



Loma Linda University

School of Dentistry
Clinic Administration

Loma Linda, California 92350
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PLEASE TAKE THE TIME TO READ THE FOLLOWING INFORMATION.
IT SHOULD ANSWER ALL THE QUESTIONS THAT YOU MAY HAVE.

Western Regional Dental Board Candidate Information June 8-12, 2012

We at the School of Dentistry wish to make your experience here as pleasant and convenient as possible. The information below should answer any questions you may have regarding the upcoming examination.

1. We are not able to screen or provide patients to candidates, nor to provide School records or radiographs to candidates. No solicitation for patients is permitted in the School building or in the immediate School of Dentistry campus area.
2. **Building and Access Hours** – The building will be open from 6:00 a.m. to 6:00 p.m. during the Western Regional Dental Board Examination, unless otherwise requested by the examiners.
3. **ATM Machines** – None Available
4. **Food Service** – There are vending machines in the basement of the dental school. Loma Linda Medical Center has a full service cafeteria in the lobby level of the hospital this is open from 6:00 a.m. to Midnight.
5. **PATIENT SCREENING - THE SCHOOL DOES NOT PROVIDE PATIENTS FOR CANDIDATES TO SCREEN.** You may bring your own patients to the School of Dentistry for examination and/or radiographs. Because our own busy school program will be in full operation through Thursday, June 7th, our clinic facilities will be available for the screening of Board patients during the week prior to state boards **on a space available basis**. Clinic hours are 8:00 a.m. - 5:00 p.m., Monday through Thursday & from 8:00 a.m. - 3:00 p.m. on Friday. **THE SCHOOL OF DENTISTRY WILL BE CLOSED SATURDAY, JUNE 9TH, 2012.**
6. **RADIOGRAPHS** – Analog radiographs of patients may be taken by candidates using F-Speed film only. If the candidate does not have F-Speed film, it will be provided by the School of Dentistry at no cost to the candidate. Radiographic services by the Radiology Clinic Staff **may be available, for a fee**, the week prior to the scheduled board examination from 8:00 a.m. to 5:00 p.m. Monday through Thursday. Radiographic facilities are available on Friday and Sunday through Tuesday of the board examination week. Time and space availability will determine when and what radiographs can be taken. Therefore, it is recommended that candidates have radiographs taken before arriving in Loma Linda, if possible. Candidates will also need to provide their own screening (examination) instruments for use in the Radiology Clinic. **LOMA LINDA UNIVERSITY WILL BE A CONVENTIONAL RADIOGRAPHIC FILM ONLY EXAMINATION SITE.**

7. **SCHOOL TOUR** - A tour will be given before orientation on Friday, June 8th, 2012 to familiarize candidates with LLUSD. It is strongly recommended that all candidates attend as there will be new and important information given. Refer to your board schedule for time and location.
8. **SUPPLIES** - The following supplies will be **PROVIDED** to candidates at the Clinic Supply dispensary located in the main clinic during the license exam.

| | | | |
|---|--|----------------------------|--|
| Air-water syringe tips - disposable | Disposable prophylaxis cups, brushes & paste | Composite – Polishing Cups | |
| Amalgam – fast and regular | Hi and Low Suction Tips | Polishing strips | |
| Anesthetic - local and topical (needles) | Floss | Rubber Dam & Napkins | |
| Articulating paper (red, blue, horseshoe) | Gauze 2x2's | Styrofoam trays | |
| Autoclave Tape | Gloves | Tissue - facial | |
| Bags – Sterilization / Tape | Head Rest Covers | Tongue blades | |
| Bibs and Holders | Hemodent | Trash bags | |
| Bite wing tabs | Hydrogen Peroxide | Ultradent | |
| Blades (15 & 12) | Masks | Vaseline | |
| Bite Blocks – (disposable) | Matrix bands | Vitrabond | |
| Chloroform | Mouthwash / Cups | Wedges | |
| Cotton Rolls | Patient Drapes | | |
| Cotton swabs | Peridex | | |
| Disinfectant – Cavi Wipes | Disposable Tray Covers | | |

AVAILABLE FOR PURCHASE FROM DENTAL SUPPLY FOR \$24.00

COMPOSITE PAK
 CONTENTS: Polishing cups, Omni- Matrix-Mylar, Acid etch, Peek LC, sable seek, (Enamel) A2, A3, A 3.5, Permaflo A2, InterGuard, topical, ultra-blend.
 NO OTHER SHADES AVAILABLE AT LLUSD

9. **ENDODONTIC PORTION INFORMATION -**

Endodontic supplies provided are:

Chloroform, Developer, Eugenol, Fixer, Roth Sealer, **REDTA**, Gutta Percha, (ISO standard & conventional MF, F, M, FM) Paper points. F Speed film provided. RC Prep, sodium hypochlorite, cotton pellets, Alcohol, masks, gloves, rubber dams, disposable gowns & disposable paper products provided in lab.

Endodontic supplies not provided are:

Files, instruments, burs & Gates glidden burs & handpieces

The "Modu Pro Endo Kit" for the Endodontic portion of the Western Regional Boards is available in Dental Supply. This kit contains modu pro arch models, PDL putty, fixing gel and 2 mixing tips. Cost is approximately \$160.00 + tax. The replacement PDL putty is also available at approximately \$15.00 + tax, replacement fixing gel/2 mixing tips at approximately \$15.00 + tax and replacement Arch Models at approximately \$18.00 + tax.

Provided in Endodontic Lab:

Six view boxes, four portable x-ray machines and eight hand developers.

10. **NO INSTRUMENT OR EQUIPMENT RENTAL AVAILABLE AT LOMA LINDA UNIVERSITY SCHOOL OF DENTISTRY.
NO HANDPIECES FOR SALE OR RENT AT LLUSD.**



PLEASE READ THE FOLLOWING SECTION



11. **CLINIC EQUIPMENT** - Dental units are equipped with air control boxes with Midwest “Q” quick connect high speed handpiece tubing. Slow speed is standard 4-hole tubing. **Candidates must use the Midwest adaptor for a high speed handpiece, this adaptor is available at LLU School of Dentistry / Dental Supply at an approximate cost of \$20.00.**
- All units have a 3-way air-water syringe. **Syringe tips are provided.**
- All units have a quick-connect water source for ultrasonic scalers. Sonic scalers which fit the 4-hole hand piece tubing can also be used. **The School does not provide ultrasonic or sonic scalers.**
- KAVO & Electric Handpieces DO NOT work on our equipment**
- All dental chairs are equipped with fiber optic light for high-speed hand pieces.
- Eye wear is required for candidate and patient, for all clinic sessions. Available for purchase at the dental supply store.
12. **STERILIZATION PROTOCOL** - For the sterilization of instruments during the Western Regional Board Examination, please mark your candidate number on the sterilization pouches, in dark pencil or the special Sharpie pen provided in the center aisle of the main clinic. Items to be **PROCESSED** should be dropped off at the receiving window to the right of the main clinic supply windows. Processing takes 3 hours. **(A receipt will be given when turning in instruments. Please retain receipt and use for pick-up of instruments.)** To **PICK-UP** sterilized items go to first floor sterilization located off of the main hallway. If you have cassettes or other containers that can be sterilized, please feel free to use them as long as they are marked. If you wish, there are sterilizing pouches provided in the center aisle of the main clinic for your convenience. **APPROPRIATE SIGNS WILL BE POSTED FOR YOUR DIRECTION.**
13. **DENTAL SUPPLY STORE** - The School store is located in a central area on the first floor. Instruments and supplies may be purchased by candidates. The store will be open prior to and during the examination (except Saturday) Friday, 6:45 a.m. - 3:00 p.m., Sunday & Monday 6:45 a.m. - 5:00 p.m. and Tuesday 6:45 a.m. – 12:00 p.m. If you need additional information, please call (909) 558-4626. **DISPOSABLE GOWNS WILL BE AVAILABLE FOR PURCHASE THROUGH THE DENTAL SUPPLY STORE.**
14. **LABORATORY FACILITIES** - The candidates will be able to use student lab bench spaces for the laboratory phases of the Board examination. If a candidate wants to cast his/her own casting, the student lab has burnout ovens and casting ovens. The lab will be open until 11:00 p.m. on the evenings of the exam. Candidate lab is located on the 1st floor, lab 1112. Lab supplies provided: alginate, plaster and stone.

Candidates will not be allowed to bring their own dental technician into the School. If a candidate wishes to have a dental technician complete his/her clinical casting, there are numerous commercial laboratories in the area. Labs that have provided services during past exams include:

Dennis Corydon
(951) 795-5421

Brent Carnahan
(909) 794-0808

Kogel Dental Lab
(909) 794-8363

15. **WASTE DISPOSAL** - All disposable materials that have been contaminated with saliva or blood (sponges, cotton rolls, rubber dam, bibs, gloves, etc.) must be put into the paper bag which is provided for each patient. The closed paper bags containing soiled materials must be put into the trash receptacle located in the cubicles. All sharp materials, needles, blades, empty anesthetic carpules, etc. must be deposited in the special "**RED CONTAINERS**" marked "**SHARPS**". Empty partially used local anesthesia carpules into a 2x2 gauze and then dispose of the gauze into a Pharmaceutical (RX) waste container. **ENCLOSED IS THE INFECTION CONTROL PROTOCOL FOR THE LLU DENTAL CLINIC.**
16. **DENTAL UNIT MALFUNCTIONS** - Report equipment problems to the reception desk at the south end of the clinic. An equipment technician will promptly come to your unit.
17. **PARKING** - Candidates, patients, and assistants may use the parking lot adjacent to the School of Dentistry until it is filled. **THE ONLY ACCESS TO THIS LOT WILL BE FROM ANDERSON STREET AND UNIVERSITY COURT AT THE DENTAL SCHOOL ENTRANCE.** Additional free parking is available in lot "U", on the northeast corner of Anderson and Stewart Streets, one block north and east of the School of Dentistry. Street parking is limited to two hours in some areas. The cul-de-sac in front of the school is not recommended for parking as it is limited to ½ hour and 1 hour parking only. Citations for overtime street parking are issued by the City of Loma Linda.
18. **PATIENT BROKERING** - Patient brokering, i.e. the selling of patients, will not be tolerated under any circumstances within the School of Dentistry and/or on the premises of the university. Violation of this rule will result in immediate removal from the campus of Loma Linda University.

EMERGENCY PHONE NUMBER

while inside the School:

8333 - Medical Emergency

1616 - Telephone Operator

1. UNIVERSAL BARRIER PROTECTION

The policy for LLUSD clinics is to employ universal barrier protection in **all direct patient contacts**. These protective barriers and techniques include: Gloves, proper hand washing, mask, eye protection and protective clothing. Application of universal barrier protection is described in the sections to follow.

2. BASIC INFECTION CONTROL PROCEDURES

- Standard precautions shall be practiced in the care of all patients.
- Universal Precautions is an approach to infection control, according to the concept of Universal Precautions, all human blood and certain human body fluids are treated as if known to be infectious for HIV, HBV, HCV, and other Bloodborne Pathogens.

2.1 General rules for infection control:

- Infection control applies to **all** patients.
- Cross-contamination is reduced by the use of the following universal barrier protection: Gloves, face mask, protective eyewear **and** Protective clothing (clinic barrier gown).
- Wash your hands with an antimicrobial soap **before** gloving and **after** degloving. If hands are not visibly soiled or contaminated an alcohol based hand rub may be used as an alternative to soap and water. Remove all rings. Put gloves on when you are ready for intraoral procedures; after gloving, **do not** touch anything other than the patient and the equipment, instruments and supplies needed for the procedure. If you need to obtain some equipment outside the operatory, or if you need to touch the patient's chart, or handle any object other than those used in the procedure, or leave the cubicle for any reason whatsoever, you must remove your gloves followed by hand washing.
- If gloves are compromised (torn or damaged) during a procedure, remove them, wash your hands and put on a new pair of gloves.
- Clean and disinfect the operatory **before** setting up for the patient, and **after** you have completed treatment and dismissed your patient. Using the two step procedure wipe to clean, wipe to disinfect (read label).
- Face masks and protective eyewear, or face shields with mask, are mandatory in all patient contacts in which aerosol spray, splashing or spatter could occur: e.g. use of high speed hand pieces, ultrasonic equipment, air/water syringes, and during scaling and surgical procedures.
- Protective clothing is mandatory in all direct patient contacts: examinations, radiographic procedures and all treatment procedures. Clinic gowns used as protective clothing should be changed at least daily and when visibly soiled from treatment procedures. Soiled disposable gowns are to be placed in the trash cans

provided. Gowns are to be worn only on the second floor clinic areas. **DO NOT WEAR GOWNS** in labs, bathrooms, lounges or outside of the building. Hair must be secured so that it does not contact your patient, instruments, equipment or supplies.

- Whenever anesthetic injections are used, recap the needle by using a recapping device or the “scoop” method. (Without touching the cap with your fingers, insert the needle into the cap, as it lies on the tray, by directing it with the syringe. When the needle has been inserted, lift up the syringe with the “scooped up” cap in place. The cap can then be pushed into place by finger pressure.) If you are working with an assistant, **do not pass** the syringe to the assistant after completing the injection. You must complete the recapping yourself before replacing the syringe back on the treatment tray.
- Regulated Medical Waste Disposal:
Sharps Waste Container: Dispose of all needles & empty anesthetic carpules.
Pharmaceutical Waste Container: Dispose of partially used anesthetic carpules into 2x2 gauze and then dispose of the gauze into a Pharmaceutical (RX) waste container.

2.2 Preparation of operatory prior to seating patient

- Always use gloves, mask, wear safety glasses and protective clothing when disinfecting the operatory.
- Prepare the operatory before use by removing debris from the floor and counter tops, disinfecting all surfaces identified below. Use 1st CaviWipes Disinfecting Towellette to clean cubicle. Use 2nd CaviWipes Disinfecting Towellette to disinfect the cubicle. Wipe all environmental surfaces to include the **handle** and **switch** of the dental light, handles, receptacles, brackets, valves of saliva ejector, high speed evacuator. Hoses for suction and air rotors: disinfect 24" from connection to suction tips and hand piece. Switches and knobs on unit Mobile cart and counter surfaces, including radiograph view box buttons. Patient and operator chairs: those parts that may have been touched with contaminated hands or been splattered (ie. Air-water syringe handle).
- Flush air-water syringe and hand piece hoses for **2 minutes** into high speed evacuation system or the sink.
- Remove and dispose of gloves.
- Wash hands using antimicrobial soap for at least 15 seconds.
- Pick up from the supply window and/or cabinets any dispensary supplies and equipment to be used during the patient visit.
- Set up protective covers, barriers, supplies and instrument cassette(s).
- Put protective mask, exam gloves on counter. Wear either protective eyewear or face shield. **(Personal eye wear is not a substitute for eye protection)**
- Place radiographs on view box and review patient's chart information. That part of the counter, under the x-ray view box, is reserved for charts and forms necessary for the patient treatment. It is to be considered **clean** and must be avoided.
- You are now ready to seat your patient

