



**Danville Community College Joint Venture  
Virginia Western Community College of Dental  
Hygiene  
CDCA-WREB-CITA Dental Hygiene Candidate  
Handbook**

**Danville Community College Dental Hygiene  
Foundation Hall  
1001 Neathery Lane  
Danville, Virginia 24541**

**Site Coordinator: Robin Mitchell RDH, BSHS  
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Office: (434)797.8517**

## **Welcome to Danville Community College**

The faculty and staff of the Danville Community College realize clinical boards are inherently stressful, especially when applicants are working in an unfamiliar clinic. It is our sincere hope that this handbook, which has been prepared to help assist dental hygiene candidates for the CDCA-WREB-CITA administered ADEX dental hygiene exam, will help make your time with us as smooth as possible. **If you have additional questions after reading this handbook, please contact us at (434) 797.8517**, or visit our website ([www.danville.edu](http://www.danville.edu)) for more information.

Danville Community College is located at 1008 S. Main St., Danville, VA.

**Facility Fee:** The facility fee is \$200 for non-students of Danville Community College and will be collected by CDCA-WREB-CITA at time of online registration.

### **TRAVEL and HOUSING ARRANGEMENTS**

#### **1. Airline and Airport Information- The closest commercial airlines are**

**Piedmont Triad International Airport**  
**Raleigh Durham International Airport**  
**Lynchburg Regional Airport**

#### **2. Chauffeured Ground transportation**

Transportation via van, limousine, or bus is available from the airport.

#### **Rental Car Information**

Rental Cars –Check Individual Airport Availability

Alamo  
Avis  
Dollar  
National  
Enterprise

#### **3. Driving Instructions**

Directions and maps follow.

[Piedmont Triad International Airport](#)

1000 A Ted Johnson Parkway, Greensboro, NC 27409

1000 A Ted Johnson Parkway, Greensboro, NC 27409

Depart and head toward Ted Johnson Pkwy  
138 ft.

Bear right onto Ted Johnson Pkwy

0.9 mi

Take the ramp for I-73 S

0.1 mi

Keep left, heading toward Greensboro

1.3 mi

Keep straight to get onto Joseph Bryan Blvd

5.1 mi

Keep straight to get onto Benjamin Pkwy

1.0 mi

Take the ramp on the right and follow signs for Wendover Ave E

1.1 mi

Keep straight to get onto US-220 S

1.8 mi

Take the ramp on the right for Summit Ave

0.1 mi

Bear left onto Summit Ave

Dayton Montgomery County on the corner

0.9 mi

Take the ramp on the right and follow signs for US-29 North

0.1 mi

Keep left, heading toward Reidsville

36.2 mi

Take the ramp on the right for US-29 North / US-58 East and head toward Lynchburg / South Boston

### *Entering Virginia*

3.7 mi

Take the ramp on the right for VA-86 and head toward Chapel Hill / S Main ST / Yanceyville

0.2 mi

Turn right onto VA-86 / S Main St toward Chapel Hill / Goodyear Blvd / Yanceyville / Averett

University / Danville Community College / Danville Museum / Danville / Tank Museum

0.2 mi

Make a U-turn to stay on VA-86 / S Main St

1.7 mi

Turn left onto Kemper Rd

338 ft.

Turn left onto Neathery Ln

69 ft.

Arrive at [1001 Neathery Ln, Danville, VA 24541](#)

The last intersection before your destination is Kemper Rd

If you reach College Park Dr, you've gone too far.

### [Raleigh-Durham International Airport, NC](#)

2400 John Brantley Blvd, Morrisville, 27560

Depart and head (northwest)

361 ft.

Turn right, then immediately turn left onto W International Dr.

292 ft.

Turn right onto John Brantley Blvd

A&W Restaurant on the corner

0.9 mi

Take the ramp on the right and follow signs for I-540 / US-70

1.9 mi

Take the ramp on the right and follow signs for I-40 / I-540 West

1.2 mi

At Exit 1B-A, head right on the ramp for I-40 toward Durham / Raleigh

0.4 mi

Keep right, heading toward Durham

2.9 mi

At Exit 279B, head right on the ramp for NC-147 North toward DOWNTOWN / Durham

4.8 mi

Keep straight, heading toward DOWNTOWN / Durham

7.4 mi

Take the ramp on the right and follow signs for US-70 / I-85 South

2.7 mi

At Exit 170, head on the ramp right and follow signs for NC-86 North / US-70 West

6.4 mi

Continue on NC-86 / NC Highway 86 N

38.4 mi

Road name changes to VA-86 / NC Highway 86 N

### *Entering Virginia*

1.8 mi

Turn left onto Kemper Rd

338 ft.

Turn left onto Neathery Ln

69 ft.

Arrive at Neathery Ln [1001 Neathery Ln, Danville, VA 24541](#)

The last intersection before your destination is Kemper Rd

If you reach College Park Dr, you've gone too far

### [Lynchburg Regional/Preston Glenn Field](#)

Leave at 10:18 AM

4308 Wards Rd Ste. 100, Lynchburg, VA 24502

Head southeast on Terminal Dr. toward Rangoon St

0.4 mi

Turn right onto US-29 S / Wards Rd

Pass Exxon in 9.2 m

34.1 mi

Take the ramp for US-29 S / US Highway 29

Pass Apple Market #4215 on the left in 3.0 mi

9.7 mi

Take the ramp for US-29 S / US Highway 29

Pass Pacific Pride Cardlock on the right in 7.1 mi

19.7 mi

Take the ramp on the right for VA-86 and head toward Chapel Hill / S. MAIN ST / Yanceyville

1.6 mi

Turn left onto Kemper Rd

338 ft.

Turn left onto Neathery Ln

69 ft.

Arrive at Neathery Ln [1001 Neathery Ln, Danville, VA 24541](#)

The last intersection before your destination is Kemper Rd

If you reach College Park Dr., you've gone too far

#### 4. Hotel/Motel Accommodations

Reservations should be made directly with hotels/motels accommodations located close to the school are listed below. Candidates should call for rates.

##### HOTELS NEAR DANVILLE COMMUNITY COLLEGE

Hampton Inn- <https://www.reservationdesk.com/hampton-inn/danville>

Quality Inn- [Hotel in Danville, VA | Quality Inn® Official Site | Quality Inn \(choicehotels.com\)](#)

Comfort Inn-<https://www.reservationcounter.com/comfort-inn/danville>

Holiday Inn Express- [Affordable Hotels in Danville, VA | Holiday Inn Express Danville \(ihg.com\)](#)

Courtyard by Marriott- <https://www.reservationstays.com/courtyard/danville>

Sleep Inn & Suites- <https://www.reservationcounter.com/sleep-inn/danville>

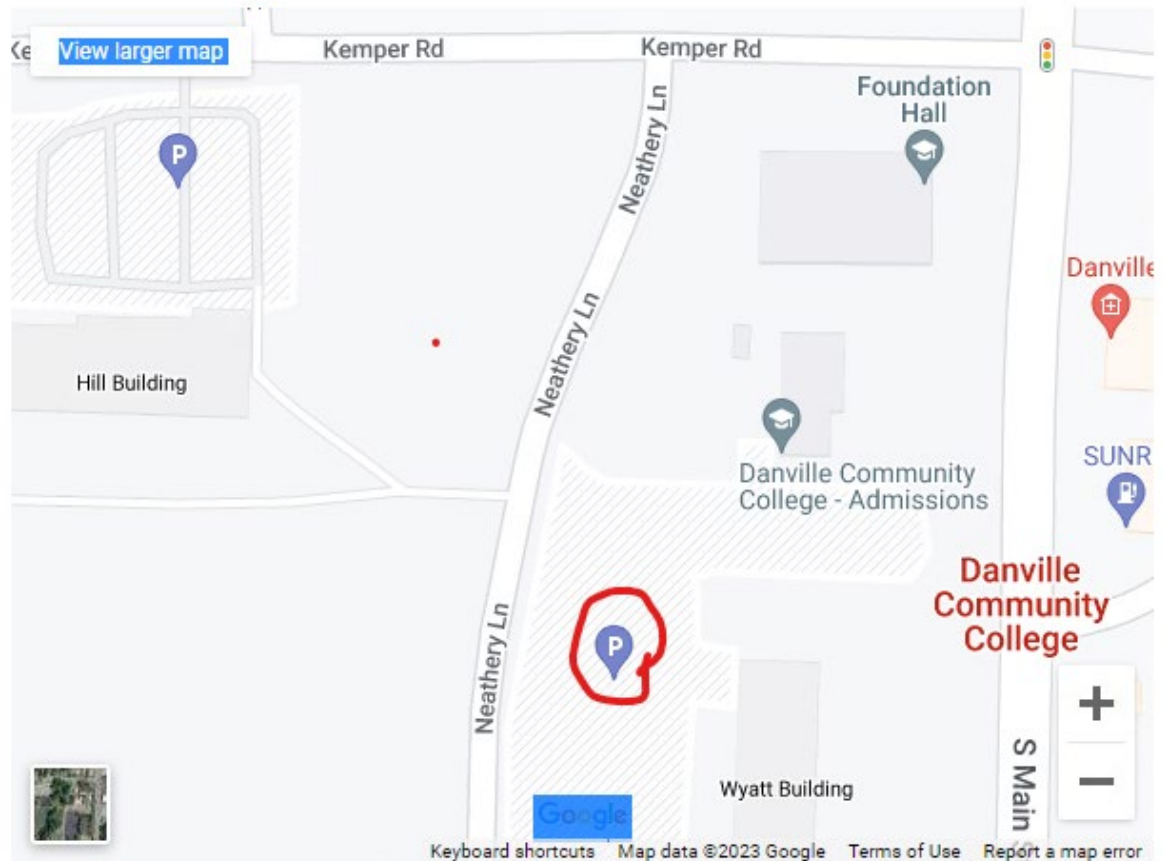
#### 5. Gas/Food and ATM's

**Gas, food and banking are available within 1 mile of Danville Community College**

#### 6. Danville Community College Parking

A parking map has been included in this candidate guide for your convenience. Please note that all candidates may only park in designated or student parking spaces ( P circled in RED on the map) located in the lot beside the Wyatt Building at Danville Community College. All candidates should enter through the main entrance of Foundation Hall accessible from the circle drive beside Neathery Lane. From the parking lot walk past the childcare center playground and down a short flight of steps to Foundation Hall. Permits are not required to park at Danville Community College during CDCA-WREB-CITA examination days and parking lot hours are 6:00 a.m. to 6:00 p.m. Vehicles left after hours on campus are subject to being towed.

## Main Campus



### 7. DANVILLE COMMUNITY COLLEGE Security

Danville Community College is a very small campus but does have an on-campus on-site security services for the dates of the examinations. Situations requiring police presence should be referred to local law enforcement authorities.

Security can be reached at (434) 797.8533 from your mobile phone and 28.8533 from campus phones.

## Danville Community College Facility and Services

### 1. Building and Access Hours: 6:00 AM to 6 PM

Foundation Hall building will open from 6:00 a.m. to 6:00 p.m. on the examination day, unless otherwise requested by the CDCA-WREB-CITA. Please note that **the day before the examinations begin**, the building and campus **will be closed to everyone** (including tours) for cleaning and pre-examination set-up.

### 2. Food and Beverage Services:

Danville Community College has no food, beverage, or cafeteria services for candidates or their patients. Candidates should eat before coming to the exam or candidates may choose to bring a small amount of food and beverage in small cooler that the on-site **school coordinator can store and then retrieve for them** when it is needed. There are several gas stations, restaurants and fast-food establishments located within one (1) mile of the campus if you wish to purchase food. However, **food or drink are not allowed in any areas** near the candidate clinics or check in desk during the examination.

### 3. Registration and Identification Badges

Numbered badges issued to candidates (by CDCA-WREB-CITA) will serve as your I.D. throughout the examination. The badge must be worn at all times while in the building. Badges **must be turned in** at the completion of the examination(s) as a part of the checkout procedure with CDCA-WREB-CITA.

## Preparing for the Clinical Phase of the Examination

Candidates will be using the DANVILLE COMMUNITY COLLEGE Dental Hygiene Clinic. Each candidate will be assigned a numbered operator that corresponds to his or her numbered I.D. badge issued prior to the start of the exam. Each operator is equipped with one dental chair, one delivery unit equipped with air/water syringe, and one operator's stool. All equipment malfunctions that take place during the examination should be immediately reported to the Chief Examiner.

### Emergency Equipment and Preparedness for Medical Emergency

All candidates should familiarize themselves with the location of the oxygen/emergency cart (medical emergency kit) and the first aid kit. During the examination, the emergency cart/first aid kit are located at the instructors podium in the front area of the clinic. The AED is located on the main floor in the Main Hall outside of the clinic (See Floor Plan). **In the event of an emergency, the procedure is:**

- Verbally notify the CDCA-WREB-CITA Floor Assistant, School Coordinator or Chief Examiner of the emergency.
- Make sure someone calls the local 9-1-1 (notify EMS).

- Administer oxygen (O<sub>2</sub>) from the green oxygen cylinder located next to the medical emergency kit.
- Administer Basic Life Support (BLS) until EMS arrive.

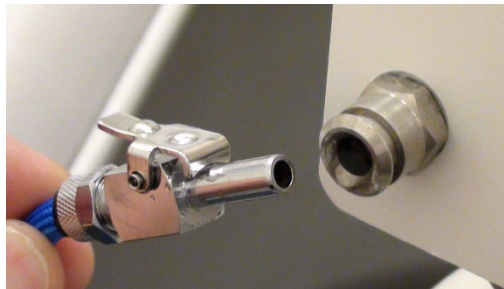
## During the Board

1. Handpiece and Propoxy Angle Hookups with ISO-B Midwest 4 hole coupler.
2. DANVILLE COMMUNITY COLLEGE has CONNECTION TYPES and what you supply
3. Sonic/Ultrasonic Devices.  
Cavitron

### Cavitron Rental Fee: \$75

All operatories are equipped to operate the ultrasonic devices listed/pictured below. The air pressure to each operatory chair and all the handpieces are factory set at approximately 35 to 50 psi. Please ensure that your devices will operate effectively within these parameters.

If you prefer to bring your own ultrasonic scaling unit please familiarize yourself with the dental chairs and hook-up/connection features outlined in this section of the guide. Please note the single water hook-up/connection picture below for all ultrasonic scaling units. The water hook-up is a standard ADEC hook up (please see the picture below of the 8.0 Water Tubing with ¼ male non-shut off quick release attachment or visit [www.autoscaler.com](http://www.autoscaler.com) for manufacturers unit specifications and limitations). All water is supplied from a pressurized bottle on the unit.



- DANVILLE COMMUNITY COLLEGE features magnetostrictive ultrasonic scaling units with a 30K lavage knob for lavage control/adjustment. The lavage knob accepts Dentsply® Cavitron® Brand/Type 30K TFI, P, SLI, and FSI ultrasonic inserts. If you are still in doubt about what types of tips to obtain DANVILLE COMMUNITY COLLEGE commonly uses the Cavitron THINsert 30K CTI-10S (Reorder 81551), the SlimLINE 30K FSI-SLI-10S (Reorder 80395), and the PowerLINE 30K FSI-PWR-1000 (Reorder 80799). **Note: All utilize magnetostrictive technology.** Please familiarize yourself with the application, limitations, and restrictions of this technology before you arrive to the examination site.



- All ultrasonic units supplied for candidates by DANVILLE COMMUNITY COLLEGE are provided “as is” and are in a “used” condition. Every effort has been made to ensure that rentals are in good working order; however, due to their “used” condition performance expectations may vary from unit to unit. **All tips/inserts for all available ultrasonic units (along with gaskets for tips/inserts) are not supplied by DANVILLE COMMUNITY COLLEGE and are not available for rental or purchase from DANVILLE COMMUNITY COLLEGE. Please plan accordingly and bring your own ultrasonic tips with gaskets!** If you wish to arrive at DANVILLE COMMUNITY COLLEGE before your scheduled testing day to hook-up your ultrasonic unit you may do so if you call and schedule a time with the Robin Mitchell ([robin.mitchell@danville.edu](mailto:robin.mitchell@danville.edu)) at DANVILLE COMMUNITY COLLEGE. If the CDCA-WREB-CITA exam has already begun, you cannot enter the clinic.

#### **4. Infection Control/Asepsis Requirements**

##### **a. Surface Asepsis**

- i. Handles of the unit light, radiographic tube heads, and chair head and chair controls must be covered with either clear plastic barrier wrap or aluminum foil.
- ii. The patient chair, dental unit, counter tops, and operator stool should be disinfected with disinfectant wipes.
- iii. Disinfectant wipes, plastic/barrier headrest covers and plastic/barrier wrap are provided by DANVILLE COMMUNITY COLLEGE for all candidates free of charge.
- iv. Candidates must furnish their own sturdy utility gloves (nitrile preferred) to be worn when handling or packaging dirty instruments through (or to and from) the candidate clinic area.
- v. Universal infection control guidelines and Personal Protective Equipment (P.P.E.) and guidelines should be observed during the CDCA-WREB-CITA exam at DANVILLE COMMUNITY COLLEGE. This includes standard OSHA standards and guidelines.

##### **b. Personnel Protective Equipment**

- i. Appropriate protective equipment (which includes disposable gowns) is provided/available by DANVILLE COMMUNITY COLLEGE (one per day free of charge) and must be worn in all occupational exposure situations.
- ii. Disposable gloves, masks, and gowns will be available on the clinic floor free of charge during the examinations.
- iii. Candidates must provide their own OSHA-acceptable protective glasses and should also provide protective glasses for their patients. Please note that DANVILLE COMMUNITY COLLEGE does not provide disposable side shields for glasses.

##### **c. Hazardous Waste**

- i. Waste should be disposed of in the available/provided paper bags and placed in the large garbage can near the sterilization cabinets after clean up.

**d. Sterilization**

- i. Instruments and handpieces can be processed and run through a steam sterilizer after your examinations free of charge for candidates requesting this service from DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE DEPARTMENT. DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE will not label, lube, wipe down, scrub, ultrasonic, or wash instruments either inside or outside of cassettes. All instruments should be wiped down and clean of visible debris before being brought to the DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE sterilization drop-off area. Submitted candidate instruments should be placed in a sealed sterilization bag within a closed stainless-steel instrument cassette or simply bagged by the candidate for sterilization. Stainless steel instrument cassettes submitted to DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE for sterilization should be able to fit comfortably within a 7 ½ W x 13 L disposable self-seal sterilization pouch. Hand sterilization bags provided to candidates by DANVILLE COMMUNITY COLLEGE are no larger than 7 ½ W x 13 L. All submitted instruments/items for sterilization should be clearly marked with the candidates CDCA-WREB-CITA identification number **only**. To ensure all candidates anonymity all instruments used in the exam should not be marked with candidate names or initials or other identifying markings. Instruments submitted for sterilization will be processed/sterilized with a minimum required turnaround time of three hours. Items submitted after 3:00 p.m. will be available for pick-up the following business day by 8:00 a.m. (DANVILLE COMMUNITY COLLEGE is not open on (Saturday or Sunday). All items submitted to be sterilized **must be picked up from DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE DEPARTMENT within five days of the conclusion of the examination.** If the candidate chooses to use the sterilization services provided by DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE, the candidate assumes all liability for lost or damaged items submitted.
  
- ii. The time that instruments can be retrieved depends on the length of time necessary for processing and sterilization, as well as the number of other candidate's instruments. The shortest amount of time in which instruments can be processed is **approximately three hours**. The sterilization assistant will provide you an estimated time after which you may pick up the sterilized instruments. Please do not submit any materials or instruments that may be damaged during the sterilization process.

*DANVILLE COMMUNITY COLLEGE ASSUMES NO RESPONSIBILITY OR LIABILITY FOR CANDIDATES WHO BRING DENTAL/DENTAL HYGIENE INSTRUMENTS, ULTRASONIC SCALERS, OR OTHER PERSONAL EFFECTS/ITEMS ONTO CAMPUS. THIS POLICY ALSO INCLUDES ITEMS*

*THAT MAY BE LOST, BROKEN, STOLEN, OR DAMAGED, (OR THAT ARE NOT RETRIEVED **WITHIN FIVE DAYS AFTER THE CLOSING OF THE EXAMINATION**). PLEASE ARRANGE TO HAVE YOUR ITEMS PICKED UP.*

## 5. Disposable Items:

All of the following items are expendable materials and are provided free of charge to all candidates.

- Surface disinfection wipes
- Barrier materials & tape
- Bracket tray covers
- Red biohazard bags
- Chair covers
- Barrier tape (roll)
- Tray covers/Barriers
  - Soap (liquid)
- HVE Tips
- Disposable bib clips
- Non-latex gloves (S-L)
- Air water syringe tips(plastic)
- Facial tissue
- Patient napkins
- Standard saliva ejectors
- Face masks
- Cotton rolls
- 2 x 2 gauze squares
- Paper towels
- Prophy paste
- Sanitizing materials
- Drinking cups (small)
- Autoclave bags (S-L)

**\*See Section 6 below.**

### **Disposable Air/Water Syringe Tips and Bite Blocks**

DANVILLE COMMUNITY COLLEGE DENTAL provides and uses disposable air/water syringe tips for the examination. If you prefer metal air/water syringe tips you should plan accordingly and bring them to the exam with you as DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE does not provide them.

## 6. Translation Services

Translation services for candidates and patients are not provided by DANVILLE COMMUNITY COLLEGE. Candidates wishing to bring a translator (for languages other than English) must provide all accommodations required. All translators must check in with the CDCA-WREB-CITA desk coordinator and school coordinator upon arrival and will only be allowed into the clinical area when their services are required. Candidate translators must abide by all applicable candidate rules (no cell phones, notes, or PDA's) and safety requirements as well as all reasonable CDCA-WREB-CITA and/or DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE school coordinator requests to ensure that all other candidates have a fair, secure, quiet, safe, effective, and successful examination.

## 7. Other Limitations

No instrument sharpening services for dental hygiene instruments are available at DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE before, during, or after the examination(s). If a candidate experiences a broken tip on one or more of their instruments during the examination DANVILLE COMMUNITY COLLEGE does NOT have replacement instruments to loan/sell to candidates, so please come prepared accordingly. Patients that have a latex allergy will **not** be allowed into the DANVILLE COMMUNITY COLLEGE DENTAL

HYGIENE clinic for your CDCA-WREB-CITA examination! As a reminder candidates and patients should not bring cell phones, notes, or PDAs to the examination. Items left behind after a candidate's exam is completed may not be returned. DANVILLE COMMUNITY COLLEGE DENTAL HYGIENE will make every effort to remind candidates not to leave instruments and other items behind when they leave as DANVILLE COMMUNITY COLLEGE will not mail ANY items left behind. If candidates request any help from the DANVILLE COMMUNITY COLLEGE School Coordinator or staff, we will be happy to help, however the candidate assumes all responsibility for any help or attempted assistance given. Inadvertent damage or perceived damage to any personal items, instruments, ultrasonic, or other items that the candidate is seeking help with is the sole responsibility of the candidate. DANVILLE COMMUNITY COLLEGE does not rent ultrasonic tips.

### **EXAM ROOM ASSIGNMENTS**

***(NOTE: See official CDCA-WREB-CITA documents for days, dates, and times  
See DANVILLE COMMUNITY COLLEGE Floor Plan on following page for Locations)***

We hope that this guide has been helpful and that your examination experience at DANVILLE COMMUNITY DENTAL HYGIENE CLINIC will be a pleasant one. If there are any errors (incorrect phone numbers, addresses, etc.) in this guide please contact us (Robin Mitchell 434.797.8517) and we will attempt to update this guide as soon as possible. Please email all corrections to [robin.mitchell@danville.edu](mailto:robin.mitchell@danville.edu)

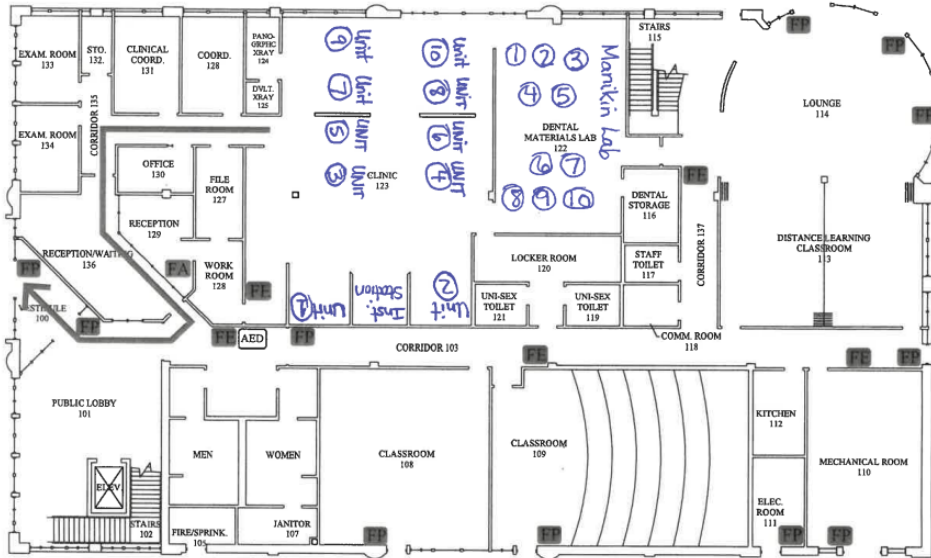
Good luck on your examination!

DCC DENTAL HYGIENE CLINIC LAYOUT

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PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT

PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT



Foundation Hall  
First Floor Fire Exit Plan

- CALL BOX
- FIRE ALARM PULL
- FIRE EXTINGUISHER
- MS MSDS
- FA FIRST AID BAG
- AED DEFIBRILLATOR
- ARA AREA OF RESCUE ASSISTANCE
- EW EYE WASH

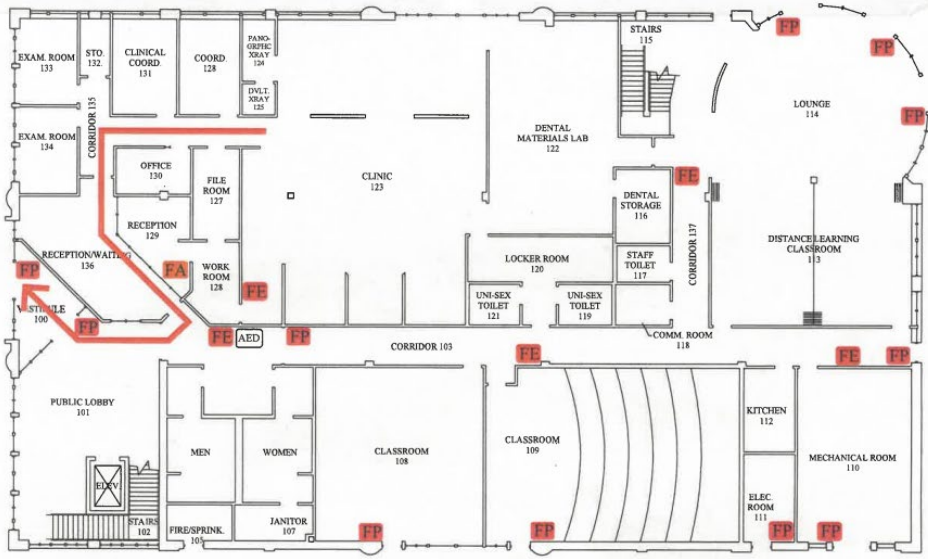
**Foundation Hall Assembly Points:**  
Front door exits go to the yard next to the the playground. Rear exits go to the yard in front of the Wyatt Building. Stay away from the building, access roads, and sidewalks next to the building.

# FOUNDATION HALL 1<sup>ST</sup> FLOOR FIRE EXIT PLAN

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PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT

PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT



## Foundation Hall First Floor Fire Exit Plan

**Foundation Hall Assembly Points:**  
Front door exits go to the yard next to the the playground. Rear exits go to the yard in front of the Wyatt Building. Stay away from the building, access roads, and sidewalks next to the building.

- CALL BOX
- FIRE ALARM PULL
- FIRE EXTINGUISHER
- MSDS
- FA FIRST AID BAG
- AED DEFIBRILLATOR
- ARA AREA OF RESCUE ASSISTANCE
- EW EYE WASH