STANDARD 5 - HEALTH AND SAFETY PROVISIONS

Infectious Disease/Radiation Management

5-1 The program must document its compliance with institutional policy and applicable regulations of local, state and federal agencies including, but not limited to, radiation hygiene and protection, ionizing radiation, hazardous materials, and bloodborne and infectious diseases. Policies must be provided to all students, faculty, and appropriate support staff, and continuously monitored for compliance. Policies on bloodborne and infectious diseases must be made available to applicants for admission and patients.

All faculty and clinic staff receives a current copy of the Dental Hygiene Department Clinic Manual at the beginning of the academic year. All students purchase the Clinic Manual as a required text their junior year and receive access to a digital version during time in the program. Reference copies are available in the clinic. As part of the orientation packet for junior and senior years, respectively, students are sent via US mail the Student Handbook during the summer months. At fall semester orientation, they have the Student Handbook reviewed with them. An opportunity to answer questions is provided and then the students sign a document that states they "have had a chance to read the Handbook, ask questions and understand its contents." Policies and procedures have been developed related to individuals who have bloodborne infectious diseases.

Applicants that have been accepted into the program are mailed a summary of policies informing the potential exposure to potentially infectious secretions (saliva and blood), and they may be treating patients with potentially infectious diseases. Standard infection control procedures (gloves, masks, appropriate eyewear, and sterilization equipment) are used with all patient treatment. They are informed that the Department of Dental Hygiene complies with all OSHA regulations regarding dental practice and students will be expected to comply. Also, in accordance with Centers for Disease Control and Prevention (CDC) guidelines, all students will 1) demonstrate proof of immunity to hepatitis B, or 2) be immunized against hepatitis B virus, or 3) formally decline the vaccination, releasing Weber State University from all liability.

Students: Student Handbook (p 9) outlines the Dental Hygiene Department requirements for protection of students related to bloodborne infectious diseases. Patient are offered pamphlet prior to appointment and sign health histories with consent for treatment.

Radiation Management

Students must successfully complete DENT 2206 Radiology lab and DENT 2208 Radiology didactic course on concepts and procedures related to radiation safety before they work on actual patients. Students are required to display the patient's most current radiographs and refer to them during clinical treatment. Further, students perform

comprehensive forensic dental charting and identify existing pathology in the oral cavity for every clinical patient.

The program's asepsis, infection and hazard control protocol is communicated to students and adjunct faculty through the Dental Hygiene Program Clinic Manual. During the first semester in the program, policies are taught in Clinical Dental Hygiene I (DENT 2206 and DENT 2207 Dental Hygiene I). For all faculty and staff, the Clinic Manual has the policies outlined, as well.

Students are monitored in clinical sessions according to the policies in the Clinic Manual, and on each of their patient encounter forms. Program faculty sign their Exposure Control Training form to indicate knowledge of and compliance with the program's policies on asepsis, infection and hazard control (Exhibits 68, 69).

We use an area monitor to assess the potential emission of ionzing radiation; this monitor is managed through the WSU Department of Environmental Safety and Quality Control and is processed every 3 months (in compliance). Additionally, the tube heads are inspected each five years, as required by the State of Utah Division of Radiation Control, with the most recent inspection conducted in 2015 (in compliance).

Supportive Documentation

Exhibit 9	Weber State Dental Hygiene Program Student Handbook	Page 176
Exhibit 20	Weber State University Dental Hygiene Clinical Manual Section IV-7, II, Section X	Page 251
Exhibit 28	Curriculum sequence	Page 513
Exhibit 29	Dental Hygiene Curriculum document Prerequisite courses Dental Hygiene program courses	Page 518 available on-site
Exhibit 32	Process Evaluations (summary listing)	Page 523 available on-site
Exhibit 36	Eaglesoft® Patient records and Data Management system Clinic patient chart; collecting and recording data forms Clinic patient encounter form Radiology patient encounter form	Page 544
Exhibit 52	Adjunct Faculty Handbook	Page 697 Available on-site
Exhibit 66	Radiology Compliance Document	Page 750

	CBCT Calibration record	
Exhibit 68	Exposure Control Training Record	Page 797
Exhibit 69	Verification form: Student Handbook review, Immunization Records and Waiver form	Page 798
Exhibit 70	ADHA Standards for Clinical Dental Hygiene Practice	Page 799

5-2 Students, faculty and appropriate support staff must be encouraged to be immunized against and/or tested for infectious diseases, such as mumps, measles, rubella, tuberculosis, varicella and hepatitis B prior to contact with patients and/or infectious objects or materials in an effort to minimize the risk to patients and dental personnel.

Students, Faculty, and Staff: A comprehensive health history form is completed by every student and reviewed during clinic with all applicable signatures and physician consultation, as appropriate. Student medical records are stored digitally through Castle Branch online system. Faculty and staff have their health history forms reviewed by the Department Chair and filed in their department employment file that is kept in a locked room.

All contract faculty, students, and staff, adjunct faculty, and as substitute faculty receive annual OSHA training via the ADA's "OSHA and the Dental Office Training Program." Update forms are signed by the faculty member and applicable supervising faculty and maintained in the employee file. The WSU Student Health Center offers several types of medical laboratory tests and immunizations (Annual flu vaccines, Hepatitis Surface Antigen, TB skin test, etc.) to faculty and students at minimal or no cost.

All patient, faculty, staff and student records are handled and maintained by qualified staff personnel, treating clinicians/ students and the supervising faculty of those students. All records are stored in locked or secured room and are protected from being viewed in public areas.

Employee files are kept in a locked cabinet in room 475 D. Any information pertaining to faculty and staff is considered confidential and not discussed. Student patient files are filed through a digital patient system EagleSoft, remaining paper charts are kept securely locked with limited access to only administrators. Students are required to attend educational presentations on HIPPA regulations and sign the forms acknowledging that they understand and will abide by HIPPA rules.

Policies are communicated to faculty and students in their respective handbooks (Faculty and Staff Handbook and the Student Handbook) and in the Dental Hygiene Program Clinic Manual. Patients are made aware of confidentiality policies with the confidentiality statement on the health history form that they complete prior to being

accepted as a clinic patient and in a brochure that they are offered as they check into the clinic. The patient signs the health history form after reading all information indicating knowledge of the content on the document.

Applicants are aware of confidentiality policies based on website communication as well as information presented to the student when they visit the admissions advisors to the college of health professions. Applicants to the program have access to the University Catalog that presents information on university policy of confidentiality of student records.

At the beginning of the first year of the program, students are introduced to the immunization policy through the review of the Student Handbook and in didactic courses (DENT 2207, DENT 2206). The student is provided a Castle Branch link to purchase login for medical record storage. In Castle Branch students provide signature to accept or to decline immunizations. These signed records and immunization records are kept in the student's file of Castle Branch and only accessed by department personal. All faculty, contract and adjunct, have cumulative records that are updated annually along with the appropriate verification of current immunizations or their choice to decline immunizations.

Supportive Documentation

Exhibit 9	Weber State Dental Hygiene Program Student Handbook 16-17	Page 176
Exhibit 29	Dental Hygiene Curriculum document Prerequisite courses Dental Hygiene program courses	Page 518
Exhibit 69	Verification form: Student Handbook review, Immunization Records and Waiver form	Page 798

Emergency Management

5-3 The program must establish, enforce, and instruct students in preclinical/ clinical/laboratory protocols and mechanisms to ensure the management of emergencies. These protocols must be provided to all students, faculty and appropriate staff. Faculty, staff and students must be prepared to assist with the management of emergencies.

A locked medical emergency kit is kept in the instructor area on the East wall, clearly labeled: EMERGENCY. The basic first aid kit, unlocked and the AED (automatic

external defibrillator) is next to the Emergency kit. Portable oxygen tanks are located at the west and east ends of hallway in the clinic.

Dental Hygiene Program Clinic Manual, Section III, Emergency Procedures outlines the protocols, established rehearsal plans and specific assignments of each participant in the emergency situation.

Dental Hygiene Program Clinic Manual, Section III, 9-12 The clinic has an unlocked First Aid Kit that contains "over-the-counter" first aid supplies. The Medical Emergency Kit is locked and labeled with the date on it. Monthly, the Medical Emergency Kit is inspected. If the lock is broken, an inventory is taken and items are replaced. The Clinic Manager coordinates the management of the First Aid Kit and the Medical Emergency Kit. The Medical Emergency Kit is managed through the coordination with the supervising dentist and full time clinical faculty.

At the beginning of each semester, the Clinic Manager in coordination with the supervising dentist checks the oxygen tanks, first aid kit and medical emergency supplies. During clinic orientation, semesters 1 and 3, a seminar on emergency equipment, supplies and procedures is presented.

Dental Hygiene Clinic (Room 463 Map)

The Material Safety Data Sheets (MSDS) is compiled and maintained on all laboratory and clinic materials. The complete MSDS document is available in the laboratory (room 479) and room 475, Program Office. All personal protective devices (gloves, masks, eye wear) are available and readily accessible. Disposable towels for cleanup, a fire blanket, and fire extinguisher are available. A first aid kit is kept in the clinic (east wall in faculty area) that has basic first aid supplies, clearly labeled first aid. An eye wash station is available and accessible at each of the eight sinks in the clinic.

Laboratory (Room 479 schematic drawing)

Basic first aid supplies are available in the laboratory classroom (room 479). An eye wash station is available, operable and accessible in the laboratory.

Off-campus clinics:

Midtown CHC Dental clinic: has a locked medical emergency kit in the instrument processing and sterilization room. Positive pressure oxygen tanks are stored in the hallway adjacent to room 4. During orientation safety and emergency procedures are reviewed and are reinforced throughout the semesters.

VA Medical Center Dental Clinic: has a medical emergency kit in the hallways adjacent to. Positive pressure oxygen tanks are stored in the hallway adjacent to room. During clinic orientations safety and emergency procedures are review and reinforced throughout the semesters

Supportive Documentation

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Exhibit 20	Weber State University Dental Hygiene Clinical Manual	Page 251
Exhibit 29	Dental Hygiene Curriculum document Prerequisite courses Dental Hygiene program courses	Page 518
Exhibit 60	WSU Dental Hygiene Clinic (floor plan) Including Rm 479 Laboratory room	Page 744