PLAZA COLLEGE
DENTAL HYGIENE PROGRAM

Informational Packet for Admissions Applicants

Dental Hygiene Licensure Programs

DENTAL HYGIENE
Associate in Applied Science, Bachelor of Science Degree Programs
HEGIS Code 5203

The intent of this rigorous curriculum is designed to prepare students for entry-level dental hygiene practice under the guidance of licensed dental hygiene faculty and the supervision of a dentist. The curriculum is based in the fundamental knowledge necessary to practice in a variety of settings with the overall goal of supporting patients in the pursuit of optimal oral health.

The Plaza College Dental Hygiene curriculum is offered in three formats:

> **A.A.S., Full-Time:** 76 credits, five (5) 15-week semesters of daytime classes
> **A.A.S., Part-Time:** 76 credits, six (6) 15-week semesters of evening and weekend classes
> **B.S.D.H.:** 127 credits, 47 credits of pre-requisites plus five (5) 15-week semesters of daytime classes

Students must achieve a minimum score of 78 percent in all dental hygiene core courses to successfully complete curriculum requirements.

Students are prepared, in a state-of-the-art clinical setting, to perform preventive dental hygiene procedures including dental prophylaxis, dental radiographs, topical fluorides, anxiety and pain control procedures, oral health education, infection control procedures and dental office procedures. The Plaza College dental hygiene graduate will be instilled with a deep sense of community involvement and social responsibility, culminating in a capstone dental public health project prior to graduation.

The Plaza College Dental Hygiene program graduate, given successful curriculum and competency completion will be qualified to take the Dental Hygiene National Board Examination and the Commission on Dental Assessments Examination.

THE ADMISSIONS PROCESS

Admission of students into the Dental Hygiene program is based on specific written criteria, procedures and policies. The following are requirements for application:

- Complete an application for admission
- Provide documentation of a high school diploma or other official proof of graduation from an institution providing secondary education, or the equivalent of such graduation, as recognized by the State of New York
- Provide official college transcripts for any courses for which the student is requesting transfer credit
- Take the Wonderlic SLE exam
- Take the Accuplacer entrance exam

To ensure that the College is selecting students who have the potential for successfully completing the program, the following process is followed:

- An applicant must achieve a minimum score of 20 on the Wonderlic SLE exam.
- An applicant must achieve a minimum score of 719 on the Accuplacer entrance exam, with a minimum score of 245 in math, 237 in reading, and 237 in writing. *Applicants possessing a foreign high school diploma must take and pass a different version of the exam with a minimum total score of 150 (35 minimum in math, 55 minimum in reading comprehension, and 60 minimum in sentence skills).
- An applicant must achieve a minimum 2.75 GPA with no less than a B in all required prerequisite courses.
- Applicants must possess a minimum of 40 hours of documented dental assisting experience. Experience must be confirmed with a letter signed by a dentist.
- All applicants that meet minimum exam scores will be required to submit a writing assignment, a personal statement detailing why they want to enter the dental hygiene profession. A standardized rubric will be utilized to score candidates on the writing assignment.
- All applicants that meet minimum exam scores will be offered an interview time with the Dental Hygiene Admissions Committee. The Committee will be composed of the Dean of Admissions, Director of Enrollment Management, the Dental Hygiene Program Director, and a Dental Hygiene faculty member. Other members may include a General Education/Liberal Arts and Sciences faculty member or a member of the administration. A standardized rubric will be utilized to score candidates on the interview.
- The applicant must submit a copy of his or her current (American Heart Association BLS Healthcare Provider Course) CPR card. This current CPR card must not expire prior to the last day of the program. CPR certification and renewal will be at the applicant's expense.

The Dental Hygiene Program at Plaza College has a limited number of seats, making acceptance extremely competitive. The Faculty and Administration are aware of how important gaining admission into this program is to each of its applicants. Therefore, the admissions team works to ensure each applicant is fully prepared for the application, testing, interview, and documentation process.

Each registration cycle has a defined recruitment period and an application deadline for the new class of entering Dental Hygiene students ("cohorts"). Once all applications for a given cohort are reviewed, the pool of applicants are sorted by weighted score from highest to lowest and conditional letters of acceptance are mailed to those who garner the highest marks. A waitlist often exists for each cohort.

Letters of Acceptance Are Conditional

Applicants who receive letters of acceptance must successfully complete a number of additional steps by the defined cohort deadline in order to successfully start in the program.

Acceptance into the program may be hindered by failure to complete these steps prior to the deadline; adverse results on any evaluations; or furnishing false, incomplete, or misleading information in the admissions and/or financial aid processes or in any documentation provided.

Students that have met minimum placement examination scores and successfully completed the admissions essay and interview must submit to:

Clear Background Check

Applicants must pass a background check. The applicant should note that a history of criminal convictions may prevent the student from attending or completing the clinical and experiential requirements of the program or may prevent his or her credentialing in the profession. If there are any questions regarding the results of the criminal background check, the applicant must make an appointment with the program director to discuss the consequences of the results.

Plaza College has partnered with CastleBranch, a background check and compliance management company to complete this process. Please see attached "Order Instructions for Plaza College – Allied Health – Dental Hygiene" form for detailed instructions on ordering the background check and urine screen.

Negative Urine Toxicology Screening

Applicants must pass a drug-screening test. Inconclusive test results (such as dilute sample and/or an insufficient sample) will require the applicant to be retested at the applicant's expense.

The student must disclose any and all medications that are taken on the consent form, and if any current prescription medications indicated change or if there are any additions/subtractions they are mandated to alert the admissions committee immediately.

Certification of Medical Examination and Medication Disclosure

Applicants must provide evidence of current medical examination within six (6) months of matriculation via the **Certification of Medical Examination** provided. The student must have all immunizations up to date as directed by the program director, along with disclosing any debilitating diseases or conditions that may affect the educational experience of the student while participating in the Plaza College Dental Hygiene Program, or affect their professional life upon graduation.

Further, the student must disclose any and all medications that are taken at the time of application, and if any current prescription medications indicated change or if there are any additions/subtractions they are mandated to alert the admissions committee immediately.

Due to the physically demanding nature of the Dental Hygiene profession please refer to the Technical Standards for Dental Hygiene Students which can be found at https://docs.google.com/document/d/1kykn7LGuPXMAlCeAfyL-_0mq1c-2EtyaegUpGg6P_1s/edit.

Financial Counseling

Applicants must meet with the Financial Aid Department to complete financial counseling. Each student's financial situation is unique and the financial aid they qualify for is different. Plaza College participates in a number of financial assistance options to help you fund your education, including state and federal grants, federal loans, non-federal alternative loans, and payment plans.

Orientation Exercises

The Dental Hygiene program has a number of **mandatory** activities that will happen prior to the start of classes. These include, but are not limited to: (i) orientation, (ii) CPR training, and (iii) course assignments and deliverables. Your participation in these activities is mandatory.

In addition, as consistent attendance is expected during the entirety of the program, any absence during the first two weeks of class may result in the rescinding of your acceptance into the program.

PROGRAM MISSION, PURPOSE, AND PHILOSOPHY

PROGRAM MISSION

The Dental Hygiene Program at Plaza College was created to advance the education of students in the field of dental hygiene through a rigorous combination of liberal arts and dental sciences courses. With a focus on promoting the oral and overall health status of the New York City community, students will be challenged to think critically, collaborate with peers and faculty, and commit themselves to excellence in patient care and life-long learning.

PROGRAM PURPOSE

Through the dedicated commitments of its faculty and staff, the purpose of the Dental Hygiene program leading to clinical licensure, is to prepare its students to enter the field of dental hygiene as community health leaders. To do so, the program not only prepares students to meet the academic requirements of licensure, but teaches them to be compassionate and caring practitioners with a sincere sense of responsibility to the health of individual patients and communities.

PROGRAM PHILOSOPHY

In alignment with the mission of Plaza College, it is the philosophy of the Dental Hygiene degree programs to *teach the processes of critical thinking, collaboration, and lifelong learning so students are prepared to participate and compete in today's society and global economy*.

With an emphasis on the theory, practice, and clinical aspects of Dental Hygiene, the College is committed to socially responsible education and patient care with highly visible and active service to the public. Through promoting their own academic and professional achievements, the Dental

Hygiene program faculty are dedicated to training competent hygienists interested in supporting the health and hygiene of the community through the ever-changing demands of the profession.

The curriculum is designed to integrate the social and basic liberal arts with the dental sciences, pre-clinical coursework, and clinical patient care experiences. Program facilities are designed to educate students on the use of equipment used in today's practice and provide ample space for group, peer, and individualized instruction. Students actively participate in improving the oral health status of the surrounding communities by providing high-quality care in a cost-efficient manner through the college's on-site community-based Dental Hygiene Clinic.

Upon completion of this 76-credit A.A.S. / 127-credit B.S.D.H. academic program, students will be eligible to sit for the National Board Dental Hygiene and clinical board examinations and subsequently apply for clinical licensure.

Upon receipt of licensure, the dental hygienist will be qualified to promote and educate patients on the importance of oral healthcare and hygiene, as well as provide the highest quality of care in a variety of health care settings.

PROGRAM GOALS

In accordance with the American Dental Education Association (ADEA) 2011 Competencies for Entry into the Allied Dental Professions Five Domains, the programmatic goals for the Plaza College Dental Hygiene Program are as follows:

I. **Core Goal (C) --** The dental hygienist will possess the ethics, values, skills and knowledge integral to all aspects of the profession.

II. **Health Promotion and Disease Prevention Goal (HP) --** The dental hygienist will be able to emphasize both the prevention of disease and effective health care delivery.

III. **Community Involvement Goal (CM) --** Dental hygienists will appreciate their role as health professionals providing a service at the local, state, and national levels. Through teaching, research, and service to the community, the dental hygienist will be prepared to influence others to facilitate access to care and services.

IV. **Patient Care Goal (PC) --** Central to the maintenance of health, the dental hygienists' role in patient care is ever-changing, and dental hygiene graduates will use their skills to assess, diagnose, plan, implement and evaluate treatment for patients of diverse backgrounds and conditions.

V. **Professional Growth and Development Goal (PGD)** -- The dental hygienist will be aware of a variety of opportunities for professional growth and development. Critical to ongoing growth are skills in teaching, communication, problem solving, critical thinking, and research.

STUDENT ASSESSMENT PROCESS

As part of the ongoing assessment of a student's progression through the Dental Hygiene program, Plaza College uses a variety of industry-typical exams to test a student's knowledge of subject material at each course level. Prior to release for licensure-qualifying examinations, students must

prove competence/readiness through a summative assessment. Exams may be weighted in each course's syllabus and contain content that spans the curricula. Failure to participate in this process, achieve minimum scores (where implemented), or follow the instructions of the Program Director or faculty, may prevent students from continuing in the program or receiving approval to take the National Board Dental Hygiene Exam and/or the Commission on Dental Clinical Assessments exam.

PROGRAM FAILURE AND READMISSION POLICY AND PROCESS

The Dental Hygiene Program at Plaza College requires that its students maintain a strong commitment to the mission of the institution as well as the Mission, Purpose, and Philosophy of the program.

Should a student fail to demonstrate that they are committed to these values (for example, by failing to adhere to the student code of conduct) during the application process and/or while actively enrolled in the program, they may be asked to leave without an opportunity to reapply.

Please see Clinic Manual for Clinical Remediation Forms

Should a student fail a core dental hygiene didactic course **and/or** after navigating the remediation procedures for clinical courses as outlined in the Clinical Remediation Policy and Procedures, they will be permitted to petition to Program Director to allow them to retake the course in a later semester. If granted, the Program Director will make the necessary arrangements to accommodate the students, including if necessary, communicating to the Admissions Department that a seat is formally reserved for the petitioning student to retake the class. **Students will be permitted only one failure of a core course during their enrollment in the Dental Hygiene program.** The Program Director will provide necessary forms with complete instructions.

PLAZA COLLEGE DENTAL HYGIENE PROGRAM SEQUENCE OF CONTENT
A.A.S. Full-Time Format

First Semester

LS194	**Microbiology**
LS195	**Anatomy & Physiology I**
LL65	**Academic Writing & Critical Research**
DH100	**Introduction to Dental Hygiene**
DH101	**Dental Anatomy, Histology, & Embryology**

Second Semester

LS6000	**Anatomy & Physiology II**
LM63	**Mathematical Applications**
DH102	**Medical Emergencies in the Dental Office**
DH105	**Pre Clinic & Infection Control**
DH110	**Radiology**

Third Semester

DH215	**Clinic I & Seminar**
DH210	**General & Oral Pathology**
DH200	**Dental Materials**
DH212	**Nutrition**
LS197	**Chemistry & Biochemistry**

Fourth Semester

DH225	**Clinic II & Periodontology**
DH250	**Pharmacology**
DH240	**Oral Health Promotion**
LP184	**Developmental Psychology**
DH230	**Law, Ethics and Jurisprudence**

Fifth Semester

DH235	**Clinic III & Advanced Periodontology**
DH255	**Dental Anesthesia & Pain Control**
DH245	**Community Dental Health**
LL52	**Interpersonal Communication for the Healthcare Professional**
LP183	**Sociology**

PLAZA COLLEGE DENTAL HYGIENE PROGRAM SEQUENCE OF CONTENT
A.A.S. Part-Time Format

First Semester

DH100	**Introduction to Dental Hygiene**
DH101	**Dental Anatomy, Histology, & Embryology**
DH102	**Medical Emergencies in the Dental Office**

Second Semester

DH105	**Pre Clinic & Infection Control**
DH110	**Radiology**
DH200	**Dental Materials**

Third Semester

DH215	**Clinic I & Seminar**
DH210	**General & Oral Pathology**
DH212	**Nutrition**

Fourth Semester

DH225	**Clinic II & Periodontology**
DH250	**Pharmacology**
DH240	**Oral Health Promotion**

Fifth Semester

DH235a	**Clinic III & Advanced Periodontology**
DH245	**Community Dental Health**

Sixth Semester

DH255	**Dental Anesthesia & Pain Control**
DH235b	**Law, Ethics, & Jurisprudence**
DH235b	**Clinic III & Advanced Periodontology**
BOARD REVIEW	

PLAZA COLLEGE DENTAL HYGIENE PROGRAM SEQUENCE OF CONTENT
B.S.D.H. Format

Pre-Req Semester 1

LL62	**Interpersonal Comm. for the Healthcare Professional**
LS195	**Anatomy & Physiology I**
LL65	**Academic Writing & Critical Research**
LP184	**Developmental Psychology**
Liberal Arts Elective	

Pre-Req Semester 2

LS6000	**Anatomy & Physiology II**
LM63	**Mathematical Applications**
LP183	**Sociology**
LS197	**Biochemistry**
Liberal Arts Elective	

Pre-Req Semester 3

LS194	**Microbiology**
LP188	**Psychology of Aging**
LL290	**Literary Analysis**
Social Science Elective	
Mathematics Elective	

First Semester

LP189	**Introduction to Social Gerontology**
LP300	**Intercultural Communication**
LL353	**Advanced Composition**
DH100	**Introduction to Dental Hygiene**
DH101	**Dental Anatomy, Histology, & Embryology**

Second Semester

LM300	**Data Analysis**
BDH300	**Leadership & Management in Healthcare**
DH102	**Medical Emergencies in the Dental Office**
DH105	**Pre Clinic & Infection Control**
DH110	**Radiology**

Third Semester

DH215	**Clinic I & Seminar**
DH210	**General & Oral Pathology**
DH200	**Dental Materials**
DH212	**Nutrition**
BDH310	**Program and Curriculum Planning, Development, & Eval**
BDH305	**Global Healthcare and Population Health Issues**

Fourth Semester

DH225	**Clinic II & Periodontology**
DH250	**Pharmacology**
DH240	**Oral Health Promotion**
BDH400	**Epidemiology and Biostatistics**
DH230	**Law, Ethics and Jurisprudence**

Fifth Semester

DH235	**Clinic III & Advanced Periodontology**
DH255	**Dental Anesthesia & Pain Control**
DH245	**Community Dental Health**
LP301	**Trends & Perspectives in Gerontology**
BDH410	**Risk Assessment, Disease Management, & Healthcare Int.**

TRANSFER POLICIES

COURSE TRANSFER POLICY

For the Dental Hygiene program, transfer credits will be considered for all general education and liberal arts and science coursework. Core dental hygiene courses will need to be pursued at Plaza College.

Only courses corresponding to those listed on the student's program, and received on an official transcript by the Plaza College registrar, will be considered for credit. Only courses, which contribute to the student's graduation, as required, or elective courses within the limits of the student's program, will be accepted for transfer credit. In order to receive transfer credit, an official transcript must be sent by the student’s prior institution(s) to the Office of the Registrar.

The College reserves the right to program a student for courses that are required of the student's program of study. If transfer credits for a course or courses are received after a student's program requirements have been met, the College will not count the transfer credits toward meeting program requirements. It is recommended that the student transfer all credits from other institutions prior to beginning the program of study at Plaza. It is the responsibility of the student to request a transcript for consideration of transfer credit by the College. If transfer credit is not received prior to the student's start of the program, the College is not responsible for any possible duplication and, therefore, transfer of credits for a (course or courses) will not be accepted.

Courses may be considered for transfer credit with a grade of B or better. Evaluation on courses five or more years old will be on an individual basis. Transfer credit will be awarded if appropriate to the program of study. Courses which transfer will not carry forward an actual letter grade nor will they be counted as part of the student's cumulative grade point average.

COMPLETING YOUR BACHELOR DEGREE AFTER A.A.S. GRADUATION

Upon graduation from the associate's degree, graduates are encouraged to continue their education. The exciting field of Dental Hygiene allows for the pursuit of a career not only in clinical practice, but in alternative career settings such as public health, academia, and research. The **Bachelor of Science Dental Hygiene completion program** at Plaza College offers students the opportunity to expand upon their clinical experience and gain additional expertise in developing community health intervention programs, understanding and applying epidemiologic data, evaluating academic curriculum, examining and evaluating social policy, and leading health practices.

The program is offered 100% online and allows students the ability to work in practice, as well as attend classes in a flexible manner.

SCOPE OF PRACTICE AND EMPLOYMENT OPPORTUNITIES

SCOPE OF PRACTICE

Dental Hygiene scope of practice in the United States of America is specific to the governance of the applicable state dental board. The New York State Education Department Dental Professions Education Law details the scope of practice for the dental hygienist and can be accessed at http://www.op.nysed.gov/prof/dent/article133.htm

EMPLOYMENT OPPORTUNITIES

The 2010 Health Care Employment Projections, issued by the Center for Health Workforce Studies School of Public Health, University at Albany[1] indicated that between 2008 and 2018, over half

[1] The Center for Health Workforce Studies School of Public Health, University at Albany; "Health Care Employment Projections: An Analysis of Bureau of Labor Statistics Occupational Projections, 2008-2018"; March 2010

of the 30 occupations in the U.S. that are projected to grow the fastest are health occupations: Dental hygienists (36%).

The 2010 and 2014 Health Care Workforce in New York - Trends in the Supply and Demand for Health Workers[2] illustrated the employment projections health care growth occupations:

Employment Projections for Selected Health Occupations in New York, including New York City, 2010-2020[18]

Occupations	2010	2020	Change between 2010 and 2020		Average Annual Openings
			Number	Percent	
Dental Hygienists	9,660	12,260	2,600	26.9%	450

EMPLOYMENT BACKGROUND CHECKS

Potential employers may conduct a criminal and/or personal background check. Institutions that accept our students for potential employment may conduct a criminal and/or personal background check. Students with criminal records that include felonies or misdemeanors (including those that are drug–related) or personal background issues such as bankruptcy might not be accepted by employers following completion of the program. Some employers may require candidates to submit to a drug test. Employment decisions are outside the control of Plaza College.

BLOODBORNE PATHOGENS AND INFECTIOUS DISEASES

INFECTION CONTROL

Due to the nature of the clinical experiences in the dental hygiene program, students will be participating in a work environment that has the potential of exposure to bloodborne pathogens. All students accepted into the dental hygiene program are provided with written policy and instruction on infection control protocol to reduce the risk of disease transmission.

POLICY ON BLOODBORNE AND INFECTIOUS DISEASES

Due to the nature of the activities performed in the Dental Hygiene Clinic, students, faculty, staff and patients are subject to a work environment that has the potential of exposure to bloodborne pathogens. Plaza College has established policies and procedures to ensure an environment that is safe and has provided specific bloodborne pathogen training for all Plaza College students, faculty and staff.

If a dental hygiene student, faculty/ staff member or patient is exposed to body fluids in a manner that may transmit bloodborne or infectious disease, both the health care provider and the patient will be tested for the disease.

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[2] The Center for Health Workforce Studies, School of Public Health, University at Albany; "The Health Care Workforce in New York, 2008 Trends in the Supply and Demand for Health Workers"; April 2010

For additional information on bloodborne and infectious diseases, the Center for Disease Control has established guidelines for infection control in dental health-care settings. These guidelines can be retrieved from
http://www.ada.org/~/media/ADA/Member%20Center/FIles/guidelines_cdc_infection.ashx

Risk Management

Plaza College Dental Hygiene Clinic adopts policies which are designed to protect the health of the students, faculty, staff and patients. It has been well established that a medical history is not reliable for the detection of infectious diseases. To maintain maximum levels of protection, the following guidelines emphasize adherence to universal precautions that require that blood, saliva from dental procedures and other specified body fluids of ALL patients be handled as if they contained blood-borne pathogens. The clinic expects that appropriate professional judgment shall be used by the faculty in all matters related to infection control procedures in preclinical and clinical settings.

The following policy was designed based on the following references from the Centers for Disease Control and Prevention (CDC) and OSHA guidelines for infection control practices and risk management.

"Occupational Exposure to Bloodborne Pathogens Rule", Federal Register, December 6, 1991

Kohn, WG, Harte JA, Malvitz, DM, et al: Guidelines for infection control in health-care settings, 2003, J Am Dent Assoc 135:33, 2004

Cleveland, JL, Cardo, DM: Occupational exposures to human immunodeficiency virus, hepatitis B virus, and hepatitis C virus: risk prevention and management, Dent Clin North am 37;681, 2004

Seigel JD, Rhinehart E, Jackson M, el al*: 2007 Guidelines for isolation precautions: preventing transmission of infectious agents in health care settings, June, 2007. Available at: www.cdc.gov/ncidod/dhqp/pdf/isolation2007.pdf*

Centers of Disease Control and Prevention: *Exposure to blood: what healthcare personnel need to know,* Washington DC, U.S. Department of Health and Human Services, July 2003

Centers of Disease Control and Prevention: *Updated U.S. Public Health Service Guidelines for the management of occupational exposures to HBV, HCV, and HIV and recommendations for postexposure prophylaxis.* Available at
www.cdc.gov/mmwr/preview/mmwrhtml/rr5011a1.htm#box2.

Patient Management

- All patients shall be managed in a manner, which preserves their dignity and provides for confidentiality.
- By law, patients may not be denied treatment for reasons of infectivity. Furthermore, it is illegal to conduct screening serologic tests for HIV status indiscriminately nor can patients be screened for HIV antibody solely predicated upon high risk status (i.e. homosexuals, bisexuals, injection drug users, transfusion/blood product recipients, sexual partners of the former groups). It is unlawful to require any person to submit to an HIV-related test as a condition of treatment.
- Patients with urgent dental care needs diagnosed with active infectious/contagious diseases, such as but not limited to; chicken pox or measles, should be managed by appropriate (immune) faculty. Non-emergency patients with transitory infection should be rescheduled subsequent to resolution of symptoms. Patients infected with HIV, or chronic carriers of Hepatitis B or Hepatitis C, may be treated in the clinic after appropriate medical consultation. Patients with advanced HIV disease, acute hepatitis or other medically compromised conditions requiring additional expertise are to be referred to medical specialists, pending complexity of medical and dental needs. Patients with confirmed signs and symptoms of active tuberculosis, shall be managed according to the Clinic TB Infection Control Protocol. Elective care shall be deferred pending medical evaluation and treatment. All dental records will be maintained in such a manner as to preserve patient confidentiality.
- Patients with known infectious disease will be accepted for treatment in the clinic under the same guidelines as non-infectious patients, except for any limitations, which may be listed above. Following the consultation appointment, every effort will be made to provide routine care. The provision of routine dental care for all patients is, however, dependent on space and faculty or student time limitations.

Hepatitis B Immunization Requirements

Student:

- Clinic policy requires all students to have the hepatitis B immunization or show proof of protection (HBsAb titer) prior to entering any clinic phase of their program. Completion of this immunization is a student responsibility.

Clinic Faculty and Staff:

- The College strongly encourages all clinic faculty and staff to be immunized against Hepatitis B. Within 10 working days after clinic assignment, they are required to either have the hepatitis B immunization, show proof of antibody protection (HBsAb titer) or have initiated the series, or sign a letter of declination. Special exemptions will require a letter from the employee's physician.

PERSONAL PROTECTIVE EQUIPMENT

Clinic Attire for Faculty, Students and Staff

The purpose of the personal protective equipment listed below is to protect skin, eyes, nose, and mouth from any possible splashes, spray, splatter, or droplets of blood or saliva produced during

patient contact or treatment. Protective equipment and barriers must be appropriate for the procedure.

Disposable Protective Cover Gowns:

- Before beginning any procedure, which may produce aerosols, or involve any patient contact which could result in exposure to patient blood or saliva, you shall change from general College attire to clinic attire as described below.
- Obtain a disposable protective cover gown. This gown will cover from the neck to below the knees, provide full arm coverage, and provide tight closure at the neck and wrists.
- Remove your lab coat or jacket and don the disposable protective gown. This gown will be worn for the entire clinic procedure for this clinic period unless fluid leakage through the gown occurs, at which time the gown shall be changed. Cover gowns may be changed at any time when in the opinion of the person wearing the gown, or the faculty, that change is necessary. Neckties or high neck sweaters/shirts may need to be removed so that they are not exposed to contaminants and to allow for a tight closure of the cover gown at the neck.
- Disposable protective gowns must be removed and properly disposed of prior to leaving the clinic. **The gowns must not be worn in hallways or other public areas.** When leaving the clinic, if the cover gown is visibly soiled, place the disposable protective cover gown in a red bag for disposal, otherwise dispose of properly. Similarly, the standard issue lab coat, if worn in clinic may not be worn outside clinic to collect patients or otherwise retrieve materials from the student locker.

Gloves:

- A clean pair of disposable vinyl gloves shall be worn for each patient contact or procedure, which could result in exposure to patient blood or saliva. Gloves will be pulled over the wrist so as to cover the cuffs of the disposable protective cover gown.
- Hands shall be washed with soap and water prior to donning gloves and immediately after removing gloves.
- Gloves shall be changed if torn or contaminated.
- Gloves are to be removed when leaving the clinic, or when leaving the dental cubicle to use equipment (telephone, laboratory equipment, etc.). New gloves are donned when returning to patient care.

Eyewear:

- Students, faculty, staff and patients for any patient contact or procedure, which could result in exposure to patient blood or saliva, shall wear protective eyewear.
- Eyewear in the form of glasses or goggles must have solid side shields.
- Prescription eyeglasses are acceptable only if they include solid side shields.
- Chin length face shields may be substituted for glasses or goggles as long as they provide adequate protection.
- Eyewear shall be disinfected between patients following designated guidelines.

Masks:

- Disposable masks must be used with the above eyewear even if chin length face shields are used.

- Masks must be changed if they become torn, saturated with operator saliva, or otherwise contaminated.
- Masks are not to be worn outside of the clinic. They are to be disposed of in an appropriate red bag.

Nametags. Students, faculty, and staff are required to wear their school issued nametags at all times.

APPEARANCE AND DENTAL HYGIENE DRESS CODE

General guidelines are based on accepted principles of safety and appropriateness Clinic faculty reserve the right to confer with students about their appearance, attire, and personal oral hygiene. Violations in dress code are subject to clinical evaluation grading and may result in student dismissal until compliance is demonstrated.

1. Plaza College picture ID's must be worn in classroom and clinic settings at all times. In addition, dosimeters must be worn in the radiology lab and clinic. Nametags and dosimeters should be surface disinfected at the end of the clinic session.

2. Designated clinic attire (scrubs, lab coats etc.) must be worn during clinic activities. Scrubs and lab coats should be clean, well pressed, and wrinkle free. They should fit comfortably and not be tight or form-fitting. *No skin at the waistline should be exposed at any time while in clinic.* Scrubs must not have holes, bleach marks, stains, tears, or drag on the floor. Students are encouraged to keep an extra set of clean clinic attire in case a change of clothes is necessary. If a student is not appropriately attired, the student will be asked to leave the clinic/lab until correct attire is worn. Attendance grades will be adjusted accordingly for missed time.

3. Contaminated clinic attire (mask, gloves, safety glasses, laboratory coats, etc.) must not be worn outside the clinical area, including when the student retrieves their patient from the reception area. Contaminated clothing that needs laundering should be transported out of the clinic area in a plastic bag.

4. Socks must be worn in the clinic and must be neat and cover any exposed skin on the legs. (No bare leg should be observed when operator sits in the chair). Socks must be white and mid-calf or knee length. No ankle socks will be permitted.

5. Soiled clinic clothes should be removed from the college in a closed plastic bag and laundered separately from other clothing. Clinic attire should be laundered using bleach to help disinfect the garments.

6. Shoes must be all white and must be clean, closed-toe, low-heeled, quiet, and comfortable and offer good support.
    a. Non-marking soles are required.
    b. Shoelaces must be clean and tied securely.
    c. All-white nursing or athletic shoes must be worn.

d. Students must have a single pair of shoes designated for clinical use. These shoes should be stored in a bag or in the student locker and carried to and from the clinic area.

7. Strong perfume/body lotions, aftershave, cologne, cigarette smoke odor, and hair spray may trigger asthma and allergies in some patients, or may be unpleasant to others in close proximity, and are not allowed in clinic.

8. No chewing gum, eating, or drinking is allowed while in clinic attire (lab coats) or in the clinical or dental lab setting.

9. Students will avoid entering the clinic areas smelling of cigarette smoke. *Students are not permitted to smoke while in clinic attire.*

10. All visible tattoos must be covered in clinical settings.

11. Hair must be clean, neat, and styled daily. For clinical lab classes, long hair must be pulled off the collar and not fall into the field of operation nor interfere with the student's or faculty observer's field of vision. If hair retainers are necessary, they should be clean, secure, and conservative.
    a. All hair should be pulled or pinned back in a neat fashion, including any bangs that naturally extend below the eyebrows.
    b. Unscented hairspray is recommended.
    c. Students are not allowed to dye their hair unnatural colors such as blue, pink, purple, green, etc.

12. For any and all wardrobe necessities, student must meet with the Program Director for and Clinic Coordinator to discuss proper personal protective equipment for student and patient safety.

13. Fingernails must be well manicured and in a shortened length which will not interfere with instrumentation, penetration of gloves, or injure the client's tissues. Nail tips should not be seen over the tips of fingers. No artificial, acrylic tips or gel overlays allowed. Fingernail polish will not be worn.

14. Only complementary conservative makeup should be worn and should be carefully applied *prior* to entering the clinic setting. False eyelashes or hairpieces are not permitted.

15. Moustaches and beards are discouraged. If required, facial hair must be clean at all times and trimmed to an appropriate length so as to not interfere with proper personal protective equipment (PPE) placement and/or pose any infection control concerns. Please see Clinic Coordinator for instructions on proper PPE for facial hair.

16. Hands should be clean at all times and free from nicks, scratches, or other open abraded, or weeping lesions. Cuticles should be healthy and well-manicured. Students are encouraged to consult with the faculty if unhealthy conditions are present.

17. Jewelry should be kept to a minimum:
    a. No facial or oral jewelry is to be worn in the clinic (nose, lip, eyebrow, tongue, chin, etc.)
    b. Only one pair of post earrings worn on the earlobe is allowed. Dangling, off-the-lobe earrings, earrings in cartilage, or ear-gauges should not be worn.
    c. No other jewelry is permitted when a student is in clinic attire; this includes rings, necklaces, bracelets, and ankle bracelets.
    d. A watch constructed of plastic or synthetic non-porous material may be worn.

ADDITIONAL MEDICAL POLICIES

CPR REQUIREMENT

Basic Life Support (BLS) for Healthcare Providers certification by the American Heart Association must remain current while the student is enrolled in the Plaza College Dental Hygiene program. The College must maintain a current signed copy of the student's CPR card within the student file. Students are required to have their CPR card on them at all times during class, laboratory, and clinical activities. If the CPR card expires during the program, the student may not participate in any clinical activities and may be dropped from the program. Missed clinical experiences will be considered an unexcused absence.

MEDICAL INSURANCE WAIVER

Students will be working in a clinical environment and may be exposed to infectious and communicable diseases. Students will also be handling sharp instruments and be exposed to biohazardous materials. **Students are strongly encouraged to carry their own Health Insurance coverage in the event of needing medical care during their clinical practice. Students must sign a Medical Insurance waiver**, stating that in the event of becoming ill or contracting an infectious disease including, but not limited to Tuberculosis, Hepatitis B, and HIV (AIDS), the student is responsible for all medical costs associated with treatment and recovery from the condition. Please see waiver attached.

Acknowledgement of Receipt and Understanding

By signing below, I acknowledge receipt of a copy of the current *Informational Packet for Admissions Applicants* for the Plaza College Dental Hygiene licensure programs.

This packet describes the admissions procedures including background check and urine drug screening; program mission, purpose, philosophy, and goals; program sequence of content; course transfer policy; scope of practice and employment opportunities; information on bloodborne pathogens and infectious diseases; appearance and dress code; CPR requirement; and medical insurance.

By signing below, I also acknowledge that I understand and accept all of the information provided in the document.

_____

Student Signature

_____

Print Name

_____

Date

Original signature copy will be retained in the student's program file.