DENTAL ASSISTANT SPECIALTY

Clinical Skills-Preventive Dentistry

Volume 4

381st Training Squadron
2931 Harney Road
Fort Sam Houston, TX 78234
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INTRODUCTION

1. Volume 4 Clinical Skills—Preventive Dentistry, Qualification Training Package (QTP) contains modules on Clinical phase/fundamentals, oral health care instructions, periodontal instruments, and removing accumulated deposits. This QTP is designed to enhance 5-skill level on-the-job training (OJT) of dental assistant journeyman. Training references listed in each module may be used to compliment training. All QTPs are intended to be used by trainees, trainers, supervisors, and task certifiers. Before initiating any training you should review your responsibilities as a supervisor/trainer for conducting OJT per AFI 36-2201, Chapter 6, Air Force Training Program On-The-Job Training Administration.

2. QTPs are instructional packages designed to help you conduct and evaluate your field training. Once you begin upgrade training you are required to use the QTPs. QTPs provide continuity to the trainee’s upgrade training and are divided into the following volumes: 1) Basic Skills and Infection Control/Sterilization; 2) Clinical Skills-Radiology; 3) Clinical Skills-Chairside Assisting; 4) Clinical Skills-Preventive Dentistry; 5) Patient Administration, 6) Logistics Management; 7) Budget and Financial Planning and 8) Supervision and Training. The QTP modules were designed to assist you in preparing for and conducting training. Each module segments the major tasks into teachable elements. Your goal is to provide enough training and guidance so trainees can do all task related steps, without assistance. QTPs also aid OJT task certifiers in evaluating the trainee’s demonstrated performance. If you have local training requirements not covered by a QTP module you should develop “steps in performance” and “performance checklists” that support and standardize those tasks. When you are satisfied the trainee meets standards, as prescribed in the QTP performance checklist, you must document each task completion in the QTP tab. If a person is being recertified on a task that is supported by a QTP you must use that module to complete the recertification process.

3. Typically, you will manage each module by first, training the tasks and then, evaluating performance. Your local steps in performance may vary from the method listed in the QTP module. If this is the case, you are authorized to make changes to the first half of each module, (i.e. steps in task performance); however, the “performance checklist” is considered a standard and cannot be altered. You may train each QTP volume/module in any sequence; however, when conducting training use an organized and methodical approach. This will reduce your training time and enhance your efforts.

4. The QTPs are a tool for assessing/certifying the Dental Assistant initially and each time they arrive at a new duty station. The QTP should be used as a tool for standardizing annual refresher training. Our goal has been to publish a useable document for both the trainee and trainer. We value your first hand expertise and solicit your feedback on how we can improve our product. Direct all inquiries to:

4Y0X1, Dental Assistant CDC Writer
381st Training Squadron
DSN: 420-2041
Comm: (210) 808-2041
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: CLINICAL PHASE/FUNDAMENTALS

TASK NAME: Identify the Presence of Calculus

CFETP/STS REFERENCE:
9.6.12 Locate and identify anatomical landmarks
10.3.1 Identify the presence of calculus

EQUIPMENT REQUIRED:
1. Dental health record
2. Patient radiograph or digital image

TRAINING REFERENCES: 1-2

OBJECTIVE: Provided diagnostic radiographs, adequately determine the presence of calculus.

EVALUATION INSTRUCTIONS:
After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:

1. Turn on view box or computer
2. Acquire radiograph from MiPACS or dental health record
3. Position most current radiographs on view box or via MiPACS program
4. Inspect maxillary and mandibular oral anatomy tooth by tooth, from left to right
5. Identify light protrusions (spurs) at neck of tooth
6. Annotate location of calculus deposits on patient treatment narrative
7. Return radiograph to dental health record or close MiPACS program
8. Turn view box or computer off
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: CLINICAL PHASE/FUNDAMENTALS

TASK NAME: Perform Screening Examinations and Refer Patients as Needed

CFETP/STS REFERENCE:
10.3.2 Perform screening examinations and refer patients as needed
10.3.3 Identify and record oral health

EQUIPMENT REQUIRED:
1. Dental health record
2. Dental mirror and explorer/probe
3. Handwashing solution/paper towels
4. Patient napkin and clamps
5. Personal Protective Equipment (PPE)

TRAINING REFERENCES: 1-3

OBJECTIVE: Provided a patient and proper equipment, properly perform screening exam

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Discuss positive health entries with patient, refer changes to dentist
2. Initial and date health history
3. Position the patient in proper treatment position for the procedure and position the dental treatment light into the patient's oral cavity
4. Extraoral examination: visual observation of face, head, and neck; palpate TMJ, lymph nodes, and salivary glands of the neck and face.
5. Intraoral examination: Using a dental mirror, examine the soft and hard tissues of intra-oral cavity to include the following: lip borders, tongue, interior cheek, floor, palate, tonsillar region, throat, alveolar ridge, gingiva, teeth and proximal areas
6. Notice any color or size changes, bleeding, swelling, cracks, abscesses, etc.
7. Consult dentist for any abnormal or suspicious findings
8. Continue with scheduled treatment (unless contraindicated)
9. Complete appropriate patient treatment forms
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: CLINICAL PHASE/FUNDAMENTALS

TASK NAME: Identify and Record Oral Health

CFETP/STS REFERENCE: 10.3.3 Identify and record oral health

EQUIPMENT REQUIRED:
1. Dental health record (hard copy or electronic)
2. Patient treatment forms

TRAINING REFERENCES: 1-2

OBJECTIVE: Provided proper environment and resources, demonstrate appropriate identification and recording dental health practices.

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Perform normal patient screening procedures (as evaluated in QTP Volume 4 page 5)
2. Upon observation in oral mucosa, take note of oral health abnormalities
3. Observe any abnormalities
4. Consult dentist with abnormal findings or questionable areas within the mucosa
5. Record observations accurately in dental health record
6. Use descriptive details when annotating dental health record such as: location, color, size (usually in mm), shape, and any history patient can give on finding
7. Accurately record details of finding, and any homecare instructions or follow-up procedures relayed to patient

ATTACHMENT: Performance checklist
### PERFORMANCE CHECKLIST

**CLINICAL PHASE/FUNDAMENTALS**

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<td><strong>1. Identify Presence of Calculus</strong></td>
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<td>a. Inspect maxillary and mandibular arches tooth by tooth</td>
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<td>b. Identify light protrusions (spurs) at the neck of the tooth</td>
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<td><strong>2. Perform Screening Examinations and Refer Patients As Needed</strong></td>
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<td>a. Perform extraoral examination to head and neck and identify any abnormalities</td>
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<td>b. Perform intraoral examination of the soft and hard tissues of the oral cavity and identify any abnormalities</td>
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<td>c. Identify the steps to follow for abnormal or suspicious findings</td>
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<td>d. Complete appropriate patient treatment forms</td>
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<td>a. Observe mucosa for any abnormalities</td>
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<td>b. Record findings in dental health record</td>
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<td>c. Use size, location, color, shape, etc in description</td>
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<td>d. Consult dentist</td>
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**FINAL RESULT:**

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DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: ORAL HEALTH CARE INSTRUCTIONS

TASK NAME: Instruct Patient on Oral Hygiene Techniques and Devices

CFETP/STS REFERENCES: 10.3.4.4 Instruct patient on oral hygiene techniques and devices

EQUIPMENT REQUIRED:

1. Dental health record (hard copy or electronic)
2. Disclosing Agent
3. Oral hygiene devices (as available)
4. Hand mirror

TRAINING REFERENCES: 1-3

OBJECTIVE: Provided patient and proper resources, adequately instruct patient on oral hygiene techniques and devices

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:

1. Perform normal patient screening procedures (as evaluated in QTP Volume 4 page 5)
2. Prepare and apply disclosing agent IAW manufacturer’s instruction
3. Instruct patient to examine teeth using hand mirror
4. Explain the etiology, progression and treatment of gingivitis and periodontal disease
5. Emphasize the importance of improved oral hygiene through home care
6. Discuss how diet and nutrition affect oral health
7. Brief patient on proper oral hygiene based on patient’s needs (visual inspection/questions)
8. Emphasize importance of home care over dental clinic care
9. Demonstrate proper brushing techniques
10. Observe patient performance and recommend improvements
11. Demonstrate proper flossing techniques
12. Observe patient performance and recommend improvements
13. Demonstrate home care techniques using additional oral hygiene devices, if warranted (ie floss threader)
14. Observe patient performance and recommend improvements
15. Discuss/demonstrate proper care of dental prosthesis (if applicable)
16. Provide patient with additional home care items (if required and available)
17. Re-emphasize areas of needed improvement
18. Allow opportunity for patient questions and review of instructions
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: ORAL HEALTH CARE INSTRUCTIONS

TASK NAME: Effects of Tobacco Use

CFETP/STS REFERENCES: 10.3.4.5 Effects of tobacco use

EQUIPMENT REQUIRED:
1. Smoking Cessation brochures
2. Referral information for tobacco cessation program

TRAINING REFERENCES: 1-2

OBJECTIVE: Provided patient identified as a tobacco user, properly instruct and advise on the effects of tobacco use

EVALUATION INSTRUCTIONS:
After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Review current patient health history for positive response to tobacco use
2. Examine patient’s oral cavity for stains and/or lesions that may be caused by tobacco use
3. Counsel patient on relevant effects of personal tobacco use
   a. Provide information about local tobacco cessation program
   b. Discuss potential to develop oral cancer
   c. Review potential for severe periodontal infections
      A. Relapse during periodontal maintenance program
      B. Increased risk for peri-implantitis and peri-implant bone loss
      C. Localized recession and periodontal attachment loss
      D. Emphasize soft mucosal and palatal tissue changes
      E. Nicotine stomatitis
      F. Smoker’s melanosis
      G. Black hairy tongue
      H. Hyperkeratosis
      I. Dry socket
      J. Delayed wound healing
      K. Gingival recession (clefeting)
d. Discuss hard tissue changes
   A. Occlusal or incisal abrasion
   B. Cervical abrasion
   C. Tooth loss

e. Emphasize esthetic personal influences
   A. Halitosis
   B. Dental stains
   C. Prosthesis stains
   D. Orthodontic appliance stains
   E. Discoloration of restorations
   F. Impaired taste and smell

4. Allow opportunity for patient questions and review of information
Volume 4 Module 2

DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: ORAL HEALTH CARE INSTRUCTIONS

TASK NAME: Instruct Patient on Care of Dental Implants

CFETP/STS REFERENCES: 10.3.4.6 Instruct patient on care of dental implants

EQUIPMENT REQUIRED:
1. Dental health record (hard copy or electronic)
2. Dental care of implants documentation (as available)
3. Oral hygiene devices (as available)
4. Hand mirror

TRAINING REFERENCES: 1-3

OBJECTIVE: Provided patient with dental implant, adequately instruct patient on proper implant care/maintenance.

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Perform normal patient screening procedures (as evaluated in QTP Volume 4 page 5)
2. Explain importance of home care for implants
3. Explain progression of periodontal disease
4. Emphasize similarities of natural teeth and implants
5. Demonstrate home care techniques using required devices
6. Instruct patient to remove plaque at least once daily
7. Observe patient performance, recommend improvements
8. Emphasize importance of home care over clinical care
9. Emphasize use of plastic or wooden items to care for implants
10. Re-emphasize areas of needed improvement
11. Provide patient with appropriate home care items (if necessary
12. Allow opportunity for patient questions and review of instructions

ATTACHMENT: Performance checklist.
# PERFORMANCE CHECKLIST

## ORAL HEALTH CARE INSTRUCTIONS

### 1. Instruct Patient on Oral Hygiene Techniques and Devices
   - a. Apply disclosing agent IAW manufacturer’s instructions
   - b. Provide patient with mirror to indicate areas of plaque
   - c. Demonstrate home care techniques (brushing and flossing)
   - d. Instruct patient in proper oral hygiene instructions
   - e. Observe patient performance and discuss any needed improvements
   - f. Identify proper home care items
   - g. Allow opportunity for questions

### 2. Effects of Tobacco Use
   - a. Review current health history for positive tobacco use response
   - b. Examine patient’s oral cavity for stains and/or lesions that may be caused by tobacco use
   - c. Counsel patient on relevant effects of personal tobacco use
   - d. Allow opportunity for questions

### 3. Instruct Patient on Care of Dental Implants
   - a. Explain importance of homecare of implants and progression of periodontal disease
   - b. Identify similarities of natural teeth and implants
   - c. Demonstrate home care techniques
   - d. Instruct patient in proper plaque removal
   - e. Observe patient performance and discuss any needed improvements
   - f. Identify proper home care items
   - g. Allow opportunity for questions

## FINAL RESULT:

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DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: PERIODONTAL INSTRUMENTS

TASK NAME: Use Hand Instruments

CFETP/STS REFERENCES: 10.3.5.1 Use Hand Instruments

EQUIPMENT REQUIRED: Scaler/curette

TRAINING REFERENCES: 1-3

OBJECTIVE: Provided appropriate instrument, hand scale calculus deposits using proper technique.

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:

1. Select appropriate scaler/curette based on location of calculus
2. Grasp instrument with modified pen grasp
3. Determine correct working end of dental instrument
4. Establish stable finger rest/fulcrum
5. Place face of working end of instrument at zero degree angle to tooth
6. Insert instrument gently to the gingival margin
7. Pivot finger rest to open face of instrument forty-five (45) degrees from tooth
8. Establish blade adaptation and angulation (<90,>45)
9. Perform scaling using the appropriate method
10. Scale deposit from tooth surface using light lateral pressure in overlapping strokes
11. Maintain forty-five (45) degree angle from tooth surface throughout strokes
12. Verify calculus removal by inspecting tooth surface(s) for residual calculus
13. Repeat scaling, if deposits remain
14. Irrigate and aspirate the oral cavity, as required
15. Apply fluoride/varnish if applicable
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: PERIODONTAL INSTRUMENTS

TASK NAME: Use Exploratory Instruments

CFETP/STS REFERENCES: 10.3.5.2 Use exploratory instruments

EQUIPMENT REQUIRED:
1. Dental Mirror
2. Dental Explorer/probe
3. Other dental instruments (as needed)

TRAINING REFERENCES: 1-3

OBJECTIVE: Provided appropriate instruments, demonstrate using proper exploratory techniques

EVALUATION INSTRUCTIONS:
After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Position the patient in proper treatment position for the procedure and position the dental treatment light into the patient's oral cavity
2. Using a dental mirror and explorer measure patient oral hygiene status using an appropriate indice.
3. Notice any color or size changes, bleeding, swelling, cracks, abscesses, etc.
4. Determine and record the oral hygiene index or other local indices, as authorized/required
5. Consult dentist for any abnormal or suspicious findings
6. Continue with scheduled treatment (unless contraindicated)
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: PERIODONTAL INSTRUMENTS

TASK NAME: Use Ultrasonic Devices

CFETP/STS REFERENCES: 10.3.5.3 Use ultrasonic devices

EQUIPMENT REQUIRED:
1. Ultrasonic unit/motor
2. Ultrasonic handpiece “insert” tip
3. Water

TRAINING REFERENCES: 1-4

OBJECTIVE: Provided appropriate equipment, demonstrate proper ultrasonic calculus removal techniques

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Perform operational and safety checks prior to use of scaling unit
2. Set unit power IAW manufacture instructions
3. Purge water lines
4. Insert tip ("insert"), ensuring lubrication of "0" ring (this is only applicable to ultrasonic inserts.
   Sonic inserts screw into the handpiece and there in no need for lubrication.)
5. Flush water through tip
6. Adjust water and power settings until fine mist burst from tip (halo effect)
7. Drape patient napkin around patient's neck and secure with napkin clamps
8. Provide patient with eye protection for all procedures
9. Brief patient on treatment/procedure
10. Position the patient in proper treatment position for the procedure and position the dental treatment light into the patient's oral cavity properly
11. Perform oral screening using radiographs as needed
12. Identify areas of plaque/calculus accumulation
13. IMPORTANT: If subgingival calculus is located beyond 3-4 mm, consult dentist
14. Place saliva ejector in patient's mouth
15. Grasp handpiece with modified pen grasp
16. Establish stable finger rest/fulcrum
17. Insert side of instrument with working end toward gingival margin
18. Position handpiece at a 10 - 15 degree angle to tooth
19. Move instrument with smooth, light, continual, controlled strokes
20. Adapt working end to the deposit
21. Ensure tip of working end of instrument is not held perpendicular to tooth surface
22. Pass side of instrument working end over deposit using short light strokes
23. Maintain constant motion of instrument's working end to avoid patient discomfort
24. Inspect tooth surface to verify calculus removal
25. Repeat ultrasonic/sonic scaling, if deposits remain
26. Irrigate and aspirate oral cavity
27. Apply fluoride/varnish if applicable
28. Remove saliva ejector
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: PERIODONTAL INSTRUMENTS

TASK NAME: Sharpen Periodontal Scaling Instruments

CFETP/STS REFERENCES: 10.3.5.4 Sharpen periodontal scaling instruments

EQUIPMENT REQUIRED:
1. Dental light
2. Lubricating oil or water depending on type of stone
3. Plastic test stick
4. Scaling instrument (sickle or curette)
5. Stone
6. Personal Protective Equipment (PPE)

TRAINING REFERENCES: 1-5

OBJECTIVE: Provided appropriate equipment/supplies, demonstrate proper periodontal scaling instrument sharpening techniques

EVALUATION INSTRUCTIONS:
After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Gather required equipment and supplies
2. Secure stable work area with adequate lighting
3. Determine if scaling instrument is sickle or curette and inspect sharpness
4. Don proper PPE
5. Palm-grasp instrument in non-dominant hand
6. Position instrument with tip/toe toward technician with face of working end parallel to floor
7. Grasp lower third of stone in dominant hand
8. Brace arm holding scaling instrument against stable surface
9. Place stone against cutting edge at right (90 degree) angle
10. Open angle between stone and cutting edge (110 degree) of instrument to appropriate degrees while maintaining stone/edge contact
11. Maintain light lateral pressure throughout sharpening procedure
12. Apply short rhythmic down strokes with stone from heel to toe of instrument
13. End sharpening on downward stroke
14. Ensure sharpened end of sickle instrument terminates with pointed tip
15. Ensure sharpened end of curette instrument terminates in rounded toe
16. Test sharpness of instrument edge by stroking over plastic test stick
17. Re-accomplish sharpening if instrument does not catch stick surface
18. Inspect instrument edge under light to ensure no reflection of light from cutting edge
19. Re-accomplish sharpening if instrument edge reflects light
20. Repeat sharpening procedures on opposite working end of instrument

ATTACHMENT: Performance checklist
### PERFORMANCE CHECKLIST

#### PERIODONTAL INSTRUMENTS

**1. Use Hand Instruments**
- a. Identify areas of plaque/calculus accumulation in oral cavity and notify dentist if calculus is located beyond 3-4 mm (if applicable)
- b. Select appropriate scaler/curette for area to be scaled
- c. Use proper instrument grasp and placement
- d. Perform scaling using correct technique
- e. Maintain proper angulation and adaptation of instrument to tooth
- f. Inspect tooth surface to verify calculus removal
- g. Completely remove deposits from tooth

**2. Use Exploratory Instruments**
- a. Use mouth mirror to examine the soft and hard tissues of intra-oral cavity identifying any abnormalities
- b. Determine hygiene/plaque index (as required)
- c. Identify steps to follow for abnormal or suspicious findings

**3. Use Ultrasonic Devices**
- a. Perform operational and safety checks and purge water lines
- b. Prepare, insert and adjust tip IAW manufacturer’s instructions
- c. Locate calculus in oral cavity and notify dentist if calculus is located beyond 3-4 mm (if applicable)
- d. Place and remove saliva ejector (as needed)
- e. Use proper grasp of handpiece and maintain finger rest
- f. Position handpiece tip correctly and use proper technique during use
- g. Inspect tooth surface to verify calculus removal
- h. Completely remove deposits from tooth

**4. Sharpen Periodontal Scaling Instruments**
- a. Inspect instrument for sharpness
- b. Don proper PPE
- c. Hold instrument correctly for sharpening
- d. Place stone against instrument at correct angle
- e. Maintain correct pressure throughout sharpening procedure
- f. Apply short rhythmic up/down strokes with stone from heel to toe of instrument, ending sharpening on downward stroke
### PERFORMANCE CHECKLIST

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<tr>
<td>4. Sharpen Periodontal Scaling Instruments (continued)</td>
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<tr>
<td>g. Ensure sharpened end of sickle instrument terminates with pointed tip, curette, rounded toe</td>
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<tr>
<td>h. Sharpen instrument safely</td>
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<tr>
<td>i. Use plastic stick to check for sharpness</td>
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DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: REMOVE ACCUMULATED DEPOSITS

TASK NAME: Supragingival

CFETP/STS REFERENCES: 10.3.6.1 Supragingival

EQUIPMENT REQUIRED:
1. Dental radiograph prescription
2. Mirror
3. Explorer/Probe
4. Scaler
5. Personal Protective Equipment (PPE)

TRAINING REFERENCES: 1-3

OBJECTIVE: Provided appropriate equipment/supplies, identify supragingival area of the dentition.

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Perform normal patient entry/screening procedures (as evaluated in previous QTPs Vol 4)
2. Position the patient in proper treatment position for the procedure
3. Position the dental treatment light into the patients oral cavity
4. Identify supragingival area of dentition
5. Demonstrate understanding of where subgingival area begins (3-4 mm under gumline)
6. Identify areas of plaque/calculus accumulation
7. IMPORTANT: If subgingival calculus is located beyond 3-4 mm, consult dentist
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: REMOVE ACCUMULATED DeposITS

TASK NAME: Implanted Prostheses

CFETP/STS REFERENCES: 10.3.6.3 Implanted prostheses

EQUIPMENT REQUIRED:
1. Dental radiograph
2. Dental health record (hard copy or electronic)
3. Implant approved hand instruments
4. Ultrasonic blue protective tip cover (with unit/inserts)
5. Appropriate sonic scaler implant tip (if used)
6. Personal Protective Equipment (PPE)

TRAINING REFERENCES: 1-4

OBJECTIVE: Provided appropriate equipment/supplies, correctly demonstrate proper accumulated deposit removal from implant prostheses

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Perform normal patient entry/screening procedures (as evaluated in previous QTPs Vol 4)
2. Position the patient in proper treatment position for the procedure
3. Position the dental treatment light into the patients oral cavity
4. Identify areas of plaque/calculus accumulation on implant prostheses
5. IMPORTANT: If subgingival calculus is located beyond 3-4 mm, consult dentist
6. Perform cleaning as normal on any dentition without dental implant
7. IMPORTANT: Ensure blue protective tip cover is inserted on ultrasonic scaler or use appropriate implant tip with sonic scaler before use of device—if hand scaling implant, ensure proper instruments are utilized for implants (this is to prevent damage to implant)
8. Grasp scalers/handpiece with modified pen grasp
9. Establish stable finger rest/fulcrum
10. Insert side of instrument/handpiece with working end toward gingival margin
11. When using handpiece, position handpiece at a 10 - 15 degree angle
12. Move instrument with smooth, light, continual, controlled strokes
13. Adapt side of instrument working end/handpiece to deposit to be removed
14. Ensure tip of working end of instrument is not held perpendicular to tooth surface
15. Pass side of instrument working end over deposit using short light strokes
16. Maintain constant motion of instrument's working end to avoid patient discomfort
17. Inspect tooth surface to verify calculus removal
18. Repeat ultra sonic/sonic scaling, if deposits remain
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: REMOVE ACCUMULATED DEPOSITS

TASK NAME: Polish Teeth

CFETP/STS REFERENCES: 10.3.7 Polish teeth

EQUIPMENT REQUIRED:
1. Dental health record (hard copy or electronic)
2. Handpiece with prophy cup attachment
3. Polishing agent
4. Personal Protective Equipment (PPE)

TRAINING REFERENCES: 1-3, 5

OBJECTIVE: Provided appropriate equipment/supplies, polish patients teeth using proper technique.

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Perform normal patient entry/cleaning procedures (as evaluated in previous QTPs Vol 4)
2. Assemble prophy handpiece
3. Perform operational safety checks prior to use and don appropriate PPE
4. Place prophy cup onto handpiece
5. Brief patient on treatment/procedure
6. Position patient in the proper treatment position for the procedure and postion the dental treatment light into the patient’s oral cavity properly
7. Place saliva ejector in patient’s mouth
8. Grasp handpiece with modified pen or pen grasp
9. Establish finger rest/fulcrum
10. Choose appropriate polishing agent and fill rubber cup with polishing agent
11. Compress rheostat to maintain medium/moderate (non heat producing) rotation
12. Establish a slow working speed of approximately 20 psi
13. Sweep cup over crown of tooth using light lateral pressure
14. Ensure flared cup does not extend below gingival margin
15. Repeat polishing on all teeth except porcelain crowns, dental implants, etc
16. Check all teeth for residual stains and repolish as needed
17. Floss interproximal surfaces
18. Irrigate and aspirate oral cavity
19. Remove saliva ejector
20. Complete appropriate patient treatment forms
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: REMOVE ACCUMULATED DEPOSITS

TASK NAME: Apply Topical Anticarogenic Agents

CFETP/STS REFERENCES: 10.3.8 Apply topical anticariogenic agents

EQUIPMENT REQUIRED:
1. Dental health record (hard copy or electronic)
2. Fluoride Varnish or topical fluoride gel
3. Gauze
4. Patient treatment forms

TRAINING REFERENCES: 1-3

OBJECTIVE: Provided appropriate equipment/supplies, apply topical anticariogenic agent using proper technique and providing adequate postoperative instructions.

EVALUATION INSTRUCTIONS:

After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Perform normal patient entry/cleaning procedures (as evaluated in previous QTPs Vol 4)
2. Brief patient on treatment/procedure
3. Position patient in the proper treatment position for the procedure and position the dental treatment light into the patient’s oral cavity properly
4. Slowly raise the dental chair to the upright position
5. Explain the benefits of fluoride
6. Describe application procedure
7. Dry teeth removing excess saliva with gauze
8. Place IAW manufacturer’s instructions
9. Provide gauze/paper towels if needed
10. Brief patient on postoperative instructions concerned with fluoride
11. Complete appropriate patient treatment forms
DENTAL ASSISTANT SPECIALTY QTP

SUBJECT AREA: REMOVE ACCUMULATED DEPOSITS

TASK NAME: Apply Pit and Fissure Sealants

CFETP/STS REFERENCES: 10.3.9 Apply pit and fissure sealants

EQUIPMENT REQUIRED:
1. Dental health record (hard copy or electronic)
2. Flour pumice
3. Cotton roll or dry angle
4. Acid etch
5. Light cured sealant material
6. Light cure unit
7. Articulating paper and forceps
8. Personal Protective Equipment (PPE)

TRAINING REFERENCES: 1-4

OBJECTIVE: Provided appropriate equipment/supplies, apply pit and fissure sealants using proper technique.

EVALUATION INSTRUCTIONS:
After the trainee has received instruction and allowed sufficient supervised practice, evaluate trainee’s abilities using the performance checklist provided at the end of each module.

NOTE: The evaluator will STOP the procedure immediately and correct the member if performance is detrimental to patient safety.

STEPS IN TASK PERFORMANCE:
1. Perform normal patient entry/screening procedures (as evaluated in previous QTPs Vol 4)
2. Initial and date health history
3. Brief patient on treatment/procedure
4. Position the patient in proper treatment position for the procedure and position the dental treatment light into the patient's oral cavity properly
5. Clean each tooth to be treated with flour pumice, rinse
6. Isolate tooth by cotton roll or dry angle method
7. Apply acid-etch gel to isolated tooth
8. Allow etching material to set on tooth IAW the manufacturer's recommended time
9. Rinse and dry each tooth thoroughly
10. Inspect each tooth for proper etching
11. Apply light-cured sealant material evenly across occlusal surface
12. Cure tooth IAW manufacturer’s instructions
13. Avoid direct viewing into curing light beam
14. Inspect occlusal surface to ensure sealant adhesion
15. Reapply etching and sealant material, if required
16. Repeat procedure for each tooth to be sealed
17. Remove any unhardened sealant
18. Remove cotton roll or dry angle
19. Check patient’s bite with articulating paper
20. Remove excess sealant material from circumference of tooth
21. Consult with dentist if excessive sealant remains
22. Provide patient with home care instructions
23. Complete appropriate patient treatment forms

ATTACHMENT: Performance Checklist
## PERFORMANCE CHECKLIST

### REMOVE ACCUMULATED DEPOSITS

#### 1. Supragingival
- a. Identify supragingival area of dentition
- b. Differentiate subgingival from supragingival
- c. Identify areas of plaque/calculus accumulation
- d. Notify dentist if calculus is located beyond 3-4 mm (if applicable)

#### 2. Implanted Prostheses
- a. Gather implant approved instruments/tips
- b. Prepare, insert and adjust tip IAW manufacturer instructions
- c. Locate calculus on implant prosthesis and notify dentist if calculus is located beyond 3-4 mm (if applicable)
- d. Ensure blue protective tip cover is inserted on ultrasonic scaler and appropriate scalers were used
- e. Use proper grasp of handpiece
- f. Properly position handpiece tip and use proper technique
- g. Inspect implant prostheses surfaces and verify calculus removal
- h. Completely remove deposits

#### 3. Polish Teeth
- a. Assemble handpiece and properly add prophy cup
- b. Place and remove saliva ejector
- c. Grasp handpiece using the appropriate grasp
- d. Maintain medium/moderate (non-heat producing) rotation
- e. Successfully remove stains
- f. Floss interproximal surfaces
- g. Complete appropriate treatment forms

#### 4. Apply Topical Anticariogenic Agents
- a. Explain benefits of fluoride
- b. Brief patient on procedure
- c. Dry teeth (remove excess saliva with gauze)
- d. Place varnish or fluoride tray IAW manufacturer instructions
- e. Provide patient with homecare instructions
## PERFORMANCE CHECKLIST

### INTRAORAL IMAGING TECHNIQUES (continued)

1. **Apply Pit and Fissure Sealants**
   - a. Clean each tooth to be treated with appropriate material
   - b. Isolate tooth and apply acid etch
   - c. Allow etching material to set on tooth IAW the manufacturer’s recommended time
   - d. Rinse etch from tooth and thoroughly dry
   - e. Apply sealant material to occlusal surface using proper techniques
   - f. Cure material IAW manufacturer instructions
   - g. Inspect occlusal surface to ensure sealant adhesion
   - h. Remove any unhardened sealant
   - i. Verify sealant occlusion and adjust as needed
   - j. Provide patient with home care instructions

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RANK/NAME:
DENTAL ASSISTANT SPECIALTY QTP
VOLUME 4
TRAINING REFERENCE LIST

Note: Always refer to current version of the references listed

1. CDC 4Y051B (4Y051O) Volume 4 Dental Assistant Journeyman
2. Modern Dental Assisting, Elsevier Saunders
3. Clinical Practice of the Dental Hygienist, Esther M Wilkins
4. Manufacturer’s Instructions/Operating Manual
5. USAF Guidelines for Infection Control in Dentistry