

Dental Hygiene Department Meeting
August 15-16, 2019 at 8:00 -12:00 each day in A-142

	Present	Absent	Excused
<u>Faculty</u>			
Karen Molumby	√		
Carol Chapman	√		
Jami Ware	√		
Natalie Fernandez	√		
Clori Atkins	√		
Brenda Schwing	√		
Mary Kazakos			√
Yessenia Iglesias	√		
Nancy Schuette	√		
Dr. Magdaline Britto	√		
Dr. Richard Olitsky	√		
Dr. Deborah Lux	√		

I. Insert agenda items discussed at each roman numeral

- a. Administrative
- b. Curriculum
- c. Clinical Courses
- d. Calibration Exercises
- e. Self-Study – Accreditation Report

II. Agenda Discussions

a. Administrative

- i. Dental Clinic Supervisor** – Dr. Deborah Lux will begin her role on Friday, August 16, 2019. Magdaline will train Debi during clinical sessions on how the DCS functions during the delivery of patient care services. Dr. Lux will be assigned as a laboratory partner with Dr. Britto in Dental Materials. Clori will train Dr. Lux as to the radiographic exposure grading criteria for radiographic exposures.
 - a. Lecture:** Dr. Lux will be teaching Pharmacology and will be the lab partner with Dr. Britto in Expanded Functions.
 - b. Additional roles:**
 1. Dr. Lux will coordinate the local anesthesia workshop for our freshman students during the spring semester (last week in April).
 2. **OSHA** - annual updates for the program students and faculty.
- ii. Professional liability** –The professional liability policies for the dentists and hygienists have been updated for the academic 2019-2020 years. The cost for both policies is \$8000.00

iii. **Faculty Medical (clinical requirements) –**

- a. Clinical Faculty will need to maintain an annual TB skin test. A copy of the TB report should be given to Karen. This will be included in the self-study report for all clinical instructors.
- b. **CPR** – The CPR update for faculty is due March 2020. Dr. Mary Lewis is no longer available to provide the program with a CPR course. The program has asked the EMS department to provide us with a list of dates for CPR renewal. The CPR dates were sent in an email and faculty will need review the dates and identify which Wednesday afternoon in March will be the best day to renew.
- c. **Florida State Statutes – Licensing Renewal** – Florida has updated the requirements for the dental hygienist to include human trafficking. This course must be completed by January 2021.
 1. **Additional changes** – 64B5-16.0061, Delegation of Remediable Restorative Functions to Dental Hygienists; Supervision Level; and Training and Experience passed in June 2019. This standard was discussed during the meeting. The requirement does not require the program to implement this standard since it is not for initial licensure. The faculty discussed offering this as a CE course through the program. The faculty expressed a concern with creating a new program at the current time due to the addition of new staff as well as the impending accreditation site visit. The faculty agreed to revisit this topic after the program's site visit in early 2021.

iv. **Bachelor's Degree** – The faculty approved five candidates for the BASDH program starting in August of 2019. One student has declined their seat. Four students have officially been enrolled. Christine Patel reports that their program now has a wait list for any graduates entering their program.

- a. **Grace Burkhart** – Grace from the Class of 2018 will be doing her capstone project this semester. Her mentor will be Clori Atkins.

v. **Dental Clinic Refurbishment Project**

- a. The dental clinic, the A-142 classroom and the faculty computers were updated this past July. The Dental Clinic is now functioning with version 20. As a result of this upgrade, the program was awarded a Perkins grant of 40,000 to purchase new IOC. The new IOC are compatible with windows 10 operating system.
- b. The reception area planter, the A-148 faculty office desks, carpeting and locker storage are slated for an upgrade in December, 2019.
- c. Expanding the dental clinic to add and additional six units will be reviewed with the Foundation this academic year. The Foundation is working with a couple of potential donors.

vi. **Eaglesoft** – The 2020 update may bring several changes to some of our previous operating clinic and programmatic protocols. Faculty are to discuss any updates and changes prior to implementation. All changes will need to be included in the program and clinical manuals.

vii. **Atlanta Dental and Plumbing unit repairs** – The suction repair costs this summer exceeded \$15,000.00. All operatory hoses were flushed by Wayne and Brenda/Yessenia replaced the saliva ejector tubing. The units will be monitored monthly to determine if any residue is building up in the canister in the tray delivery unit. We will need to turn on all switches during clinic and the suction solution will need to be run through the units daily. Brenda will do an orientation to the students on Tuesday, August 20th and Wednesday, August 21, 2019.

- viii. **Infection Control:** students and faculty were reminded to follow all PPE, OSHA recommendations involving patient care services as well as the breakdown and set-up of the treatment rooms.
- ix. **IOC** – The IOC storage cases were changed to accommodate the sensitivity in detaching the IOC from the docking station. The students will be instructed to remove the camera with its cord to be placed in a designated container at the end of the day.
- x. **Classroom and clinic lockdown devices** – installation of the room lock down components were added over the summer in A-142 and all dental clinic entrances. The faculty discussed their role in activating this device during an “active shooter” or campus lockdown episode.

As a result of this discussion, several signs have been posted throughout the clinic identifying where patients, students and faculty are required to go during a “lockdown” situation. The word “lockdown” will be our term used by the program to alert all participants that the “lockdown” protocol needs to be activated to ensure our safety during clinical sessions.

- xi. **Program Budget** – We have two operating budgets for the program that include funding received from the student laboratory fees and the overall operating budget. All program’s and departments lost a percentage of their funding due to a reduction in resources allocated by the state. The dental hygiene department lost a combined total of \$13,000.00 from both resources for the 2019-2020 dental hygiene budget years.
- xii. **Educational Methodology** – Carol, Richard, Natalie and Karen attended the educational methodology courses in Amelia Island. The courses covered were Community, Periodontics, Dental Anatomy and Clinical Calibration.
 - a. Beyond the Propy is a new Educational Methodology Company that is advertising its online educational methodology course for educators. This company has been contacted which allow faculty to take a six-week, self-pased educational methodology online course. Dr. Britto and Dr. Lux have been enrolled to begin this course next week. This course will meet the required CODA standard as the program prepares for the accreditation site visit scheduled for February, 2021.
- xiii. **Professional Development requests** – Karen will be attending the Florida Dental Hygiene Symposium meeting in September. All other requests should be identified by the end of September 2019. Faculty are encouraged to look for online courses to reduce costs involved in traveling for this academic year.
 - a. The Professional Development Department at FSW is offering many open sessions for learning and updating canvas. The college does not require new staff to be trained in canvas prior to working with a ground and/or face-to-face course. Only those individuals classified as FT faculty teaching an online course must take the certification courses. The TLC recommends that all faculty review open lab times so they may get the help they need with their courses. The times are posted on the PD calendar for current and future offerings.
- xiv. **Annual OSHA and HIPPA orientation and updates** - The program completed the OSHA initial training/annual update for faculty and the Class of 2021 on August 12, 2019. The Class of 2020, Dr. Lux and other clinical faculty will complete this requirement by August 24, 2019. The HIPAA course this year is being presented by Elizabeth Whitmer for the health profession students and faculty on Wednesday, August 28, 2019 from 11-12:00 in A-105.

- xv. **ADEA/CODA Conference** – June 2019 - The ADEA/CODA annual conference held a special session for programs preparing for their CODA site visit. At this meeting, the CODA officials discussed their interpretation of the definition of “online”. Their philosophy is based on the federal governments definition of online. Currently, CODA mandates that those courses that require students to complete a discussion board, quiz/exam, uploading assignments are considered distance learning.

The Department of Education is reviewing the current definition and plan to change the “online” definition. If there are any changes, CODA will adjust their definition to be the same as the federal guidelines. For now, our College and the program are mandated to supply verification that the students enrolled in our course are the actual individuals taking part in the course.

- a. Proctorial ID program is currently being used for FSW online courses. Jason Dudley, Director of IT, does have the necessary documents in place for verification for an online course. He will need to look into licensing for face-to-face/ground courses to be included in this document. Once this is done we will be provided the instructions to include in our course syllabus for students.
- xvi. **Perkins Requests** –
- a. 2018-2019 – The program received the following equipment and supplies:
1. Five cavitron units
 2. Two new radiographic heads
 3. Dental Materials products to include alginate and impression materials
 4. Five sealant lights
 5. 58 computers
 6. 20 IOC
- b. Future requests so far are for additional dental anatomy models. All faculty requests and quotes are needed ASAP. These requests will be forward to the School of Business and Technology.
- xvii. **CE Local Anesthesia** - The program will evaluate the need to hold this as a CE course for 2021.
- xviii. **Program, clinical and front office manuals** – All the program, clinical and front office manuals have been updated, a hard copy printed and all documents are located in the faculty office on the bookshelf or an electronic version is located on the dental colloquium course.
- xix. **Small and large equipment, library references and textbooks** – Brenda has updated the accreditation list for all equipment ordered and textbooks available to students and faculty. The library resources will be updated this semester. These documents are required by CODA.
- xx. **Classroom/Clinic Access** – Students will need to leave clinic and the classroom whenever the last faculty member leaves for the day.
- xxi. **Front Office/Clinic**
1. Windows 10 and Eaglesoft - 2016 Office was reloaded on the three computers in order to send encrypted email from the front desk and radiology computers to the community dentists and/or clinical patients. The Computer passwords WILL not need to be changed for the classroom, clinic and operatory stations.
 2. The Screening Assistant patients can be assigned to another student if there is a cancellation. The student who is the screening assistant will be responsible to take the

FMX on the patient who was assigned to another student. This procedure will ensure the FMX radiographic exposures will be equally distributed amongst the students.

xxii. Student Interaction - Reminders

1. Twitter and Facebook: Faculty were reminded not to converse through social media with enrolled students.
2. Email conversations: Interaction with students should always be through the Colleges' email.

xxiii. Interprofessional Collaboration

- a. PTA collaboration – The wheelchair transfer activity between the FGCU, PTA students and the DH students will be scheduled once all students are back in school next week. Dr. Eric Shamus is the contact person with FGCU and he will reach out to us to schedule a Wednesday afternoon to do the collaboration activity.
- b. The EMS department has requested to participate in our GKAS day. They are interested in doing a pediatric assessment involving those children that are seen. This collaboration will be discussed between both disciplines in September to coordinate this request.
- c. The Nursing/DH collaborative activity involving our screening patients continues to be an ongoing discussion. Hopefully, the spring and/or summer 2020 this collaboration between both groups will be initiated.

xxiv. One Book One College Initiative – The College has adopted a new initiative to engage faculty students and staff about topics covered in the book “21 Lessons for the 21st Century” written by Yuval Noah Harari. The Colleges' goal is to open a dialogue on each campus and begin discussions on how these issues will affect us now and in the future.

xxv. Faculty

- a. Course Syllabus –Fall final course syllabus are due August 19th. The syllabus needs to be in a word document verses PDF.
- b. Office Hours-
 1. Faculty office hours need to be completed, approved and posted by the first day of fall semester classes which is Monday, August 20, 2019.
- c. Clinical Advisors
 1. Faculty received the list of sophomore students they will be advising this fall.
 2. The faculty will complete a calculus detection and self-assessment form once/week for each of their assigned students. A folder for these forms is located in the top cabinet.
- d. Textbook adoptions for Spring /Summer 2019 will be due September 14, 2019.
- e. Fall Course Syllabus
 1. An overview of the course outcomes and the instructional objectives were explained to the incoming freshman. The students were informed on the purpose of course outcomes and the role the instructional objectives play in their preparation for program course quizzes and/or examinations.
 - i. Faculty were encouraged to review the policy regarding unsuccessful attempts on exams and quizzes as listed in the course syllabus. The instructor should review this policy with their students on the first day of class.
 - ii. **Signature and Copyright verification page** –The signature and copyright form should be uploaded in a PDF. The faculty will need to sign the form.
 - iii. **A Remediation form** will need to be completed for each unsuccessful quiz and/or examination attempt.

xxvi. 2019-2020 Calendar Events

- a. Dental Charting Competency
 1. The live patient dental charting competency will be on Friday, October 18 at 11:00.
- b. Emergency Simulation Exercises - Friday, November 8, 2019 – The Dentists will need to be available for this exercise from 8:30-11:00 a.m.
- c. Freshman – Friday, November 15th
 1. Clinic all day for freshman – end-product practice. Dr. Lux will cover clinic.
- d. Fall Final Exams
 1. Sophomore exams are on November 21, November 26 and December 3.
 2. Freshman exams:
 - i. Dental Anatomy & Dental Materials Lab only - 11/18
 - ii. Dental Hygiene I - 11/22
 - iii. Dental Materials - 11/25
 - iv. Dental Anatomy - 12/2
 - v. Oral Histology – 12/4
 - vi. Dental Hygiene Pre-clinic - First Patient 12/6
- e. GKAS –
 1. The event is scheduled for February 8, 2020 from 8:45 – 3:15.
- f. DH Interviews
 1. Friday February 21, 2020 from 8-5.
- g. Dental Health Month
 1. Elementary school visits will take place on February 18, 20 and 21, 2019. The schools and exact dates will be confirmed by December 2019.
- h. NBDHE -National Board Week (Spring Break)
 1. March 8-15, 2020
- i. Dental Hygiene Advisory Committee
 1. The Date for the meeting is April 7, 2020 from 6:30-8:30.
- j. Graduation Luncheon
 - i. April 22, 2020 at 12:30 – 2:30.
- k. Vendor Day – April 1, 2020
- l. Faculty/SHP Meetings –
 1. Fall Semester - The next DH faculty meeting is scheduled for Thursday, December 5, 2019 from 8-1.

xxvii. Dental Colloquium

- a. Canvas
 1. Dental colloquium canvas courses. This course contains the following items:
 - i. Program Manual
 - ii. MSDS
 - iii. Program Forms
 - A. College Photo release
 - B. DH release form
 - C. Community Service Form
 - iv. DH Chart Review Results
 - v. Patient Survey Results
 - vi. CODA -3rd-party Complaint Form

xxviii. **Ionizing Radiation Policy** – Clori reviewed the ionization policy and distributed the signature page for all faculty to sign. This document is introduced to the students in the spring during their radiology course.

- xxix. **Special Needs Designation** – Carol reviewed the special needs designation handout. The faculty discussed several potential medical conditions that were omitted or added to the list. The students will receive an update copy of the special needs designation list used to classify patients.
- xxx. **Blood Pressure** – Students are to seek medical clearance from the DCS when their patient presents with a blood pressure reading of 160/100. The dentists will review each case and determine whether there is a need to dismiss the patient from the clinic in order for them to seek medical attention or medical clearance from their physician.
- xxxii. **Class of 2019 Results** –
1. PTCE – The three students who needed to retake the PTCE completed the task on the 2nd attempt.
 2. Florida Law Exam Results: 94% pass rate on the first attempt
 3. Class of 2020 Program Progress –Reports were disseminated for faculty viewing of student progress.
- xxxiii. **Dental Hygiene IV Clinical Course:**
1. Clinic Schedules for the morning huddle will be completed by Dr. Lux for Tuesday and Richard/Dr. Lux for Thursday.
 2. Patient Surveys: Surveys will be distributed the first week of October, 2019.
 3. Calculus Detection Evaluation /Self-Assessment Form – faculty will randomly select a quadrant for each student to evaluate their ability to accurately chart the presence and/or absence of calculus. The student will complete the self-assessment form on their progress in clinic. Both of these forms will be completed once every two weeks. The faculty will initiate these forms for those students they are advising this semester.
 4. Chart Reviews: Chart/DHCP chart reviews will need to be dispersed the first week in October, 2019.
 5. Clinical Advising: Will be completed the first week of October 2019.
 6. DH IV Progress:
 - a. Carry-Over competencies- The Class of 2020 have done an excellent job in completing program competencies for both DH-4 and DH-5. Three competencies are outstanding for DH-IV. Karen will check on the number of students who still need a case study patient for the assignment due in spring of 2020.
 - b. Students will be introduced to the DH-5 scale requirements changes on August 28th. There are no new changes to the examination. There are two competencies required for DH-5. The competency worksheet will be the same document posted on the CDCA website.
 - c. End-Product – The faculty were informed to focus on the following competencies for this semester:
 - i. Scaling/root planing
 - ii. Arestin
 - iii. Re-evaluation
- xxxiiii. **Self-Study**
- a. The self-study will be started this semester. The goal is to have all documents completed by early May 2020.
- xxxv. **Calibration Workshop**
- a. Chart/DHCP Chart Reviews – The clinical instructors evaluated four patient charts and completed the DHCP/Chart review forms for each patient. The faculty scored a 92% on

the DHCP and a 90% on the Chart Review exercise. The most common errors identified were misspelled words, missing patient signature on the DHCP, omission of clinical data related to interventions on the DHCP and/or the transferring of medical history information from the original document to the computerized version.

The faculty will have the students document in the patient note history tab when the signature pad was not operating properly. This information will help to identify why a signature was not captured.

- b. Periodontal Analysis Form – The faculty reviewed 15-staging/grading periodontal cases selected from the pool of patients treated between May-June, 2019. The faculty first reviewed the criteria for each staging/grading category and then discussed the cases and the relevant clinical data to determine if the correct periodontal case type was selected.

The periodontal workshop allowed the faculty to clarify concepts and to apply critical thinking in order to help defend/correct a change in a classification based on the clinical data identified by the student. As a result of this workshop, the faculty improved their understanding of staging/grading criteria. The faculty discussed the enhancements needed to the “Periodontal Analysis Form”. The necessary changes have been implemented and the new updates will be available on the first day of clinic.

SLO – Dental Hygiene III and Dental Hygiene Clinic SLO

A. DEH 2804 – SLO – Dental Hygiene III

Final Exam Results: 77% of the class scored 4 or 5/5 correct on the final exam.

Use of results: Last year 88% of the class answered 4 or 5/5 correct, this year 77%. This was not expected, as I had more students receive an A for a final grade in the course. My first goal will be an improvement in this overall percentage for next year. Last year's goal to improve in learning outcomes on Medicaments/Chemotherapeutics and PSR was accomplished this year. Medicaments: 9 vs 6 students scored 5/5, and PSR: 7 vs 5 scored 5/5. Goal will be to improve in learning outcomes on case study components and development. I plan to update the case studies presented in class and to give students more exposure to case study related questions during learning activity class time.

Article Critique Results:

Results: 96% of the students scored a two or higher on the article critique.

Use of Results: Less errors in APA due to referencing website and creating a handout with APA Guidelines. More errors in grammar this year. Students did very well with the oral presentations, covering a great variety of topics with information related to the course material. Plan for next year is to encourage students to use the writing center to help improve grammar.

Case Presentation Group Project:

Results: 85% of the Cohort Class of 2020 scored a two or higher on the case presentation.

Use of Results: More grammatical errors in PowerPoint presentations this year. Multiple choice questions were much better with use of excellent distractors. Information presented reflected the evidence-based treatment protocols that were covered in this class for the periodontally involved patient. Grammar seems to be an issue with this class, as was noted in their article critique papers. I will recommend that PowerPoint slides be reviewed by the writing center to help improve grammar. I also will reinforce more thorough chart review to identify any medical errors in the case studies assigned.

B. Dental Hygiene III Clinic

Results: 100% of the Cohort Class of 2020 scored a 3 or above in all categories.

Use of Results: The student performed well on the competencies. The program will maintain current rubrics.

The next meeting is scheduled for December 5, 2019.

Respectfully submitted,

Karen Molumby