



Florida State College
at Jacksonville

CDCA-WREB-CITA Dental Hygiene Candidate Handbook

Simulated Patient Treatment Clinical Examination (SPTCE)

Florida State College at Jacksonville
Dental Hygiene Program
North Campus
4501 Capper Road, Room A110
Jacksonville, FL 32218
904.766.6571

Welcome to FSCJ!

The faculty and staff of the FSCJ Dental Hygiene Program 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 Dr Smith at (904) 766-6655**, email him at dr.jeff.smith@fscj.edu for more information.

Site Fee: \$100.00 payable by credit card only on morning of exam. Upon arriving on campus, all non-FSCJ students will be required to sign a Hold Harmless agreement releasing FSCJ and its employees from all liability.

FSCJ's North Campus is located at 4501 Capper Road, not too far from the Jacksonville International Airport. The ADEX exam will be held on the 1st floor of the A building (room A110), in the new Dental Hygiene Clinic.

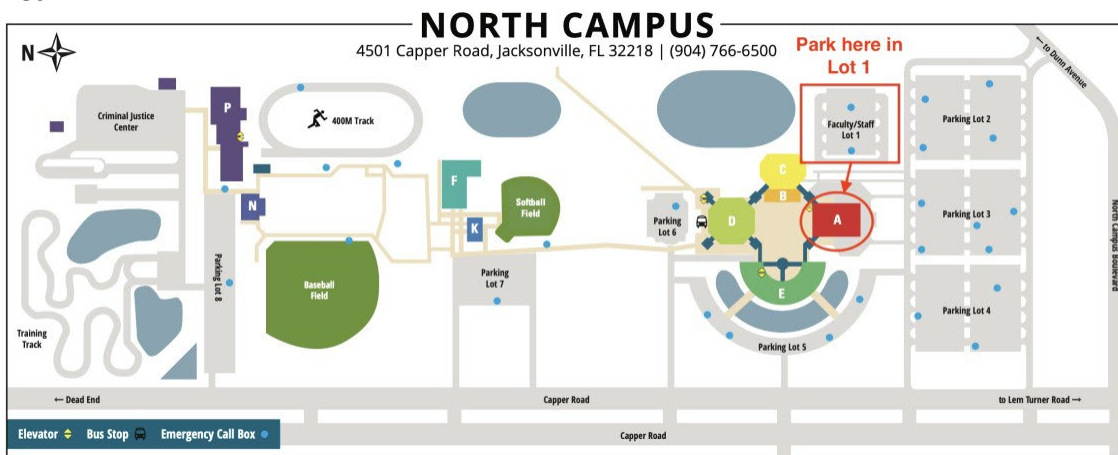
1. Driving Instructions

Use the maps feature on your smartphone to obtain driving directions to FSCJ – **North Campus**, 4501 Capper Road, Jacksonville, FL 32218.

***Note that the college has multiple campuses! Be sure to enter the address above.**

2. FSCJ North Campus Parking

A parking map has been included in this candidate guide for your convenience (see below). Please note that all candidates and patients may park in Lot 1, the Faculty/Staff Parking Lot. All candidates should enter through the main entrance of the building accessible from Lot 1. Permits are not required to park at FSCJ during CDCA 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.



3. FSCJ Security

FSCJ has an on-campus security force for the dates of the examinations. Situations requiring security should be brought to their attention by visiting their office on the first floor of the A building, near the dental clinic or by calling 904.766.6608.

4. COVID-19 Precautions

If you have any of the signs or symptoms of COVID-19, DO NOT come to campus! In this case, contact the FSCJ site coordinator, Dr Jeffrey Smith at 904.766.6655 or by email at dr.jeff.smith@fscj.edu.

The signs and symptoms include:

Fever or chills	New loss of taste or smell
Cough	Sore throat
Shortness of breath or difficulty breathing	Congestion or runny nose
Fatigue	Nausea or vomiting
Muscle or body aches	Diarrhea
Headache	

5. Building and Access Hours:

The A building at North Campus will open from 6:00 a.m. to 6:00 p.m. on examination day, unless otherwise requested by the CDCA-WREB-CITA. Please note that access to the testing site will not be granted until the day of the exam. Please do not attempt to access the site prior to the first day of the examination.

6. Food and Beverage Services:

FSCJ North Campus has no food, beverage, or cafeteria services for candidates. There are many 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.

7. Registration and Identification Badges

Numbered badges issued to candidates on the day of the exam 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 FSCJ Dental Hygiene Clinic. Each candidate will be assigned a numbered operator that corresponds to his or her numbered I.D. badge issued upon verification of required ID. 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 FSCJ Site Coordinator.

Emergency Equipment and Preparedness for Medical Emergency

All candidates should familiarize themselves with the location of the oxygen/emergency supplies and equipment (medical emergency kit) and the first aid kit (map on pg. 7).

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- 9-1-1 (notify EMS).
- Administer oxygen (O₂) from the green oxygen cylinder located in the front of each clinic bay, beneath the television.
- Administer Basic Life Support (BLS) until EMS arrive.

During the Board

1. Ultrasonic Devices.

All dental units in the Dental Hygiene Clinic are equipped with Cavitron ultrasonic devices built into the delivery system. 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, you will need to notify the school prior to arrival so that you can be assigned to one of the fifteen chairs with a water port. 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 for manufacturers unit specifications and limitations). All water is supplied from a pressurized bottle on the unit.



- FSCJ's Dental Hygiene Clinic 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 handpiece and inserts to obtain, FSCJ commonly uses the the SlimLINE 30K FSI-SLI-10S (Reorder 80395), and the PowerLINE 30K FSI-PWR-1000 (Reorder 80799). **Note: All FSCJ Ultrasonic Scalers available for candidate use provided for free by FSCJ utilize magnetostrictive technology.** Please familiarize yourself with the application, limitations, and restrictions of this technology before you arrive to the examination site.

- All built-in ultrasonic units supplied for candidates by FSCJ 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.

Very Important Note

NO handpieces or tips/inserts for ultrasonic units are supplied by FSCJ nor are they available for rental or purchase from FSCJ. Please plan accordingly and bring your own ultrasonic handpiece and tips with o-rings!

2. Infection Control/Asepsis Requirements

A. Surface Asepsis

- Handles of the unit light, radiographic tube heads, and chair head and chair controls must be covered with either clear plastic barrier wrap.
- The patient chair, dental unit, counter tops, and operator stool should be disinfected with available wipes.
- Disinfectant wipes, plastic/barrier headrest covers and plastic/barrier wrap are provided by FSCJ for all candidates.
- Disposable plastic overgloves are available for candidates upon request.
- 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.
- Universal infection control guidelines and Personal Protective Equipment (P.P.E.) and guidelines should be observed during the CDCA-WREB-CITA exam at FSCJ. This includes standard OSHA standards and guidelines.

B. Personnel Protective Equipment

- Appropriate protective equipment (which includes disposable gowns) is provided/available by FSCJ and must be worn in all occupational exposure situations.
- Disposable gloves, masks, and gowns will be available on the clinic floor during the examinations.
- Candidates must provide their own OSHA-acceptable protective glasses. Please note that FSCJ does not provide disposable side shields for glasses.

FSCJ 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.

3. Disposable Items:

All of the following items are expendable materials and are provided by FSCJ to all candidates.

- Surface disinfection wipes
- Barrier materials & tape
- Bracket tray covers
- Red biohazard bags
- Headrest covers
- Barrier tape (roll)
- Tray covers/Barriers
- Instrument trays
- Overgloves
- HVE Tips
- Non-latex gloves (S-XL)
- Air water syringe tips (plastic)
- Facial tissue
- Patient napkins
- Standard saliva ejectors
- Face masks
- Cotton rolls
- Soap (liquid)
- 2 x 2 gauze squares
- Paper towels
- Sanitizing materials
- Autoclave bags (S-L)

4. Other Limitations

No instrument sharpening services for dental hygiene instruments are available at FSCJ before, during, or after the examination(s). If a candidate experiences a broken tip on one or more of their instruments during the examination, FSCJ does NOT have replacement instruments to loan/sell to candidates, so please come prepared accordingly. As a reminder, candidates should not bring cell phones, notes, or PDA's to the examination. Items left behind after a candidate's exam is completed may not be returned. If candidates request any help from the FSCJ 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, ultrasonics, or other items that the candidate is seeking help with is the sole responsibility of the candidate. FSCJ does not rent ultrasonics or ultrasonic tips.

NOTE: See official CDCA-WREB-CITA documents for days, dates, and times

Emergency Equipment & Supplies in the Dental Hygiene Clinic



We hope that this guide has been helpful and that your examination experience at FSCJ will be a pleasant one. If there are any errors (incorrect phone numbers, addresses, etc.) in this guide please contact Dr Smith and we will attempt to update this guide as soon as possible. Please email all corrections to dr.jeff.smith@fscj.edu. Good luck on your examination!