

**SECTION - SUPPORTIVE SERVICES
ADMINISTRATIVE DIRECTIVE NO. 616
(Replaces A.D. No. 616 dated 6/15/06)**

Effective Date: June 14, 2007

SUBJECT: DENTAL SERVICES

I. PURPOSE

To identify what and how Dental Services are provided at Coalinga State Hospital (CSH).

II. AUTHORITY

California Code of Regulations, Title 22, Sections 71203(2)(B)(2), 73023, 73301, and 73521.

III. POLICY

It shall be the policy of CSH to provide necessary dental services and to promote good oral hygiene in order to protect the physical and psychological health of Individuals.

IV. METHOD

A. Scope of Service:

The Dental Clinic provides a comprehensive program of dental care available to all Individuals in the hospital. In addition, emergency palliative treatment is occasionally provided to hospital employees.

B. Staffing:

Treatment is provided by dentists holding current licenses issued by the State. Duties not requiring license or privileging are performed by dental assistants (e.g., sterilization of instruments, disinfecting of surfaces, exposing and processing diagnostic x-rays after passing radiation safety examination or approved training course, patient education and oral hygiene instruction, assisting dentists during patient treatment).

C. Services Provided:

1. Oral examination of all Individuals after admission and annually thereafter. Examinations will evaluate dental conditions, presence of soft tissue and bony pathologies, screening for malignancies and pre-malignant conditions, and the presence, condition or need for prosthetic appliances.

2. Dental care will be offered at the degree commensurate with acceptable standards in the community and shall include the restoration of carious or damaged teeth, exodontia, prophylactic procedures and instruction in oral hygiene, surgical procedures, limited endodontia, and the treatment of oral pathologies.
3. Prosthetic services shall be provided to the extent that professional services are available and only after the patient has been in the hospital longer than 90 days. Priority for such service shall be based primarily on the need for mastication and secondarily on meeting the emotional needs concomitant to cosmetic effect.
4. The dentists shall be available for consultation to the medical staff on dental problems, and to the nursing services in regard to oral hygiene procedures and the education of employees.
5. Orthodontic and crown and bridge services are not provided except under extremely unusual circumstances.

D. Office Hours:

Dental treatment is provided in the dental clinic during office hours (0800-1630, Monday through Friday).

E. Oral Surgery Consultant:

Oral surgical services are provided by a contract with an oral surgeon to be performed in the CSH Dental Clinic, the oral surgeon's office, or a community hospital, depending on the nature of the operation.

F. Emergency Services:

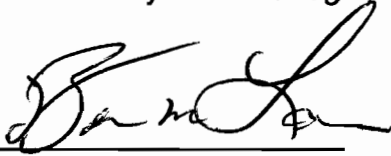
When the Dental Clinic is not open, emergency care is provided through the Nurse of the Day (NOD)/Medical On-Duty (MOD) who either contacts the dentists or contacts the consulting oral surgeon or his/her alternate.

G. Appointments:

Appointments should be requested by unit personnel or the unit physician. Requests may be made by telephone or by using the Consultation Request and Report form. They should include the Individual's name and case number, requested service and an indication of urgency. To enable the dentists to evaluate the physical and psychological condition of the Individual and to make chart entries, the clinical record should accompany the Individual and be returned to the unit where the Individual is in residence before the end of the shift.

H. Records:

Comprehensive individual dental records shall be maintained by the dental department. These are considered a part of the medical records of the hospital and shall be placed in the medical record upon the discharge, death or transfer of the Individual. Dentists are responsible for documenting clinical notes on the Physicians' Progress Notes in the medical record.



BEN MCLAIN
Executive Director (Acting)