



**Hillsborough Community College of Dental
Hygiene
CDCA-WREB-CITA Dental Hygiene
Candidate Handbook**

**4001 W. Tampa Bay Blvd.
Tampa, FL 33614**

Welcome to the Hillsborough Community College Dale Mabry Campus

The faculty and staff of the HCC 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 Paula Porter-Smith at pportersmith@hccfl.edu.**

Hillsborough Community College is located across from Raymond James Stadium at 4001 W. Tampa Bay Blvd., Tampa, FL 33614

Facility Fee/Security Deposit/Equipment Rental: External dental hygiene candidates participating in the exam at this site will be assessed a **\$100.00 facility fee**. Some instruments (i.e., ultrasonics and sterimate handpieces) are provided by (details on pg. 6) through Hillsborough Community College. **The facility fee must be paid as certified check or money order and made payable to HCC Dental Clinic. The facility fee payment must be received upon arrival to the HCC Dental Clinic on examination day.** Candidates that do not have the facility fee will not be allowed to participate in the exam and must contact CDCA-WREB-CITA to withdraw.

Please bring your nonrefundable payment of a money order or cashier's check with the enclosed form to the HCC Dental Clinic on examination day.

Payable to: HCC Dental Clinic

Address: Hillsborough Community College
Dental Clinic – Dale Mabry Campus
4001 W. Tampa Bay Blvd.
Tampa, FL 33614

No personal checks will be accepted; no change will be available.

TRAVEL and HOUSING ARRANGEMENTS

1. Airline and Airport Information

The Tampa International Airport is located 5.5 miles from Hillsborough Community College.

2. Chauffeured Ground transportation

Taxi, Uber and Lyft services are available throughout the Tampa Bay region.

Rental Car Information – all are located on airport property at 5405 Airport Service Rd.

Alamo Rent A Car
(844) 370-9187

Budget Car Rental
(813) 396-3126

Hertz Car Rental
(813) 874-3232

Enterprise Rent-A-Car
(833) 892-9213

3. Driving Instructions from Tampa International Airport and Parking at HCC

Take the **FL-616 E/FL-60 E/Spruce St** ramp toward **Tampa/I-275 N**.

Keep **right** to take the ramp toward **FL-616 E/Spruce St/I-275 N/Tampa/FL-60 E**.

Keep **right** to take the **FL-616/Spruce St** ramp.

Merge onto FL-616/FL-589.

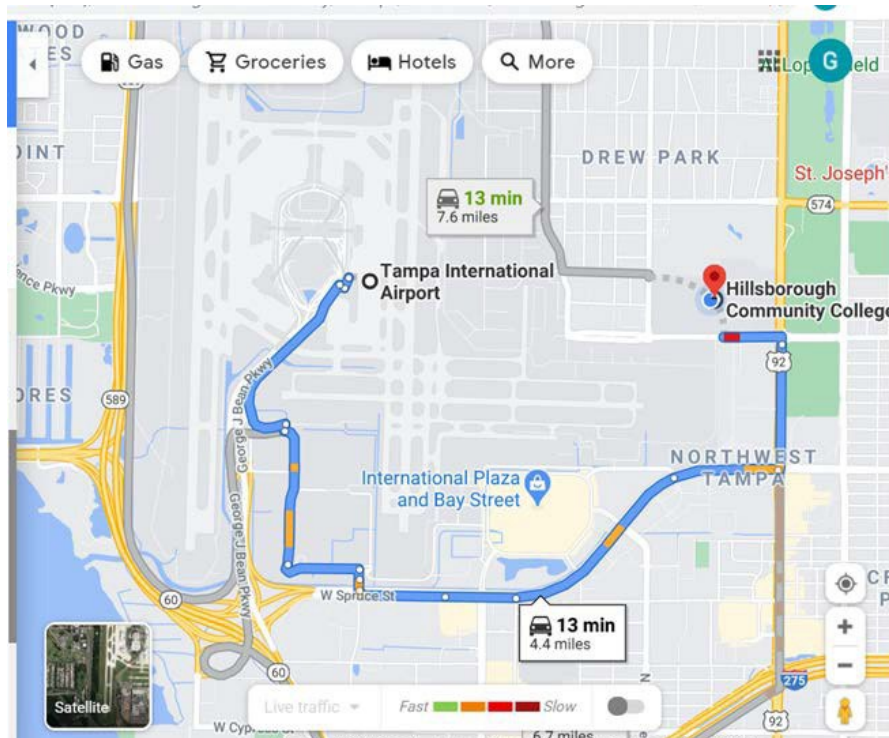
In 1.97 miles turn **left** onto N Dale Mabry Hwy/US-92 E.

In a half mile turn **left** onto W. Tampa Bay Blvd.

Continue on W. Tampa Bay Blvd. and turn **right** once you are in the roundabout to Lois Ave. There will be a signs stating “ADEX EX” at the 4th entrance onto campus.

Turn **right** onto campus and continue straight down to the gated entrance of Lot 9 – North Faculty Lot. There will be signs. Turn **right and enter**. **If the barrier is down, push the call button for admission.**

After entrance, proceed straight down and park as close to the building as possible. The dental clinic is located in the DLRC building and will be slightly to your left.





4. Hotel/Motel Accommodations Suggestions (there are others close to the college)

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

Residence Inn by Marriott Tampa Westshore/Airport

4312 W. Boy Scout Rd.

Tampa, FL 33607

(813) 877-7988

AC Hotel by Marriott Tampa Airport

4020 Boy Scout Blvd.

Tampa, FL 33607

(813) 350-4020

La Quinta Inn by Wyndham Tampa Bay Airport

4730 W. Spruce St.

Tampa, FL 33607

(813) 287-0440

5. Gas/Food and ATM – Suggestions (there are others close to the college)

Walmart Fuel Station
1505 N. Dale Mabry Hwy.
Tampa, FL

Miller's Ale House
3860 W. Columbus Dr.
Tampa, FL

McDonald's
1905 N. Dale Mabry Hwy.
Tampa, FL

PNC Bank - ATM
1915 N. Dale Mabry Hwy.
Tampa, FL

6. Hillsborough 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 the faculty and Dental Clinic parking lot located on the NW side of Hillsborough Community College in Lot 9 – North Faculty Lot – Dale Mabry Campus. Permits are not required to park at Hillsborough Community College during examination days and parking lot hours are 6:00 a.m. to 3:00 p.m. Vehicles left after hours on campus are subject to being towed.

7. Hillsborough Community College Security

Hillsborough Community College does not have an on-campus police force. However, HCC does have an on-site security services for the dates of the examinations. For situations requiring HCC security, please call 813-253-7911. For Tampa Police Department please call 9-1-1.

Hillsborough Community Facility and Services

1. Building and Access Hours:

The HCC Dental Clinic building will open from 6:00 a.m. to 3:00 p.m. on the examination day, unless otherwise requested by the CDCA-WREB-CDCA. 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:

Hillsborough Community College 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.**

3. Registration and Identification Badges

Numbered badges issued to candidates (by CDCA-WREB-CITA at 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 Hillsborough Community College Dental Clinic. Each candidate will be assigned a numbered operator that corresponds to his or her numbered I.D. badge issued at orientation. 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 Hillsborough Community College Site Coordinator, Paula Porter-Smith or the HCC Dental Clinic Coordinator, Melinda Pascua.

During the Board

1. Sonic/Ultrasonic Devices.

- The Hillsborough Community College Dental Clinic features magnetostrictive ultrasonic scaling units with a 30K lavage knob for lavage control/adjustment. Sterimate's will be provided, however the candidate will have to supply the ultrasonic insert tip. 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 HCC 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 Hillsborough Community College Ultrasonic Scalers available for candidate use provided by Hillsborough Community College and 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 and Sterimate's supplied for candidates by Hillsborough Community College are provided "as is" and are in a "used" condition. Every effort has been made to ensure that the units 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 are not supplied by Hillsborough Community College and are not available for rental or purchase from Hillsborough Community College. Please plan accordingly and bring your own ultrasonic tips.**

2. Infection Control/Asepsis Requirements

a. Surface Asepsis

- i. All candidates will have operatories set up and broken down for them.

b. Personnel Protective Equipment

- i. Appropriate protective equipment (which includes disposable gowns) is provided/available by Hillsborough Community College.
- ii. Disposable gloves, masks, and gowns will be available on the clinic floor during the examinations.
- iii. Candidates must provide their own OSHA-acceptable protective glasses. Please note that Hillsborough Community College does not provide disposable side shields for glasses.

HILLSBOROUGH COMMUNITY COLLEGE ASSUMES NO RESPONSIBILITY OR LIABILITY FOR CANDIDATES WHO BRING DENTAL/DENTAL HYGIENE INSTRUMENTS, OR OTHER PERSONAL EFFECTS/ITEMS ONTO CAMPUS. THIS POLICY ALSO INCLUDES ITEMS THAT MAY BE LOST, BROKEN, STOLEN, OR DAMAGED. HILLSBOROUGH COMMUNITY COLLEGE WILL NOT STERILIZE ANY OUTSIDE CANDIDATE'S INSTRUMENTS. OUTSIDE CANDIDATES MUST BRING A HARD SURFACED TUPPERWARE-TYPE CONTAINER TO TRANSPORT INSTRUMENTS TO AND FROM THE EXAMINATION SITE.

3. Items Supplied for Use:

All of the following items are expendable materials and are provided by Hillsborough Community College to all candidates.

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| ● Surface disinfection wipes | ● Non-latex gloves (S-XL) | ● Sanitizing materials |
| ● Barrier materials & tape | ● Air water syringe tips (plastic) | ● Disposable bib clips |
| ● Bracket tray covers | ● Facial tissue | ● Disposable needle stick protectors |
| ● Red biohazard bags | ● Patient napkins | ● Cotton swab (tip applicators) |
| ● Chair covers | ● Standard saliva ejectors | ● HVE Tips |
| ● Barrier tape (roll) | ● Face masks | ● Autoclave bags (S-L) |
| ● Tray covers/Barriers | ● Cotton rolls | ● Drinking cups (small) |
| ● Instrument trays | ● Soap (liquid) | ● Paper towels |
| ● Overgloves | ● 2 x 2 gauze squares | ● Trash bags |
| ● Magnetostrictive Ultrasonic | ● SteriMate Handpiece for Ultrasonic | |

Disposable Air/Water Syringe Tips

Hillsborough Community College provides and uses disposable air/water syringe tips for the examination.

4. Translation Services

Translation services for candidates is not provided by Hillsborough 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 Chief 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 Chief and/or Hillsborough Community College site coordinator requests to ensure that all other candidates have a fair, secure, quiet, safe, effective, and successful examination.

5. Other Limitations

No instrument sharpening services for dental hygiene instruments are available at Hillsborough Community College before, during, or after the examination(s). If a candidate experiences a broken tip on one or more of their instruments during the examination Hillsborough Community College 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. Hillsborough Community College will make every effort to remind candidates not to leave instruments and other items behind when they leave as Hillsborough Community College will not mail ANY items left behind. If candidates request any help from the Hillsborough 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 tips or other items that the candidate is seeking help with is the sole responsibility of the candidate.

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

Hillsborough Community College

CDCA-WREB-CITA ADEX EXAM

SITE FEE FORM

Please submit this form with your payment. Bring Cashier's Check or Money Order only.

NO PERSONAL CHECKS

Date:

Facility Fee: **\$100.00 (nonrefundable)**

Candidate's Name **(please print):**

Circle one: Right Handed Left Handed

Send Cashier's Check or Money Order ONLY – **NO** PERSONAL CHECKS

Make check **payable to HCC Dental Clinic** and must be received onsite the day of exam to be permitted entry to exam.