

**East Tennessee State University**  
**Johnson City, TN**  
**DENTAL HYGIENE PROGRAM**  
**CANDIDATED INFORMATION FOR THE CITA ADMINISTERED ADEX HYGIENE EXAMINATION**

Updated: 9/21/17

**PLEASE READ!**

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The intent of the information contained within this document is to assist the candidate with taking the Council of Interstate Testing Agencies (CITA) administered ADEX dental hygiene licensure examination. Questions related to the information in this document or to the facilities and policies of East Tennessee State University Dental Hygiene Program may be directed to the office of the Program Director for Dental Hygiene, Dr. Charles Faust, at (423) 439-4497 or [faust@etsu.edu](mailto:faust@etsu.edu). **Candidates should read this entire document before calling ETSU with questions since it contains all pertinent information.**

**FACILITY FEE**

The 2018 ETSU facility fee will be \$50 for all candidate

**PARKING**

Patient and candidate parking is anywhere on campus marked for students and/or faculty. ETSU student hygienists must park in student parking. Parking passes are available from the secretary in dental hygiene or online at <https://etsupws.etsu.edu/Parking/Login?ReturnUrl=%2fParking>. The dental hygiene clinic is located in the breezeway of Lamb Hall. Directions to the clinic can be located at <http://www.etsu.edu/etsuhome/maps.aspx>.

**CAVITRON USE AND INSTRUMENT STERILIZATION**

**All candidates will be required to furnish their own instruments, prophy handpieces, ultrasonic handpieces ultrasonic scalers. There is NO provision to borrow, rent, or otherwise secure additional instruments (including ultrasonic handpieces/ insert tips and prophy handpieces/motors) before or during the exam at ETSU.**

**All instruments for the patient based examination must be sterilized prior to coming to the exam. All bags/wraps should be clearly labeled with only your candidate number.** If you would like to make arrangements to have your instruments sterilized at ETSU, you may contact Lori VanDyke at 423-439-4497 or [vandykel@etsu.edu](mailto:vandykel@etsu.edu) between May 7, 2018 and May 11, 2018; all instruments to be sterilized at ETSU will need to be turned in **no later than 2 pm the day before the scheduled examination.** Please do not call the CITA office regarding ultrasonic use and/or sterilization.

**We ask all candidates to bring their own safety glasses as well as safety glasses for patient use.**

**SCREENING PATIENTS AND RADIOGRAPHS**

All screening and preparatory treatment of patients must be completed prior to examination at the candidate's own facility.

**Local anesthesia is allowed at this exam site. See manual for guidelines and required documentation.**

## **DENTAL UNITS**

Dental units at ETSU Dental Hygiene Program are equipped with ADEC traditional two-hole connectors for slow-speed handpieces. ETSU has both digital viewing at the station as well as traditional view boxes for hard copy x-rays.

## **SUPPLIES AVAILABLE**

Dental Floss	Paper gowns,
2X2 gauze	Mask, Gloves
Prophy Paste	Patient Napkins
Prophy Angle Cup	Saliva ejectors/suction tips
Prophy Angle Brush	

# **INFECTION CONTROL POLICIES AND PROCEDURES TO BE FOLLOWED DURING THE EXAM**

## **PREPARATION AND DISINFECTING OF TREATMENT AREAS**

- A. Clean-up and aseptic preparation of treatment area is required according to the protocol outlined below, immediately following each patient encounter. Adherence to these procedures will insure that all treatment areas will be left in an aseptic and sanitary condition and that minimal preparation of the treatment area will be required before seating a new patient.
- B. Use plastic covers for the bracket tray, dental chair, and accessory arm. These covers provide the most effective protection from chemicals and microbes. Items so covered do not require surface disinfection after patient treatment unless the integrity of the cover has been compromised.
- C. Preparation of treatment areas shall be performed in accordance with the following sequence of activities.
  1. Each treatment area shall be stocked with the following items:
    - a. paper towels
    - b. liquid hand soap
    - c. disinfectant wipes
    - d. plastic covers for bracket tables, dental chairs, and accessory arm; paper bracket tray covers
    - e. plastic covers for lamp handles; sticky barriers for light switch
    - f. disposable treatment gloves and masks
  2. Upon entering the treatment area, place the rheostat on the floor, place full water bottle on unit, turn on the main switch and lower the dental chair. Remove all jewelry from hands, except watches and store in a safe place.
  3. Wash hands with soap, lather and rinse. Use a paper towel to avoid direct contact with the faucet handles.

4. Test air/water syringe and suction to ensure unit activates. Flush all water lines for 2 minutes.
  5. Set out sealed instrument bag and supplies for the entire treatment procedure on the covered bracket table and counter top as necessary. Place disposable napkin on bracket tray.
  6. Seat the patient. Patient use of an antiseptic mouthwash is recommended prior to treatment for reduction in patient oral bacterial count.
  7. Put on mask and eye covering. Wash hands, put on disposable treatment gloves. Open sealed instrument bag without contaminating instruments.
- D. Clean-up and disinfecting of the treatment area shall be performed according to the following sequence of activities after dismissing the patient for final grading: [Do not disinfect surfaces and items covered with plastic wrap unless the plastic cover was compromised during treatment.]
1. Wash hands with hand soap. Rinse, dry, and put on heavy duty nitrile gloves (**you must provide your own**). Place disposable items from the bracket table into the inverted plastic covering the dental chair and discard.
  2. Discard any sharps items including Oraqix dispensing cannula into puncture-resistant container located in cabinet under sink at each treatment area.
  3. Any instruments belonging to ETSU must be returned to the dispensary.
  4. Use a disinfectant wipe(one in each hand) to pre-clean and disinfect accordingly:
    - A. Mouthwash bottles, water faucet spigot, entire countertop around the sink, opening for trash receptacle
    - B. Countertops, sides and fronts including drawer/cabinet pulls
    - C. Miscellaneous items that may be used including, but not limited to: hand mirror, pencils/pens, pen cup, clipboard, patient bib clips, patient glasses, plastic chart holder, any items to be touched with contaminated hands
    - D. Handpiece and air/water syringes and cords
    - E. Evacuation couples and holder and half the hose
    - F. Stool adjustment levers
    - G. Any item where a barrier has been used but the item has been contaminated anyway
  5. Remove gloves. Wash hands with soap, rinse, and dry with paper towel.
  6. Raise the patient chair to the highest position possible and place rheostat on a paper towel in the chair.

## **TREATMENT OF INSTRUMENTS**

- A. Only sterile instruments and handpieces may be used in patient treatment.
- B. Rinse instruments in the treatment area and remove excess gross accumulation of debris. You may obtain a clean clearvue bag to transport instruments from the exam facility from the dispensary or use the plastic container you supplied for the exam.

## **OTHER FACILITY RULES**

In order to ensure a smooth-running examination, it is essential that you strictly adhere to the following rules, procedures and guidelines:

### **ACCESS TO FACILITY**

You will be allowed to enter ETSU Dental Hygiene facility after 6:15 a.m. The School will be locked at 7:00 p.m.

### **STORAGE OF INSTRUMENTS AND SUPPLIES**

You are reminded that there are no provisions for storing instruments, equipment, supplies and personal belongings at the school, either overnight OR during the day. The school does not have space available for storage. If you leave items at the school during the examination period, you do so at your own risk!

### **SMOKING, FOOD AND BEVERAGES**

Smoking is not permitted on the ETSU campus. For reasons of health and sanitation, food and beverages are not permitted in patient reception area or in the clinical care areas at any time. Please ensure that your patients and assistants are informed of these rules.