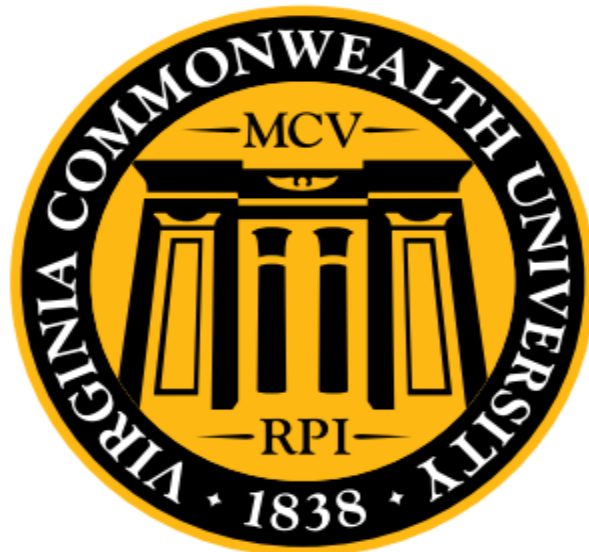


VCU School of Dentistry Information Dental Hygiene Licensure Board Candidates

2023 American Dental Examination (ADEX)

**CDCA-WREB-CITA administered
ADEX Dental Hygiene Licensure Exam**



School of Dentistry

<http://www.dentistry.vcu.edu>

Table of Contents

Page	Category	Information
3 - 5	Travel and Lodging	<ul style="list-style-type: none">● Airline and Airport● Ground Transportation● Navigation● Lodging
6	Facility Services	<ul style="list-style-type: none">● Building Access and Hours of Operation● Parking● ATM Machines● Food Service
7	Clinic Supplies	<ul style="list-style-type: none">● VCU SoD Supplies
8	Instrument and Sterilization	<ul style="list-style-type: none">● Rental Items and Cost● Sterilization Protocols
9	Clinic Equipment and Guidelines	<ul style="list-style-type: none">● Clinical Equipment● Clinical Barriers● PPE
10	Emergency Protocols and General Information	<ul style="list-style-type: none">● Medical Emergency Procedures● General Information● Henry Schein Store

**Welcome to the Virginia Commonwealth University
School of Dentistry in Richmond, Virginia**

Virginia Commonwealth University School of Dentistry (VCU SoD) is located in the Virginia Commonwealth University Medical Center at 520 North 12th Street, at the corner of Leigh and 12th Streets. This handbook has been prepared to assist dental licensure board candidates. If additional information is needed after reading this handbook, for dentistry, please contact Ms. Cindy Cheely (cmcheely@vcu.edu) 804-828-9953, Dr. Michael Healy at 804-828-9953 and for Dental Hygiene, please contact Heather Tuthill (hmtuthill@vcu.edu) 804-828-9096.

The Facility Fee is \$175.00 for all candidates and will be collected by CDCA-WREB-CITA at time of registration.

This facility is Latex Free.

TRAVEL AND LODGING ARRANGEMENTS

1. Airline and Airport Information

Richmond International Airport (RIC) is located at 1 Richard E. Byrd Terminal Drive, Sandston, Virginia 23250.

2. Ground Transportation to and from the Airport

A. Taxi Service

Approximate one-way cab fare (without tip) is shown below. Candidates may elect to use one of the following:

Groome Transportation	(804) 222-7222	\$35.00
Airport Taxi	(804) 233-4444	\$2.50/mile
UBER Richmond	Website: https://www.uber.com/cities/richmond/	

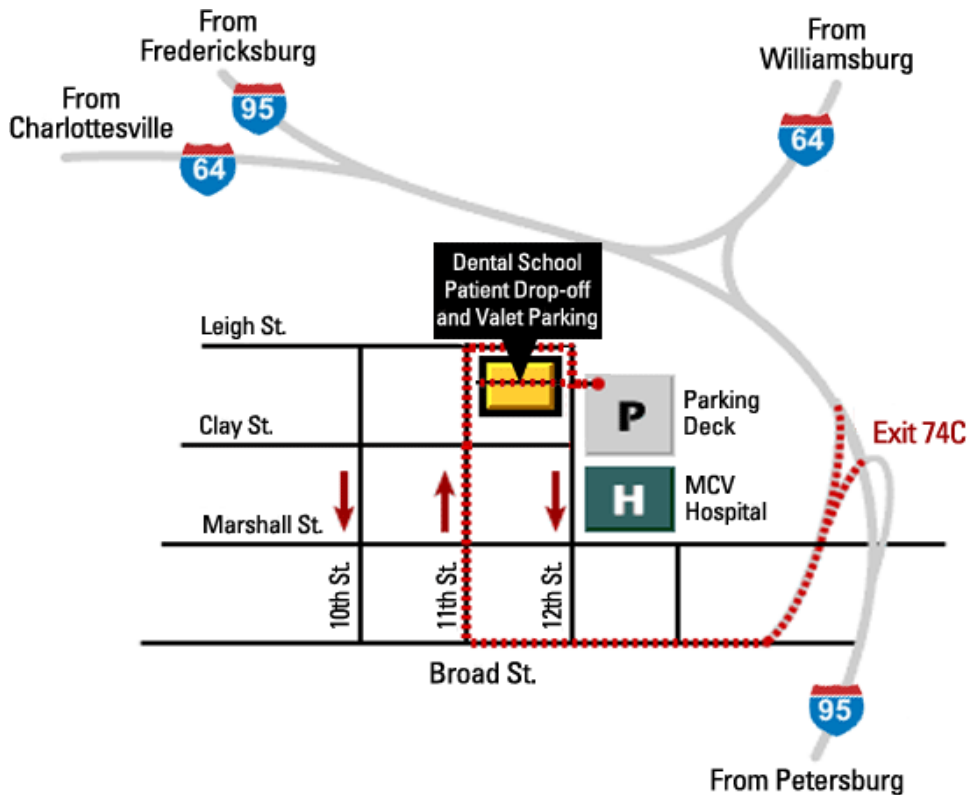
B. Rental Cars

The Richmond International Airport is served by all major car rental companies. Those listed below are just a few that are available:

Alamo Rent-A-Car	(800) 462-5266
Avis Rent-A-Car	(800) 331-1212
Enterprise Rent-A-Car	(800) 261-7331
Hertz Rent-A-Car	(800) 654-3131
National Car Rental	(800) 227-7368
Thrifty Car Rental	(877) 283-0898

C. Directions Driving from the Airport

The VCU Medical Center campus is conveniently located in downtown Richmond, close to the interstate and major thoroughfares. All clinics are contained in the W. Baxter Perkinson Building at 1101 East Leigh Street, the Dental Building 1 at 521 North 11th Street, and the Lyons Building at 520 North 12th Street; the buildings are connected by the Patient Information Registration area located on the second floor of the Lyons Building.



From I-95 North (from Petersburg or North Carolina): Take Exit 74C for West Broad Street. Proceed west on Broad Street for three blocks to 11th Street and turn right. Drive three blocks to Leigh Street and turn right. Make another right onto 12th Street. The visitor parking deck entrance is immediately on the left from 12th Street.

From I-95 South (from Washington, Fredericksburg): Take Exit 74C to West Broad Street. Proceed west on Broad Street for three blocks to 11th Street and turn right. Drive three blocks to Leigh Street and turn right. Make another right onto 12th Street. The visitor parking deck entrance is immediately on the left from 12th Street.

From I-64 East (from Charlottesville): Follow I-64 which merges with I-95 South. Remain on I-95 South to Exit 74C to West Broad Street. Proceed west on Broad Street for three blocks to 11th Street and turn right. Drive three blocks to Leigh Street and turn right. Make another right onto 12th Street. The visitor parking deck entrance is immediately on the left from 12th Street.

From I-64 West (from Williamsburg, Virginia Beach): Take Exit 190 for 5th Street and Downtown/Coliseum. Turn left at the 6th Street traffic light onto Marshall Street. Drive six blocks and turn left onto 11th Street. Drive two blocks to Leigh Street and turn right. Make another right onto 12th Street. The visitor parking deck is immediately on the left from 12th Street.

3. Lodging

Reservations should be made directly with the hotel company. Accommodations located within a few blocks or miles from the school are listed below. Shuttle services are offered. Candidates should call for rates and ask for the special VCU School of Dentistry rate.

The Berkley Hotel
(No shuttle – 8 blocks from VCU SoD)
1200 East Cary Street
Richmond, Virginia 23219
(804) 780-1300
(888) 780-4422

Commonwealth Park Suites
Hotel at Capital Square
(No shuttle – 4 blocks from VCU SoD)
901 Bank Street
Richmond, Virginia 23219
(888) 834-3613

Crowne Plaza Hotel
(Shuttle available)
555 East Canal Street
Richmond, Virginia 23219
(877) 227-6963

Jefferson Hotel
(Shuttle available)
101 West Franklin Street
Richmond, Virginia 23220
(888) 918-1895

Courtyard Richmond Downtown Hotel
(6 blocks to VCU SoD)
1320 E. Cary Street
Richmond, Virginia 23219
(804) 754-0007
(888) 236-2427

Richmond Omni Hotel
(Shuttle available)
100 South 12th Street
Richmond, Virginia 23219
(804) 344-7000
(888) 444-6664

FACILITY SERVICES

Building Access and Hours of Operation

The buildings will be open at 6:00 a.m. unless otherwise requested by the examiners.

DURING COVID RESTRICTIONS PERIODS, ALL CANDIDATES WILL UNDERGO A TEMPERATURE CHECK, HAND SANITIZING UPON ENTRY, AND MASKS MUST BE WORN AT ALL TIMES WHEN IN THE BUILDING.

ALL GUESTS WILL ENTER ON THE 12TH STREET ENTRANCE INTO THE LYONS BUILDING.

Parking in and around the dental school is controlled by the university. Candidates and patients should seek parking in visitor or public parking areas. The location nearest the school is the Patient/Visitor Parking Deck, located on 12th Street directly across from the dental school. Free street parking is available on weekends. Valet parking is not available during board exams.

ATM Machines

ATM machines are located at the VCU Bookstore located at 10th & Leigh Streets or on the first floor of the Gateway Building located on 12th Street.

Food Service

The dental school has a lounge located on the first floor of the Lyons building. Food service is not available but vending machines are located directly across from the lounge. The Jonah L. Larrick Student Center is located at 9th and Turpin Streets, a short walk from the school. The center is a food court style dining facility. There is also a cafeteria and food court located on the 2nd floor in the VCU Medical Center Gateway Building at 12th and East Marshall Streets.

CLINIC SUPPLIES PROVIDED BY VCU SOD

Note: Items not listed are the candidate's responsibility.

Disposable and Hygiene Products
Air/water syringe tips
Alcohol swabs
Applicators (microtip, cotton tip, bende brushes)
Autoclave tape
Barrier sleeves
Blue plastic barrier tape
Cart paper
Cavicide disinfectant
Chair covers
Clinic gowns
Cotton pellets
Cotton rolls
Dappen dishes
Dri-Angles
Face mask (earloop, cone, tie-back)
Facial tissues
Floss
Hand Sanitizer
HVE tips
Hydrogen peroxide
Medicine cups
Mouth rinse
Nitrile gloves
Paper towels
Patient bibs
Patient cups
Prophy angle latex free disposable
Prophy brushes (screw-in type)
Prophy cups (screw-in type)
Saliva ejectors
Tray covers
2x2 gauze

INSTRUMENTS AND HANDPIECES

VCU School of Dentistry will RENT instrument kits, hygiene handpieces, ultrasonic scalers and tips only.

Candidate Rental Fees:

Instrument kits - \$300.00/per kit

Handpieces and instrument kits - \$450.00

Ultrasonic scalers - \$150.00 Hygiene handpieces - \$100.00

ALL EQUIPMENT MUST BE RETURNED DAILY in working and undamaged condition within one-half hour of exam completion. This is true for EACH DAY of the examination. Dental handpieces & instrument kits may NOT be kept overnight. If kept overnight, the candidate will be charged an additional \$100.00 per night fee. In the event any items are lost, stolen, or damaged by misuse, or if items are not returned after the completion of the board exam, the candidate will be held liable for the missing or damaged items. Candidates will be charged per item for items up to \$1,500.00.

Should a candidate find that a hand piece and/or instrument kit has been used, broken or not working properly, the candidate can exchange them for a sterile replacement.

VCU School of Dentistry accepts Personal Checks only. No items will be rented to a candidate without payment. You may arrange your rental prior to the exam by contacting Ms Shelly McDonald 804-628-9310 or smcdonald@vcu.edu. The ADEC units are equipped with two six-hole hand piece tubings. Both tubings are power optic (not fiber optic). A 2, 4 or 6 hole handpiece configuration will work. A 5-hole air-driven handpiece configuration will not work. These tubings accommodate Brasseler NSK hand piece couplers, one high speed with water and one slow speed with water. If you remove the coupler (which is not permitted) from this tubing, your fiber optic handpiece will not work. The Bien Air Electric handpiece is a 5-prong configuration.

ANY QUESTIONS PLEASE CONTACT Mr. Bob Troxell at (804) 828-0709 or Mr. Jim Coon at (804) 828-1599.

STERILIZATION

All Instruments Used To Provide Patient Care Must Be Sterilized. Not applicable for manikin-based examinations. Candidates are to bring sterile instruments to the examination. If a candidate needs to have their instruments sterilized, the VCU School of Dentistry will provide sterilizing bags and all sterilization procedures. The VCU School of Dentistry accepts no responsibility for lost or damaged instruments. Rented hand pieces must be returned daily for sterilizing. Failure to return handpieces daily will prompt a notification to the Chief Examiner who will contact the candidate. Any attempt to use a hand piece that has not been sterilized will result in an automatic failure.

CLINIC EQUIPMENT

- A. Clinic operatories have air, gas and electrical outlets.
- B. While all operatories can be easily converted to accommodate left-handed operatories, certain operatories are designated as left-handed because the operatories have the sink and countertop on the left side (operator side).
- C. The school provides operator chairs for dental hygiene candidates. These are NOT to be removed from the operatory.
- E. Equipment and personal items cannot be left in the operatories. No lockers or storage areas are available and the school is not responsible for lost or stolen articles.
- F. THE OPERATORY ACCOMMODATES THE DENTSPLY CAVITRON AND THE TITAN "S" SONIC SCALER. Four-hold tubing is in the unit for adapting the Titan "S" sonic scaler. A ¼" male quick disconnect should be on the water hose of the cavitrons for hook-up.

EQUIPMENT MALFUNCTIONS

If you experience a malfunction of any operatory or laboratory equipment, report it to the clinic dispensary personnel immediately. A dental equipment technician will be sent to your area.

PPE and EXPOSURE CONTROL GUIDELINES

Universal barrier protection including full personal protective equipment is required during all direct patient contact. These protective barriers include the use of gloves, face masks, OSHA-acceptable eyewear, and protective clothing (disposable clinic gowns). THE DENTAL SCHOOL WILL NOT PROVIDE PROTECTIVE EYEWEAR.

Surface asepsis: Use a spray-wipe-spray technique to disinfect the patient chair, unit hoses, hand-operated controls on the chair, dental unit controls, air-water syringe and bracket, HVE handle, provider console and all working surfaces. Barrier coverings must be placed over surfaces that are frequently touched (i.e. lamp handles, headrests, bracket table, 3-way syringes and countertops). The centrally-located supply stations contain these barriers for clinic use. Gold-colored memos are posted on each operatory wall with usage guidelines.

Hazardous waste disposal: Cotton rolls, gauze, gloves and other items that are saturated with blood or are heavily blood-tinged must be placed in the red biohazard bag located in each clinic area.

Sharps disposal: needles, blades, other sharps incl. anesthetic carpules MUST be disposed of in the red sharps containers located in each operatory. Amalgam disposal: containers for amalgam scraps are located on the wall within each cubicle.

MEDICAL EMERGENCY PROCEDURES

1. Recognize that an emergency exists
2. Call for help
3. Begin emergency care
4. Notify the attending clinician, clinical staff, or dispensing clerk

Clinical Staff or Dispensing Clerk will then:

1. Notify OMFS Clinic 828-3902 or 828-3088 - 8:00 AM to 4:30 PM Monday through Friday
2. Before 8:00 a.m. or after 4:30 p.m. and weekends call Richmond EMS 9-911
3. Dispensing clerk or designated person retrieves the red emergency kit and oxygen
4. Give appropriate emergency care
5. Refer to Management of Medical Emergencies Procedures for more detailed information on handling emergencies
6. VCU SoD's specific Occupational Exposure Protocol is posted in each clinic and must be followed for all needle-stick and sharps injuries

GENERAL INFORMATION

- A. Operatory assignments are determined by the licensure agency and any necessary directions will be given at the orientation session.
- B. Questions regarding the process, protocol, and policies of the CDCA-WREB-CITA /ADEX Clinical Licensure Exam should be directed to the CDCA-WREB-CITA is the agency that will be administering the ADEX examination.
- C. VCU SCHOOL OF DENTISTRY IS ONLY A HOST TESTING FACILITY AND HAS NO INFORMATION ON THE CONDUCT OF THE LICENSURE BOARD EXAMINATION.

HENRY SCHEIN DENTAL STORE

The Henry Schein dental supply store located in the basement of the Lyons Building at the dental school is open Monday through Friday 8:00 a.m. to 4:30 p.m. and is closed on Saturdays.