



Central Arizona Dental Foundation

Hygiene Department Protocol

Our goal is to relieve pain and address the most urgent need(s). Please remember, this setting is very different from your office where more options are available to you and the patient has regular access to care. Please do not promise patients additional services (i.e., fillings or extractions).

Please practice universal precautions and follow all standard infection control practices.

1. EMTs are onsite to deal with patient and volunteer emergencies. If you have a patient emergency, stay with the patient, and your assistant or someone near you to alert the department head who will immediately radio for an EMT. Hold up the EMT station card so the EMT can quickly identify where to go once they have been radioed.
2. Recommended time per patient:
 - a. 30 minutes (child prophylaxis, fluoride varnish, (Class I Adult prophylaxis))
 - b. 40 minutes for full mouth debridement with cavitron (Class II, III, IV)
3. Topical is available. If your patient needs local anesthetic, obtain the necessary supplies from the Hygiene Supply table located at the head of your department.
4. Use only BLUE ink to complete patient treatment form. Check the treatment services rendered in designation hygiene box (child prophylaxis, fluoride, adult prophylaxis or full mouth debridement, sealants)
5. A limited number of ultrasonic scalers are available – you may wish to bring your own. If you do, please be sure to clearly label it with your name.
6. Print your full name on patient treatment form (no initials). Make sure patient form is complete (you have indicated the treatment you provided) before patient leaves your chair and that the patient escort takes their form with them to the exit interview.
7. Patients are not allowed to walk unattended on the clinic floor. Use your station cards for moving patients or for problems.
 - a. **Green** – bring me a patient
 - b. **Red** – take the patient to Exit Interview
 - c. **Yellow** – translator needed
 - d. **Orange** – equipment concern
 - e. White w/**Red** Cross – EMT needed

8. You may utilize your own instruments or the cassettes provided.
 - a. Return all of the instruments that came out of a cassette back to that cassette. Close it.
 - b. Take all dirty instruments to the Hygiene Supply Table and place them in the plastic container marked “used instruments.”
 - c. If using your own instruments, you are responsible for labeling your instruments, and putting your name on a sterilization pouch.
 - d. It takes approximately 45 minutes to turn instruments around in sterilization.
9. Remove all sharps from the instruments and dispose of them in the nearest sharps container.
Do not walk on the clinic floor with sharps.
10. Carpules with left over anesthetic should be disposed of in the designated biohazard container at the head of your department.
11. Translators are available. Hold up your translator card and someone in a yellow shirt will be directed to your chair.
12. If you receive a sharps injury (instrument or needle stick) or have any other personal injury, notify the department lead immediately. He/she will follow the sharps or accident protocol.
13. Return any broken instruments to sterilization and inform the sterilization staff of the broken instrument.
14. Patient escorts should take patients to the Exit Interview area when treatment is complete. The escort should obtain the clipboard and patient record from the practitioner and take it, along with the patient to the exit interview area.
15. Please stagger your lunch breaks. Be sure to let the department head know how long you will be gone, depending on the time someone else may use the chair while you are gone so patient flow isn't disrupted.

In addition, the following must be adhered to throughout the event:

Do NOT allow patient to form a lip seal on the saliva ejector or large suction.

Before turning off the suction, remove it from the patient's mouth, point it at the ceiling, then turn it off.

After each patient, obtain two (2) one-ounce cups of pre-mixed peroxide/water solution and pull one cup through the ejector and one cup through the large suction.

After the patient is escorted away, don new gloves and use utility gloves over those to clean the operatory after each patient.