mask are

mandatory. If you wish to wear a surgical cap, faceshield and N95 you may do so and bring to the exam.

b. Personnel Protective Equipment

- i. Appropriate protective equipment (which includes disposable gowns) is provided/available by Fones (one per day free of charge) and must be worn in the clinical manikin examination.
- ii. Disposable gloves, masks, and gowns will be available on the clinic floor free of charge during the examinations.
- iii. Candidates are responsible for providing their own safety glasses, and instruments, gowns are provided for use. Consumable products necessary for the exam including gloves, masks, saliva ejectors, prophylactic paste, disposable prophylactic angles and gauze, all barriers are also provided to the candidate.

c. Sterilization

- i. Instruments should arrive with the candidate as sterile, even though it is a manikin examination. Instruments and handpieces can be processed and run through a steam sterilizer after your examinations free of charge for candidates requesting this service from Fones. All instruments should be wiped down and clean of visible debris before being brought to the central sterilization drop-off area. Submitted candidate instruments should be placed in a sealed sterilization bag within a closed stainless-steel instrument cassette or simply bagged by the candidate for sterilization. Stainless steel instrument cassettes submitted to Fones for sterilization should be able to fit comfortably within a 7 ½ W x 13 L disposable self-seal sterilization pouch. Hand sterilization bags provided to candidates by Fones are no larger than 7 ½ W x 13 L. Candidates may request extra-large autoclave bags (13 x 20) if needed. All submitted instruments/items for sterilization should be clearly marked with the candidate's CDCA identification number **only**. To ensure all candidates' anonymity all instruments used in the exam should not be marked with candidate names or initials or other identifying markings. Instruments submitted for sterilization will be processed/sterilized with a minimum required turnaround time of three hours. All items submitted to be sterilized **must be picked up from Fones** to use the sterilization services provided by Fones; the candidate assumes all liability for lost or damaged items submitted.
- ii. The time that instruments can be retrieved depends on the length of time necessary for processing and sterilization, as well as the number of other candidate's instruments. The shortest amount of time in which instruments can be processed is **approximately three hours**. The Clinical Administrator, Ms. Andrea Fuica, will provide you an estimated time after

which you may pick up the sterilized instruments. Please do not submit any materials or instruments that may be damaged during the sterilization process.

*THE FONES SCHOOL OF DENTAL HYGIENE 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 RETRIEVED **WITHIN FIVE DAYS AFTER THE CLOSING OF THE EXAMINATION**). PLEASE ARRANGE TO HAVE YOUR ITEMS PICKED UP.*

4. Disposable Items:

All of the following items are expendable materials and are provided free of charge by Fones to all candidates. Note many items will not be needed for the manikin examination.

- Surface disinfection wipes
- Barrier materials & tape
- Bracket tray covers
- Red biohazard bags
- Headrest covers
- Barrier tape (roll)
- Tray covers/Barriers
- Styrofoam instrument trays
- 2 x 2 gauze squares
- HVE Tips
- Disposable bib clips
- Non-latex gloves (S-XL)
- Air water syringe tips (plastic)
- Facial tissue
- Patient napkins
- Standard saliva ejectors
- Face masks (Level III for manikin)
- Cotton rolls
- Soap (liquid)
- Paper towels
- Prophylaxis paste
- Sanitizing materials
- Oral pre-rinse & cups
- Disposable needle stick protectors
- Cotton swab (tip applicators)
- Antimicrobial mouthwash
- Autoclave bags (S-L)
- Drinking cups (small)
- Overgloves

Disposable Air/Water Syringe Tips

Fones provides and uses disposable air/water syringe tips for the examination. If you prefer metal air/water syringe tips you should plan accordingly and bring them to the exam with you as Fones School of Dental Hygiene does not provide them.

5. Other Limitations

If a candidate experiences a broken tip on one or more of their instruments during the examination Fones does **NOT** have replacement instruments to loan/sell to candidates, so please come prepared accordingly. As a reminder candidates should not bring cell phones, notes, or I to the examination. Items left behind after a candidate's exam is completed may not be returned. Fones will make every effort to remind candidates not to leave instruments and other items behind when they leave as Fones will not mail ANY items left behind. If candidates request any help from the 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.

We hope that this guide has been helpful and that your examination experiences at The University of Bridgeport Fones School of Dental Hygiene. Please email all correspondence to Director Marion Manski, MS, RDH, mmanski@bridgeport.edu . Good luck on your examination!

Best regards,

Adriana Fields, MHA, RDH

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Second Year Clinical Coordinator
CDCA Coordinator

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Marion C. Manski, MS, RDH

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