



**Owens Community College Dental Hygiene
Program
CDCA Dental Hygiene Candidate Handbook
2022 Manikin Exam**

Owens State Community College

Visiting Address

30335 Oregon Road
Perrysburg, OH 43551

Mailing Address

P.O. Box 10,000
Toledo, Ohio 43699-1947

Welcome to the Owens Community College

The faculty and staff of the Owens Community 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**, visit our website (www.owens.edu) for more information.

Owens Community College is located 30335 Oregon Road, Perrysburg, OH 43551.

TRAVEL and HOUSING ARRANGEMENTS

FACILITY FEE is \$75 SEND PAYMENT TO:

**Owens Community College P.O. Box 10,000
Toledo, Ohio 43699-1947**

Owens Community College has a \$150 site fee to help defray the cost of materials and supplies and equipment used during the examination. This fee is required of all candidates not currently enrolled at Owens Community College and must be received two weeks prior to the examination. A security deposit of \$200.00 must be received prior to the examination if a candidate wishes to borrow a prophylaxis handpiece. **A security deposit of \$250** must be received prior to the exam if a candidate wishes to borrow an ultrasonic unit. The security deposit will be returned when the handpiece/ultrasonic unit is returned in its original condition. Credit/debit cards are not accepted. All checks can be made payable to Owens Community College. Send checks to Owens Community College, PO Box 10,000, Toledo, Ohio 43699.

1. Airline and Airport Information

Toledo Express Airport <http://www.toledoexpress.com/> (16.7 miles)

Alegiant

American Airlines

Detroit Metro Airport <http://www.metroairport.com/> (54.8 miles)

Most airlines, check via website information

2. Chauffeured Ground transportation

Check the Airport website for Ground Transportation information.

Rental Car Information

Rental Cars

Alamo/Enterprise /National

Avis/Budget

Hertz

3. Driving Instructions

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.

Hampton Inn Toledo/Perrysburg

Address: 6165 Levis Commons Blvd, Perrysburg, OH 43551

Phone: (419) 873-0700

Courtyards by Marriot Toledo Rossford/Perrysburg

Address: 9789 Clark Dr, Rossford, OH 43460

Phone: (419) 872-5636

5. Gas/Food and ATM's

Restaurants:

Chili's Grill & Bar

Bar & Grill

9886 Olde US 20

(419) 873-0696

Wendy's (3 miles)

1003 Buck Rd

(419) 661-1020

Arby's (3.5 miles)

Northwood, OH

(419) 666-3333

6. OWENS COMMUNITY COLLEGE Parking

A parking map has been included in this candidate guide for your convenience. Please note that all candidates and patients may park in any parking spaces located in the Lot E or Lot F at Owens Community College. All candidates and their patients should enter through the main entrance of the building accessible from the east lot parking or the side entrance from the north lot. Permits are not required to park at Owens Community 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. Owens Community College Security

Owens Community College is a small campus and does have an on-campus police force for the dates of the examinations. You can contact the Department of Public Safety at 567-661-7575.

Driving Directions

Driving directions to the Toledo-area Campus

From southbound I-75:

Take I-75 South to Exit 198-Wales Road. Travel east on Wales Road and turn right onto Oregon Road (first intersection). You will go through three traffic lights. At the first stop sign, turn right. Stay to the right when the road forks. Park in the parking lot to your left. This is the closest lot to the entrance of College Hall. The Admissions Office is on the first floor. Signs posted inside the building should lead you directly to the office.

Detroit Airport: From northbound I-75:

Take I-75 North to Exit 198-Wales Road. Travel east on Wales Road and turn right onto Oregon Road (first intersection). You will go through three traffic lights. At the first stop sign, turn right. Stay to the right when the road forks. Park in the parking lot to your left. This is the closest lot to the entrance of College Hall. The Admissions Office is on the first floor. Signs posted inside the building should lead you directly to the office.

Toledo Airport: From the Ohio Turnpike:

Take the Ohio Turnpike to Exit 64, where it intersects with Interstate 75. Exit the turnpike heading north on I-75. Then follow the northbound I-75 directions above.



Owens Community College Facility and Services

1. Building and Access Hours:

The Owens Community College 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:

Owens Community College has no food, beverage, or cafeteria services for candidates or their patients. 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:

Parking is FREE. A parking map follows for your convenience. See the last page for the campus map. https://www.owens.edu/about_owens/toledocampus.pdf

Preparing for the Clinical Phase of the Examination

Candidates will be using the Owens Community College Dental Hygiene Clinic. Each candidate will be assigned a numbered operatory that corresponds to numbered I.D. badge issued at orientation. Each operatory 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 Owens Community College Site Coordinator.

Emergency Equipment and Preparedness for Medical Emergency

All candidates should familiarize themselves with the location of the oxygen tanks which are located in the instructor bay cabinets labeled Oxygen and the Orange medical emergency kit found in the dispensary under the counter. During the examination, the emergency kit is found in the clinic dispensary under the counter and the AED is located on the main floor across from the elevators (See CDCA Floor Plan). **In the event of an emergency, the procedure is:**

- STAY WITH THE INDIVIDUAL NEEDING ASSISTANCE; verbally notify the CDCA Floor Assistant, School Coordinator or Chief Examiner of the emergency.

- Make sure someone calls the local 9-1-1 (notify EMS).
- Administer oxygen (O₂) from the green oxygen cylinder located next to the medical emergency kit.
- Administer Basic Life Support (BLS) until EMS arrive.



Location of Oxygen tank



Door opens for easy access to oxygen tank

Emergency Supplies are found under the counter in the Dispensary.
The Emergency Medical Kit is White



During the Board

1. Handpiece and Prophy Angle Hookups.

Owens Community College CONNCECTION TYPES: Standard 4-hole hook-ups.



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.

Please familiarize yourself with the dental chairs and hook-up/connection features outlined in this section of the guide. Candidates must supply their own Cavitron unit. 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 for manufacturers unit specifications and limitations). All units have a closed water bottle system with water treated with Citrisil tablets.



3. Infection Control/Asepsis Requirements

a. Surface Asepsis

- i. Handles of the unit light, radiographic tube heads, and chair head and chair controls must be covered with either clear plastic barrier wrap.
- 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 Owens Community College for all candidates free of charge.

- iv. Disposable plastic overgloves are available (free of charge) for candidates upon request.
 - v. Candidates must furnish their own sturdy utility gloves (nitrile preferred) to be worn when handling or packaging dirty instruments through (or to and from) the candidate clinic area.
 - vi. Universal infection control guidelines and Personal Protective Equipment (P.P.E.) and guidelines should be observed during the CDCA exam at Owens Community College. This includes standard OSHA standards and guidelines.

b. Personnel Protective Equipment

- i. Appropriate protective equipment (which includes disposable gowns) is provided/available by Owens Community College (one per day free of charge) and must be worn in all occupational exposure situations.
- 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 or loupes. Please note that Owens Community College does not provide disposable side shields for glasses.

c. Hazardous Waste

- i. Any blood/saliva soaked waste is considered hazardous and should be disposed of in the available/provided (red) biohazard bags.
- ii. Sharps: All needles, anesthetic cartridges, and any potential sharps are to be placed in the red plastic sharps containers located throughout the Owens Community College clinic.



d. Sterilization for SIM PRO DH Exam

- i. Candidates will need to provide a sterilization pouch or Rubbermaid container to transport instruments/handpieces back home. Stainless steel

cassettes are encouraged. Owens Community College will not lube, wipe down, scrub, ultrasonic, or wash instruments either inside or outside of cassettes. All instruments should be wiped down and clean of visible debris before being placed in the sterilization pouch or Rubbermaid container before leaving the clinical area.

*THE OWENS COMMUNITY COLLEGE 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 Owens Community College to all candidates.

- Surface disinfection wipes
- Barrier materials & tape
- Bracket tray covers
- Red biohazard bags
- Chair covers
- Barrier tape (roll)
- Tray covers/Barriers
- Soap (liquid)
- Paper towels
- HVE Tips
- Exam gloves (S-L)
- 2 x 2 gauze squares
- Air water syringe tips (plastic)
- Facial tissue
- Patient napkins
- Standard saliva ejectors
- Face masks
- Cotton rolls
- Sanitizing materials
- Cotton swab (tip applicators)
- Autoclave bags (S-L)
- Disposable cups

Disposable Air/Water Syringe Tips

Owens Community College 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 Owens Community College does not provide them.

5. Other Limitations

No instrument sharpening services for dental hygiene instruments are available at Owens Community 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 Owens Community College does **NOT** have replacement instruments to loan/sell to candidates, so please come prepared accordingly. Owens Community College will make every effort to remind candidates not to leave instruments and other items behind when they leave as Owens

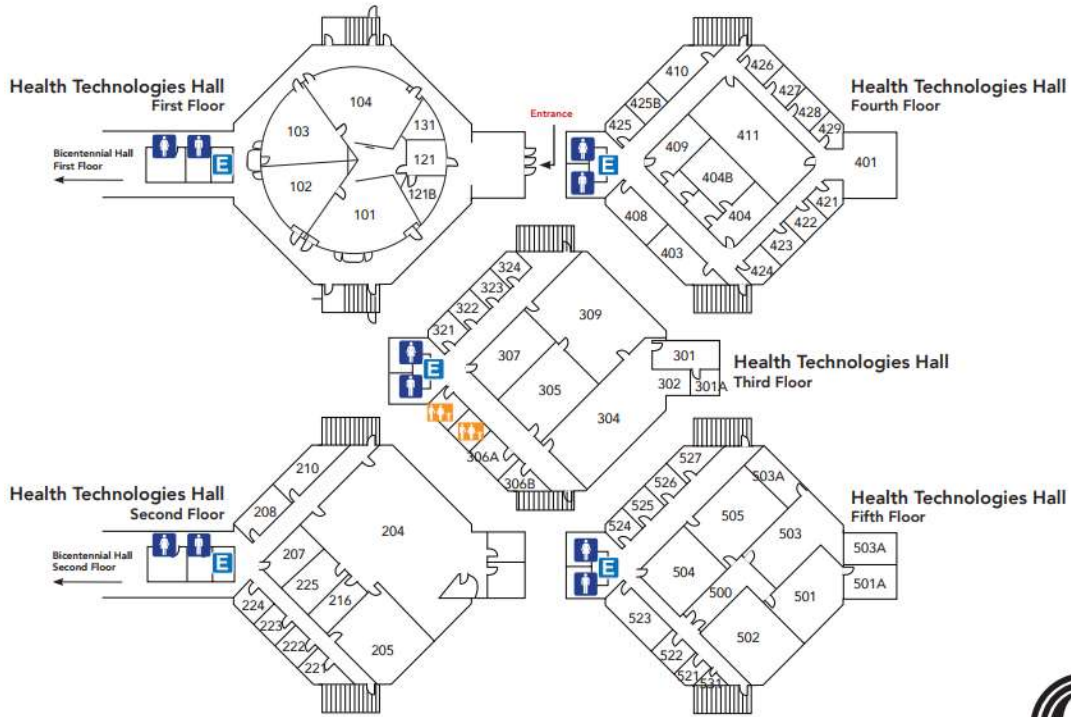
Community College will not mail ANY items left behind. If candidates request any help from the Owens Community College School Coordinator or staff we will be happy to help, however the candidate assumes all responsibility for any help or attempted assistance given. Inadvertent damage or perceived damage to any personal items, instruments, ultrasonics, or other items that the candidate is seeking help with is the sole responsibility of the candidate. Owens Community College does not rent ultrasonics or ultrasonic tips.

EXAM ROOM ASSIGNMENTS

***(NOTE: See official CDCA documents for days, dates, and times
See Owens Community College Floor Plan on following page for Locations)***



Health Technologies Hall

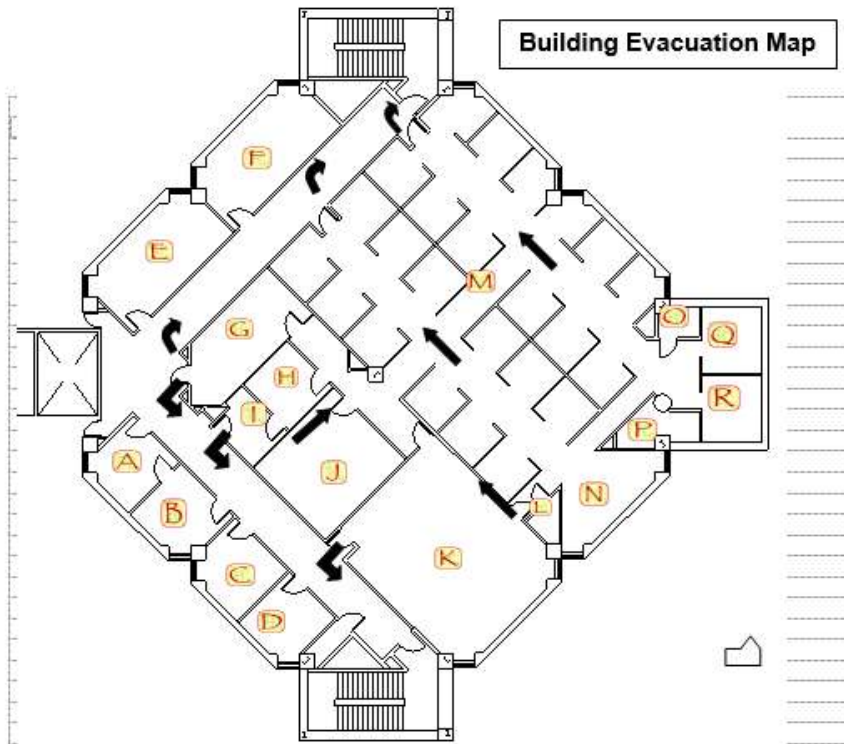


- Gender Neutral/Family Restroom
- Women's Restroom
- Men's Restroom
- Elevator

Rev. 2/2013



**Health Technologies Second Floor- Dental Clinic HT 209
Reception area HT 207, Dental Department Office HT 224**

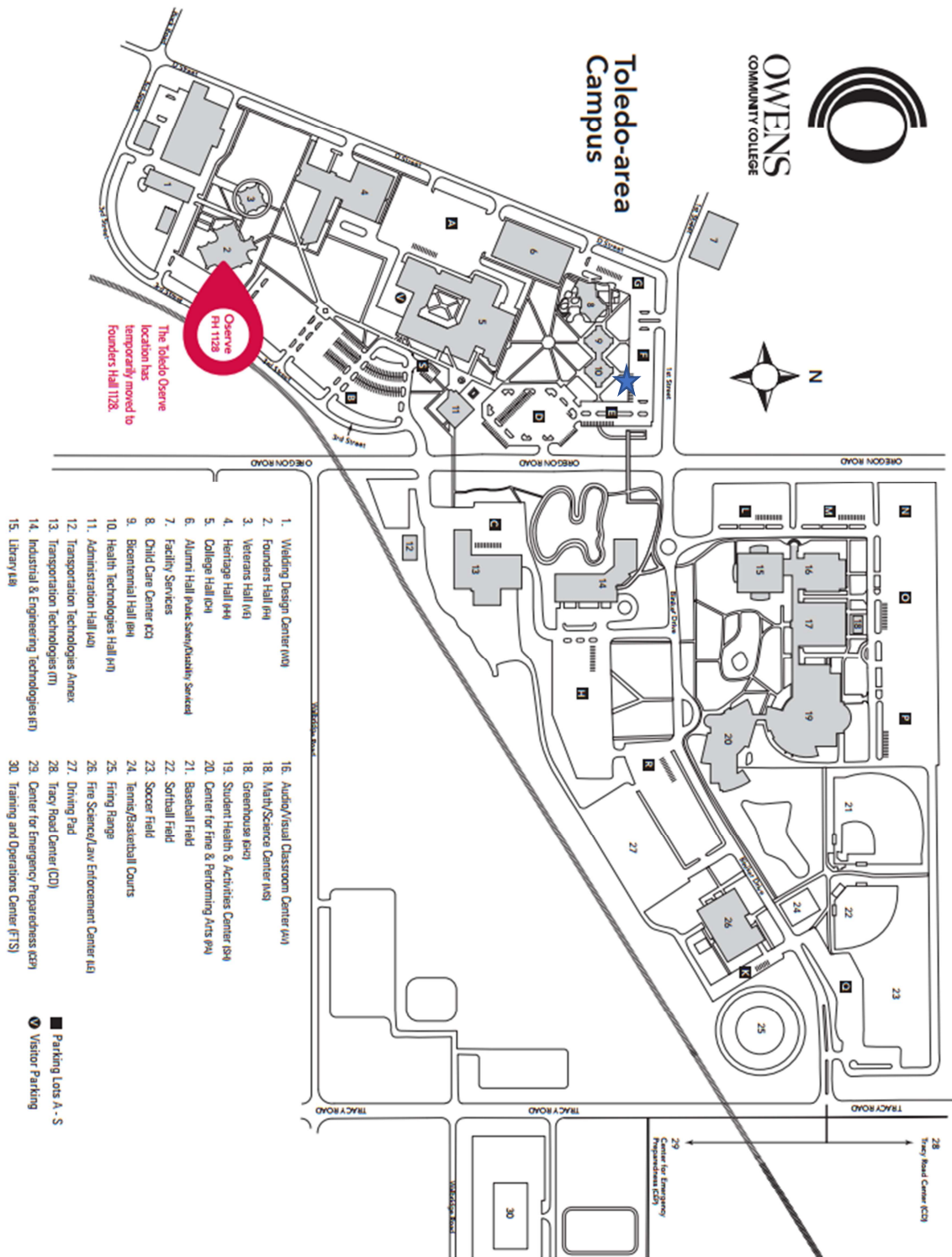


Room	Sq. Ft.	Room	Sq. Ft.
A	Office 125.6	J	Sterilization Room 319.8
B	Office 137.7	K	Dental Lab 773.1
C	Office 137.7	L	Storage 29.2
D	Office 125.6	M	Dental Clinic 2,597.9
E	Conference Room 267.9	N	Dental Clinic 173.1
F	Locker Room 278.7	O	Storage 33.7
G	Waiting Room 239.7	P	Dark Room 75.4
H	Office 110.7	Q	Dental Radiology 110.1
I	Chart Room 83.7	R	Dental Radiology 110.1

Tornado Shelter:
1st Floor HT tiered classrooms. Stay away from window areas.

We hope that this guide has been helpful and that your examination experience at Owens Community College will be a pleasant one. If there are any errors (incorrect phone numbers, addresses, etc.) in this guide please contact Owens Community College and we will attempt to update this guide as soon as possible. Please email all corrections to elizabeth_tronolone@owens.edu . Good luck on your examination!

Health Technologies Hall is building #10 on Campus Map



The Toledo Oseve location has temporarily moved to Founders Hall 1128 (#2 on map) until mid-February 2018.