



## **Dallas College -El Centro Dental Hygiene Program Clinical Site Guide**

**July 15-16, 2022**

### **Patient and Non-Patient Manikin Exam**

**301 N. Market St., 5<sup>th</sup> Floor  
Dallas, TX 75202**

**Site Coordinator: Dr. Sheila Vandembush  
214-860-2375**

**[s.vandembush@dccc.edu](mailto:s.vandembush@dccc.edu)**

**after hours emergency phone number: 214-789-7063**

#### **Note:**

- ❖ **This is a clinical site guide only. The candidate is responsible for the information on the CDCA-WREB website regarding the exam @ Cdcaexams.org.**
  
- ❖ **There is a Clinical Site Fee of \$175.00 that is due to the college by July 1, 2022. See page 2 for details.**

## Quick Reference Guide

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## **Welcome to the Dallas College - El Centro College Dental Hygiene Program**

The faculty and staff of the Dallas College Dental Hygiene Program 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)-WREB (Western Regional Examining Board) 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 (214) 860-2375 or s.vandenbush@dcccd** for more information.

The Dallas College Dental Hygiene Program is located on the 5<sup>th</sup> floor of 301 N. Market St, Dallas, TX 75202. The college has several campuses, so it is important to know the Dental Hygiene Program is located at the address above.

### **Prior to the Start of the Exam**

#### **Clinical Site Fee (Required)**

Dallas College - El Centro charges a \$175 facility fee for all non-Dallas College -El Centro candidates for both the patient and the non-patient manikin exam. Fees must be paid with a cashier's check, cash, money order (no credit cards or personal checks will be accepted). Cashier's checks or money orders must be payable to S. Vandenbush. The facility fee includes the cost of facilities usage, listed disposable supplies and if required, the administration of local anesthesia to your patient by a Texas licensed dentist. The State of Texas does not allow the delivery of local anesthesia to a patient by a dental hygienist, even if the hygienist is credentialed to administer local anesthesia in another state. The facility fee does not cover the cost of optional equipment rental or radiographs as outlined on pages 6 and 7. **The clinical site fee must be received at the college by July 1, 2022 to sit for the exam.**

#### **Directions, Map, and Parking**

Address: 5<sup>th</sup> floor -301 N. Market St, Dallas, TX 75202 (Paramount Building).

There are many places to park adjacent to the Paramount building. The DART light rail system runs adjacent to the building. The candidate is encouraged to arrive in plenty of time to secure parking.

#### **Facility Information and Facility Tours**

- ❖ Entrance and Exit: Use the front entrance off Market Street.
- ❖ You will need to bring a photo ID to gain entrance into the building.
- ❖ The Paramount building will open from 6:00 a.m. to 6:00 p.m. on Commission of Dental Assessments (CDCA)-WREB exam dates, unless otherwise requested by the CDCA.

- ❖ Facility Tours: Tours of the facility are encouraged. Tours are conducted on July 14, 2022 by appointment. Please contact the site coordinator @ [s.vandenbush@dcccd.edu](mailto:s.vandenbush@dcccd.edu) to schedule a time for a tour.
- ❖ Food and Beverages: There are many restaurants and fast-food establishments in the downtown Dallas area. Food or drink are not allowed in any areas near the candidate clinic or clinic reception area.

## Left-Handed Operator

**All operatories easily convert to a left-handed operatory.**

## Optional Equipment Rental and Dental Radiography Fee:

**Limited optional equipment available for rent** includes a cavitron with tips and Steri-mate sheath. Radiograph exposure and processing is available prior to the exam. Optional equipment is rented on a first come, first served basis and **must be reserved and pre-paid by July 1, 2022**. You will be asked to leave your car keys or your photo ID as equipment security during the exam. Your keys or ID will be returned to you following the return of the equipment in good working order. All rental fees must be paid with cash, a money order, or a cashier's check. Money orders or cashier's checks must be made payable to S. Vandenbush.

Cavitron Use Fee: \$50.00 optional fee

- ❖ The use fee includes rental of a Dentsply Cavitron® Select SPS cavitron, use of a 30K Triple Bend and a 30K Slimline insert, and a cavitron Steri-mate sheath.
- ❖ You will receive your keys or photo ID when the cavitron, cavitron inserts, and Steri-mate cavitron sheath are returned in good working order **prior to leaving the exam to avoid having your exam scores held and not released.**

RDH Handpiece Fee: \$20.00 optional fee

- ❖ The RDH Handpiece must be returned in good working order **prior to leaving the exam to avoid having your exam scores held and not released.**

Radiology Fee: \$50.00 optional fee

- ❖ The only opportunity to take radiographs will be prior to the start of the exam. CDCA-WREB does not allow radiographs to be taken during the exam.
- ❖ A candidate who needs to take radiographs on a patient (other than retakes), must present a prescription for new radiographs from a licensed dentist according to state law. Limited retakes (up to 5 retakes) can be taken without a prescription.
- ❖ Phosphor plates, digital sensors and a panoramic image can be taken and processed. Candidates exposing radiographs on site must comply with the Dental Hygiene Program's Radiology Infection Control Protocol.
- ❖ The fee includes a printed hard-copy of the radiographs. Call the site coordinator to decide a time to take and process the radiographs prior to the exam.

## Radiographs and Patient Screening

### Radiographs (X-rays)

Use of the radiography facilities is available by appointment only through **July 14, 2022**. No radiographic services will be available for CDCA-WREB candidates during the examination dates/times. If a candidate requires radiography services, the candidate is assessed a fee of \$50 for a CMS and panoramic radiograph OR \$25 for a panoramic image and \$25 for a CMS (complete mouth series that includes up to 20 images plus up to 5 retakes). Individual films are assessed a charge of \$5.00 per film. The fee includes use of sensors or phosphor plates for the full-mouth series, a 2D panoramic image, printing a hard copy of the radiographs, and infection control barriers. The candidate is responsible for taking, processing, and mounting all radiographs. The radiographs can be digitally sent to patient's dental care provider.

- A candidate who needs to take radiographs on a patient (other than retakes), must present a prescription for new radiographs from a licensed dentist according to state law. A DDS is available between 8 am and 11:30 am and 1:00 pm – 4:00 pm on July 14, 2022. to prescribe radiographs if the patient meets the required need for radiographs. Diagnosis of the need for radiographs is the sole decision of the Dallas College licensed dentist.
- Limited retakes (up to 5 retakes) can be taken without a prescription.
- Candidates exposing radiographs on site must comply with the Dental Hygiene Program's Radiology Infection Control Protocol.
- Candidates are encouraged to have all patient radiographs taken prior to the exam.
- **Candidates must have a printed hard-copy of the radiographs according to the Patient Treatment Clinical Examination Manual.**

### Patient Screening

Please note that the Dallas College - El Centro Dental Hygiene Program does not provide patients for candidates and **does not have** the responsibility for providing examination patients or back-up patients for **any** candidate for any reason. The CDCA-WREB candidate is solely responsible for scheduling, securing, and screening qualified patients for any/all CDCA-WREB exam(s) and should not make requests of anyone associated with Dallas College faculty, administration, or staff for possible back-up patients, patient information, patient consultation, advice, or patient records relating to any patient being considered for a CDCA-WREB examination. All questions regarding candidate qualifications should be directed to the appropriate CDCA-WREB officials. Candidate qualifications are provided in your candidate guide delivered to you directly by CDCA-WREB.

**Scheduling for Radiographs or Patient Screening:** If you need to screen a patient or take radiographs prior to the exam, **appointments are required** no later than **July 14, 2022**. To schedule a screening or radiography appointment, contact the Dallas College Dental Hygiene Program by calling (214) 860-2375 or [s.vandenbush@dcccd.edu](mailto:s.vandenbush@dcccd.edu) .

### Preparing for the Clinical Phase of the Examination

Candidates will be assigned an operator that corresponds to his or her numbered I.D. badge issued at orientation. Each operator is equipped with one dental chair with light, one delivery

unit equipped with air/water syringe, 2 HVE, a slow speed suction, a PureVac system, and one operator's stool. All equipment malfunctions that take place during the examination should be immediately reported to the Dallas College Program Site Coordinator, Dr. Vandembush.



The dental facilities, completed in January 2022, provide a high-quality air purifying system.

### **Disposable Supplies Included in the Clinical Site Fee**

Air water syringe tips

Anesthesia syringes, local anesthesia, and needles

Barrier materials, chair and light handle covers, sticky tape, etc.

Biohazard bags

Bracket tray covers

Cotton 2X2's and swab tip applicators

Disposable needlestick protectors

Facial tissue

High speed evacuation tips

Paper towels

Patient napkins and disposable bib tapes

Peridex and Closys II pre-rinse and cups

PPE (gloves, gowns, masks)

- Face masks (Level 3, KN95 and N95)
- Face shields (generic, may not accommodate all types of loupes)
- Gowns in sizes S, M, L, and XL (if you need a different size please contact the clinic coordinator at **least two weeks prior to the start of the exam**, Dr. Vandembush)
- Hair bonnets
- Non-latex nitrile gloves in XS, S, M, L
- Overgloves

Prophy paste

Saliva ejectors

Surface disinfection wipes  
Topical anesthesia (Oraqix is **not** available)

### **Disposable Supplies and Equipment NOT Included in the Clinical Site Fee:**

Biteblocks  
Blood pressure kit (stethoscope and sphygmomanometer)  
Cavitron and cavitron inserts\*  
Instruments  
Instrument Cassettes  
Prophy Angles (unless the slow-speed handpiece is rented)\*  
Oraqix  
Slow-speed handpiece\*  
Plastic container to transport non-sterile/contaminated items  
Prophy rings  
Protective eyewear for patient and candidate  
Utility gloves (optional)

\*Available for rental during the exam

Repair service is not available for equipment the candidate brings to the clinic. Please ensure that your equipment is functioning and that you have the correct size, connections, fittings, adaptors and inserts needed.

### **Emergency Equipment and Preparedness for Medical Emergencies and Inclement Weather**

#### **In the event of an emergency the procedure is:**

- STAY WITH YOUR PATIENT; verbally notify the CDCA-WREB Floor Assistant, School Coordinator, or Chief Examiner of the emergency.
- Make sure someone calls the local 9-1-1 (notify EMS).
- Administer oxygen (O<sub>2</sub>) from the green oxygen cylinder located in the radiology area. Oxygen masks, ambubags, and an AED are located in the crash cart.
- Administer Basic Life Support (BLS) until EMS arrive.
- In case of fire or severe weather, under the direction of the CDCA-WREB personnel, escort your patient to the stairwell for escort.

### **Infection Control/Asepsis Requirements**

The program follows the current recommended infection control procedures as published by the Centers for Disease Control and Prevention. Student assistants will assist you in setting up your operatory according to basic protocol. The candidate will be responsible for final cleanup of the operatory. Refer to the CDCA- WREB Patient Treatment Clinical Examination Manual for further information.

- ❖ **Sterilization:** Instruments and handpieces can be processed through sterilization free of charge for candidates requesting this service. Submitted candidate instruments should be clearly labeled with the candidates ID number only. Cassettes larger than 7.5 X 13 inches cannot be processed in the ultrasonic or sterilizer. Cassettes are processed after each examination session and require a 3-hour turn-around. All items submitted for sterilization **must be picked up from the Dallas College Dental Hygiene Program within three days of the conclusion of the examination**. The candidate assumes all liability for lost or damaged items submitted. Please do not submit any materials or instruments that may be damaged during the sterilization process.
- ❖ **A Statim is available should an instrument need rapid sterilization.** The candidate is expected to bring an extra set of instruments, in case an instrument is dropped. In an emergency, an instrument may be able to be sterilized within 10 minutes in the Statim. This is dependent upon the availability of personnel to assist the candidate.
- ❖ **If unsterile instruments are transported, a sterilization bag or sterilization wrap is available to place infectious instruments in prior to transport.**

## Liability

Liability for candidates and their patients is discussed in the CDCA-WREB Dental Hygiene Exam manual. All candidates take full responsibility for the use of any equipment, machinery, or items used while on campus and must sign disclosure forms (and arbitration agreements) absolving Dallas College and their assigned agents from any liability, damages, responsibility, etc. associated with requests and actions engaged in while screening or providing any exam or related dental services to their patients while on the Dallas College - El Centro Dental Hygiene Program campus.

CDCA-WREB requires patients to complete a Patient Waiver of Liability and Release and Consent to Treatment.

## Local Anesthetic Information

The State of Texas only allows local anesthesia to be administered by a licensed Texas Dentist. The Dallas College Dental Hygiene Program will have a Texas licensed dentist to provide local anesthesia to patients. Local anesthetic cartridges/carpules and 20% benzocaine topical anesthetic gel is provided as part of the facility use fee. The brands of local anesthetic used/provided are generic brands that are 1.7 to 1.8 ml standard cartridges with the following concentrations: **Lidocaine HCl 2% and epinephrine 1:100,000, Septocaine 4% Articaine HCl with Epinephrine 1:100,000, Marcaine Bupivacaine HCl 0.5% with Epinephrine 1:200,000, and Citanest® Plain (4% without vasoconstrictor)**. Disposable needlestick protection shields are provided. If you prefer to use a specific type of local anesthetic or topical anesthetic for your exam you are encouraged to bring it and provide it to the dentist administering local anesthesia.

The safety of patients is paramount and guidelines, precautions, or refusal to administer anesthesia due to any condition (medical or otherwise) is left to the sole discretion of the dentist administering the anesthesia. Patients posing a health risk may have amounts



reduced, changed, or be denied. Please refer to the current CDCA-WREB candidate guide(s) for any other applicable guidelines.

### **Slow-Speed Handpiece and Cavitron/Piezon Hookups**

All operatories are equipped to operate standard cavitron and Piezon devices

### **Translation Services**

Translation services for candidates and patients are not provided by the Dallas College - El Centro Dental Hygiene Program. Refer to the CDCA Patient Treatment Clinical Examination Manual Candidates for “Interpreters”.

*If you should need something prior to or during the exam, please do not hesitate to ask. Our goal is to provide you with the most positive examination experience possible. If you have any questions, please do not hesitate to contact:*

*Dr. Sheila Vandebush, site coordinator @ [s.vandebush@dcccd.edu](mailto:s.vandebush@dcccd.edu) or 214-860-2375. For emergency situations, please call 214-789-7063.*

*Good luck on your examination!*