

Dental Hygiene Department Faculty and Curriculum Meeting  
 August 5, 2021 p.m. in A-142 from 8:00 – 3:00  
 August 11, 2021 in A-142 in A-142 from 9:00 – 4:00  
 August 19, 2021 from 9:00 – 4:00

	<b>Present all three dates</b>	<b>Absent</b>	<b>Excused</b>
<b><u>Faculty</u></b>			
Karen Molumby	√		
Stacy Dennis	√		
Jami Ware	√		
Dr. Magdaline Britto	√		
Clori Atkins	√		
Natalie Schmidt	√		
Dr. Deborah Lux		8/11& 8/19	
Nancy Schuette			8/5, and 8/11

**a. 8/5/2021 meeting**

1. **COVID-19 Meeting** – The faculty reviewed the current COVID-19 protocol and updated language in the manual. The manual will be posted on the Colloquium Course.

**PPE Items:** The PPE items that were discussed were the following:

- 1.Face shield, KN95 and Level 2 mask
  - a. Sophomore –
    1. The face shields will be stored under the sink in their assigned operatory. The shields will be replaced as needed.
    2. Student will be provided with a KN-95 package that consists of five masks. These masks are to be used for the semester.
    3. Each student will receive two boxes of Level 2-mask to be worn over the KN-95 mask. The Level 2 masks are to be changed after each patient. The mask must cover the entire nose (Cares Act Funding).
    4. Not to be worn under chin.
    5. Safety glasses are worn under face shield.
- 2.Disposable gowns – Cares Act Funding – Gowns are to be worn for one day prior to being disposed. The student will be fogged after each patient, before lunch and at the end of the day.
- 3.Tackle box – is placed on the legs of the table outside the treatment rooms
- 4.Shoe covers and hair bonnets will be required to be on for the entire morning and afternoon session and will need to be removed prior to lunch and leaving for the end of day.
- 5.Room disinfection will require all students to participate in the breakdown portion to expedite the process. The student assigned to the operatory will be responsible to set the unit up.

- b. **Clinical Protocol** – Reviewed protocol pertaining to the screening assistant role and the front desk.

1. The Front office check-in procedures will include temperature checks and asking COVID-19 questionnaire. The screening assistant student will do the temperature and ask the COVID-19 questions.
2. Eaglesoft messenger – Nancy will use the messenger system to communicate the patient’s temperature with the student.
3. A hard copy of the medical history will need to be printed and reviewed by patient. The student and dentists will meet at the front office window to discuss medical history and approve patient for services.
4. Screening assistant rotation – The student who is the screening assistant will be required to expose the radiographs if the patient is transferred to another student. The protocol for the rotation is posted in the screening room.
  - a. The dentists are to examine the patient by completing a clinical evaluation of the oral cavity (with gloves, mirror and explorer) after the student has completed a review of the medical history, a cursory EOIO examination, probing the oral cavity and checking for obvious suspicious lesion and exposing the appropriate radiographs.

**Calibration Workshop** – All faculty participated in six calibration activities that included the topics listed below. The first step in the workshop was to perform the hands-on tasks. The second step was to analyze the results of the data collected. Each faculty member was assigned to analyze one of the calibration exercises and provide a summary of their findings at the next faculty meeting on Thursday, August 11, 2021.

- c. The five workshop tasks and the faculty assigned to analyze the results were:
  1. Special Needs – Deb
  2. Occlusion – Stacy
  3. Calculus detection – Karen
  4. Grading of Radiographs- Jami
  5. Technique and Landmark evaluations - Clori
  6. DHCP and Periodontal Analysis - Natalie

**d. DH Accreditation MOCK Site Visit-** The faculty were informed to be prepared to present information about their fall courses at the next meeting and to be prepared to participate in a Mock Accreditation site visit on Thursday, August 19, 2021.

**e. August 11, 2021 – Faculty Meeting**

**Faculty were informed of the upcoming changes with Canvas.**

1. ProctorU will be piloted this fall to determine whether the college will discontinue using Proctorio and replace it with ProctorU. The college faculty have experienced many issues throughout the AY-2020-2021 and will need to decide by December 2020 what their plan are.

2. Canvas will no longer support the “classic quiz (CQ)” option. Canvas is moving to the “new canvas (NQ)” option by January 2023. There will be a conversion option that will permit courses to transfer quizzes from the CQ option to the NQ.
3. Blackboard ally has been included in our courses. All courses will need to be ADA accessible. Every instructor is responsible to make all documents incorporated in their courses to be ADA compliant. This project will need to be done by January 2023. The College offers accessibility training. Faculty are encouraged to enroll in these courses as long as the course does not conflict with their didactic, clinic, and/or laboratory course offering.
4. **Fall Course instruction** – Dr. Britto, Clori and Karen provided faculty with a summary of the content of what they teach in their fall courses. This exercise allowed new faculty to become familiar with the content that will be covered in with the freshman and sophomore students in fall.
5. **Spring 2022 Course Schedules** -The college wants as many courses to return to ground courses in the spring. This process will be important to bring students on campus. Ideas to switch radiology to Wednesday and Periodontics to Monday was suggested. This option will be determined based on the two PT faculty who teach didactic courses in the spring.
6. **Calibration Workshop** – Five out-of-the six calibration exercises analysis was provided by assigned faculty. The results revealed averages of 70-90% consistency in all topics. The reports will be included in the onsite exhibit for accreditation. The last topic that included an exercise on special needs will be presented by the instructor upon their return to campus.
7. **DH Accreditation MOCK Site Visit**- The faculty discussed how to prepare for the accreditation mock site visit. Faculty were encouraged to know their courses and be prepared to answer questions related to activities and assignments done in their courses.

**f. August 19, 2021 – Faculty Meeting  
 Accreditation – Site Visit Workshop**

The faculty met three with FSW program directors who served in the role as a site visitor. Two of the site visitors serve as site visitors for their professions. In addition to the DH program director, one site visitor was from the radiology profession and the other the cardiovascular program.

<b>Instructor</b>	<b>Time</b>	<b>Courses</b>
Clori	10:00 – 10:30	Radiology, DH-3 and Oral Histology
Magdaline	10:30 – 11:00	Dental Materials and Expanded Functions
Clinical Instructors	11:00 – 11:30	Clori, Jami, Natalie and Stacy

The schedule of meetings amongst the faculty turned out to be a valuable experience. The site visitors asked pertinent questions to each member to help us prepare for any type of questions one may ask during a site visit.

The consensus of the faculty was positive. Each professor left their respective meetings with good feedback from the site visitors. The faculty requested to do another mock site visit in December 2021. The program director will work on this request.

### **g. Administrative**

**Clinical Coordinators** – Two Clinical Coordinators started their new position on July 1 and August 1, 2021. Both new faculty members have done an excellent job in jumping in to learn what they need to do. The new faculty have undergone daily training on the policies, procedures, application of clinical tasks, and have completed the necessary initial canvas training.

Experienced faculty were present to provide instruction on clinical routines that will be expected of a new faculty on the clinic floor. This instruction included all clinical procedures that a clinical instructor would be engaged in with students during a clinical course. Other activities included how to evaluate a student's pre-clinical competencies for the incoming freshman.

The Clinical Coordinators, Dental Clinic Manager and one Dental Clinic Supervisor assisted with many accreditation tasks to include documentation of program equipment, library resources, program textbook, maintenance of the dental clinic equipment, preparing presentations for OSHA/HIPAA/BMW faculty and student orientations, course preparations, communicating with product manufacturer's about product used in the clinic, SDS, assessing inventory, ordering of clinic supplies, disposing of waste, and daily preparation of the dental clinic for patient care services.

**BASDH** – St Petersburg dual enrollment update. There was no interest amongst the Class of 2022 to advance their degree at this time. We will have a former graduate from the Class of 2013 join us in the fall to do their Capstone project. Three additional graduates will join us in Spring 2022. The DCS requested help to redo dental materials laboratory videos. Another suggestion was to create a canvas course for incoming freshman to learn basic terminology about dental hygiene to include learning the tooth numbers prior to starting the program in August.

**Front Office** – Patient check-in protocols

- Messenger status and screening assistant role were discussed and tasks finalized with the Dental Staff Assistant.
  - **Eaglesoft Messenger** - Patient communication will occur between the front office when the patient is late and to provide the temperature reading.
- Patient Surveys will be done the 1<sup>st</sup> week of October and November 2021.

**Program OSHA/HIPAA/BMW/COVID-19 Training**

- The Dental Clinic Manager did the OSHA/HIPAA/BMW/COVID-19 training with the Freshman students on August 16, 2021. The Sophomore students and faculty will receive their OSHA/HIPAA/BMW/COVID-19 update training on Tuesday, August 24, 2021.

- Clinical Protocol Review – The only change from the previous meeting was to implement the messenger feature for clinical verification of procedures.

### **EMS and Active Shooter Training**

The faculty and Class of 2022 will participate in the Active Shooter and review the EMS scenarios pertaining to the most common medical emergencies in the dental office on Tuesday, August 24, 2021.

**Educational Methodology** –Amelia Island. Reimbursement for travel (gas) should be finalized soon.

### **Professional Development** –

- Florida DH Symposium attendance at the conference is up-in-the air due to the current COVID-19 crisis.

### **Accreditation Faculty Credential Update** –

- The binder in faculty office for credentials are to be completed by the end of September. All faculty are responsible to print their documents and place in the binder. The documents sent to the program director will be sent back to the faculty member to print and insert their information in the binder.
- Faculty who teach didactic courses will need to print five written assignment examples for all course they provide instruction and insert them into the binder located in faculty office.

### **Perkins Requests** –

- 2021 – The Acidental models that simulate the manikin examination were approved items. These models should arrive in the fall semester.
- Faculty were asked to provide equipment requests for 2022.

### **Office Hours and Course Syllabus**

- Faculty will need to submit the “word” version of their course syllabus before the start of the semester to the program director.
- Faculty were reminded to have students complete the course syllabus and copyright page in their canvas.
- Faculty office hours are posted on the bulletin outside of their offices. The office hours are to be completed on campus.

**Dental Clinic Supervisor tasks** - The clinical faculty schedule will be prepared by Deb for Tuesday’s clinic and Magdaline for Thursdays clinic. The dentists will be responsible to lock the clinic front door, turn off radio and lock windows after the last patient is dismissed. Each dentist will take a day in which they will oversee the screening assistant responsibilities for the end-of-day protocol are completed. The dentists are responsible to ensure the central sterilization, autoclave and closing out the clinic at the end-of-the day is done effectively and efficiently. Deb will take Tuesday and Madgaline on Thursday.

**Student Interaction** – Faculty were reminded of the program rule of not interacting with students on social media

**Interprofessional Collaborations** – The wheelchair exercise between FGCU and the DH sophomore students will be held on Wednesday, September 15, 2021 at 10:00 a.m. The EMS/Nursing/DH emergency scenario role-play exercise will be on Friday, November 12, 2021. The dentists and faculty will be required to be in attendance to play their role in the EMS scenarios.

**Textbook adoptions** - The College is requesting that faculty have their Spring textbook adoption list completed by September 15, 2021. Faculty who teach spring courses will need to check if a new version is being adopted for spring. Faculty will provide this information to the program director.

**Remediation form** - The faculty were provided a hard copy of the remediation form to use for students who have not been successful with quizzes, exams and/or assignments. The student must contact the course instructor within two-days of an assignment, quiz, and/or an exam within 2-days. This document requires faculty to meet with the student to identify areas of concern and to provide help on how the student can prepare for future assignments.

**Morning Huddle** – The morning huddle procedures will return this fall. The huddle will start at 7:50 and 12:55.

**Cavitron Inserts Check out Policy**

- Cabinets will be locked that affect the extra cassettes, local anesthesia, oraqix, and cavitron inserts. Students will need to request to check out these items from their clinical instructor.

**School Events**

Dental Charting – Quiz versus Live  
EMS Simulation – November 12, 2021  
All Day Clinic – November 19, 2021  
Final Exams

1. Dental Materials Lecture/Lab - 11/17
2. Oral Histology – 11/29
3. Dental Hygiene I – 12/1
4. Dental Anatomy - 12/6
5. Dental Hygiene Pre-clinic - First Patient 12/8

**Future School Events**

1. Dental Hygiene Interviews - February 17, 2022.
2. Dental Health Month dates to be scheduled for Dental Hygiene II:
3. GKAS – I would like to have the event on 2/11/2022.
4. DHNBE – Spring Break, March 4-20, 2022
5. DH Advisory Board Meeting – April 4, 2022.
6. Graduation luncheon – TBD.
7. Vendor Day – April 6, 2022

**Class of 2021 and 2022 Updates**

- Class of 2021 examination results – All students have passed. 16/17 are licensed. One graduate is not licensed and may decide not to get licensed changes in circumstances to pursue another profession.

- Class of 2022 program progress results – There are only 9 individual competencies and 4 sealants/student needed for the fall. This will be explained to the students at their course orientation for DEH 2806L.

### **College Accessibility Report and Accreditation**

1. Course Modalities – The college has not determined how long the course modalities will be offered.
2. SACS – The College site visit is October 11-12, 2021. We should expect a visit to our department area.
3. QEP – Faculty were encouraged to review the QEP and be familiar with the process.
4. CODA- The narrative draft of the self-study was sent to the Provost for review. This document is 200 pages which does not include the 180 exhibits. The total draft and required exhibits must be a specific MB size and submitted electronically.

### **h. Clinical**

#### **Canvas**

Dental colloquium canvas course house the following items:

- a. Program Manual
- b. SDS
- c. Program Forms
  - i. College Photo release
  - ii. DH release form
  - iii. Community Service Form
- d. Patient Survey Results
- e. CODA -3<sup>rd</sup>-party Complaint Form

The dental colloquium course will go live the first week of Classes.

#### **DH-5**

1. MTCE and/or PTCE – The type of CDCA exam is unknown at this time for the clinical/manikin examination for Spring 2022.
2. The Calculus removal DH-5 competency will be released on August 24, 2021 for students to attempt. The students will be informed to upload the document next week in their DH-IV clinic orientation.
3. We will need to find out how many students need a case study at the course orientation. We will plan accordingly with NP to fulfill this requirement.

**DH-4 and Clinical Advisor assignments** – The faculty were introduced to the calculus detection and self-assessment form. This form will be randomly presented to every student once/week. The student will complete one quadrant of calculus detection and will assess their clinical performance by completing the self-assessment form.

1. November and December make-up days have been added to the schedule in the event of students unable to attend clinic or school closures.
2. A new schedule will be distributed at the course orientation on August 24, 2021.
3. Faculty and staff will need to plan for the make-up days. The final examination for Oral Pathology will be moved to Friday, December 2, 2021 IF we need to use the make-up days.

**Faculty Office and Front office:** The Faculty office doors are always to be closed during clinical sessions. The Front office door should be closed too. The screening assistant will not be up front at any time during their screening assistant rotation.

**Eaglesoft**

- **Autonote** – The Note History and Dentists autonote were reviewed. The faculty agreed to delete the incisor/molar statement for bone loss. The program director will explain the SG classifications and the selection of the Gingivitis and Periodontally Healthy classifications at the DEH 2806L orientation on August 24, 2021. The dentist note will be revised to reflect a clinical examination of the oral cavity for all screening patients, suspicious lesion verification, and note history documentation.

**Carious Lesion Identification Form - Leaving Early – and Treatment Operatory**

- The screening assistant will be required to review two bitewing and one FMX taken by another student during their screening assistant rotation. The student is required to identify carious lesions and present this form to the supervising dentist for review. The DCS will review the findings and discuss with the screening assistant the generalized restorative treatment options. DL will do this activity on Tuesdays and MB will do this activity on Thursdays.
- Students will not be able to leave clinic early this semester.
- Students are to remain in their operatory after cleaning their rooms. There is no hanging out in the operatory with other students. If students engage in this activity with other students during clinic this action will result in a professional write-up. Students should help their classmate's breakdown treatment rooms to permit everyone to leave on time. The student assigned to the operatory is responsible to prepare the room for the next patient and/or perform the close-out procedures.

**Curriculum Revision for Summer 2021 Courses**

**DEH 2804, Dental Hygiene III**

**Final examination**

- **Results:** 98% of the Cohort Class of 2022 answered 4/5 questions correctly.
- **Use of results:** Overall percentage of students scoring 4 or 5/5 answers correct was 77% this year and 83% last year. New goal will be to improve this overall percentage, as well as the results for PSR. Goal from last year was to improve two learning outcomes: medicaments and PSR. Medicaments goal was accomplished with 42% scoring 5/5 this year vs. 23% last year. PSR went down from last year with 57% scoring 4 or 5/5 this year and 70% doing the same last year.

**Case Presentation**

- **Results:** 100% of the Cohort Class scored a 2 or above on the case presentation.
- **Use of Results:** Grammatical errors on PowerPoint presentations were reduced this year. Most multiple-choice questions were good with only a few questions not being based on fact or evidence-based protocols. Goal for this year was to achieve better scores in identifying charting discrepancies and medical error. This was emphasized as we reviewed case studies throughout the semester. This goal was achieved with only one group of students having errors in this category. (Last year only 23% of class scored in first column for successfully identifying medical



errors, this year 71% scored in the first column in this category.) Goal for next year will be to develop better multiple-choice questions and thus have more students score in the first column for this category.

#### **Article critique**

- **Results: 100% of the Cohort Class scored a 2 or above on the article critique.**
- **Use of Results:** Students did very well choose topics that were related to this course and that reinforced evidence-based practices. Results were better this year with 92% (vs 88%) scoring in first column. Grammar and APA were better this year with 8% scoring in second column vs 12%.

#### **DEH 2804L, Dental Hygiene III Clinic**

- **Results:** 100% of the Cohort Class of 2022 scored a 3 or above in all categories.
- **Use of Results:** The Clinical Course will continue to require dental charting and assessment competencies to improve student's skills in properly identifying the types of restorations and to accurately collect assessment data.

#### **Emails**

Emails are part of the communication process elicited by all faculty and staff. It the responsibility of every faculty responsibility to read and to respond to all emails sent from college, program director and students in a timely manner.

#### **Documentation**

It is the responsibility of every licensed dentist and dental hygienist in the Dental Hygiene program to ensure that documentation of all rendered services provided by the students (verified by clinical hygiene faculty) and the dental clinic supervisors are complete and accurately reflect services that were performed. Accurate documentation is essential to prevent medical errors and future litigation. Those services that must be documented in all patient charts are those services rendered by our students and the dental clinical examinations performed by the dentists.

The next faculty meeting is scheduled for December 9 and 10, 2021.

Respectfully submitted,  
Karen Molumby