



**Horry Georgetown Technical College
CDCA-WREB-CITA Dental Hygiene Candidate Handbook**

**Horry Georgetown Technical College
Grand Strand Campus
3501 Pampas Drive
Building 1000
Myrtle Beach, SC 29577**

Welcome to the Horry Georgetown Technical College

The faculty and staff of the Horry Georgetown Technical 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 our website (www.hgtc.edu) for more information.**

Horry Georgetown Technical College Dental Hygiene Clinic is located at 3501 Pampas Drive, Building 1000, Myrtle Beach, SC 29577.

TRAVEL and HOUSING ARRANGEMENTS

1. Airline and Airport Information

The Myrtle Beach International Airport is located approximately 3.5 miles from our campus.

<https://www.flymyrtlebeach.com/>

2. Chauffeured Ground transportation

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

Rental Car Information

Rental Cars

Alamo

Avis

Budget

Dollar

Enterprise

3. Driving Instructions

Directions and maps follow.

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.

Doubletree Resort by Hilton Myrtle Beach

Hilton Garden Inn Coastal Grand Mall

Holiday Inn Club Vacations South Beach Resort

Caribbean Resort & Villas

Compass Cove Resort

5. Gas/Food and ATM's

There are numerous choices for banking, gas and restaurants in close proximity to our campus, especially in the Market Common neighborhood, which is in the same area as the HGTC Dental Hygiene Clinic.

<http://www.marketcommonmb.com/>

6. Horry Georgetown Technical College Parking

A parking map has been included in this candidate guide for your convenience. Please note that all candidates and patients may park in the spaces available nearest the entrance to front of the Dental Hygiene Clinic building on Pampas Drive which say 'DH Patient' and at the rear of the building off of Mallard Lake Drive. Additionally, a public parking lot is available adjacent to the building on Mallard Lake Drive and Baldwin Lane at Horry Georgetown Technical College. Free on-street parking is also available nearby.

All candidates and their patients should enter through the main entrance of the building accessible from the side of the building nearest to **Mallard Lake Drive**. Permits are not required to park at Horry Georgetown Technical 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.

7. Horry Georgetown Technical College Security

Horry Georgetown Technical College does have an on-campus police force available for the dates of the examinations. Situations requiring security or police presence will be directed to the campus police force and/or to local law enforcement authorities.

Directions/Map

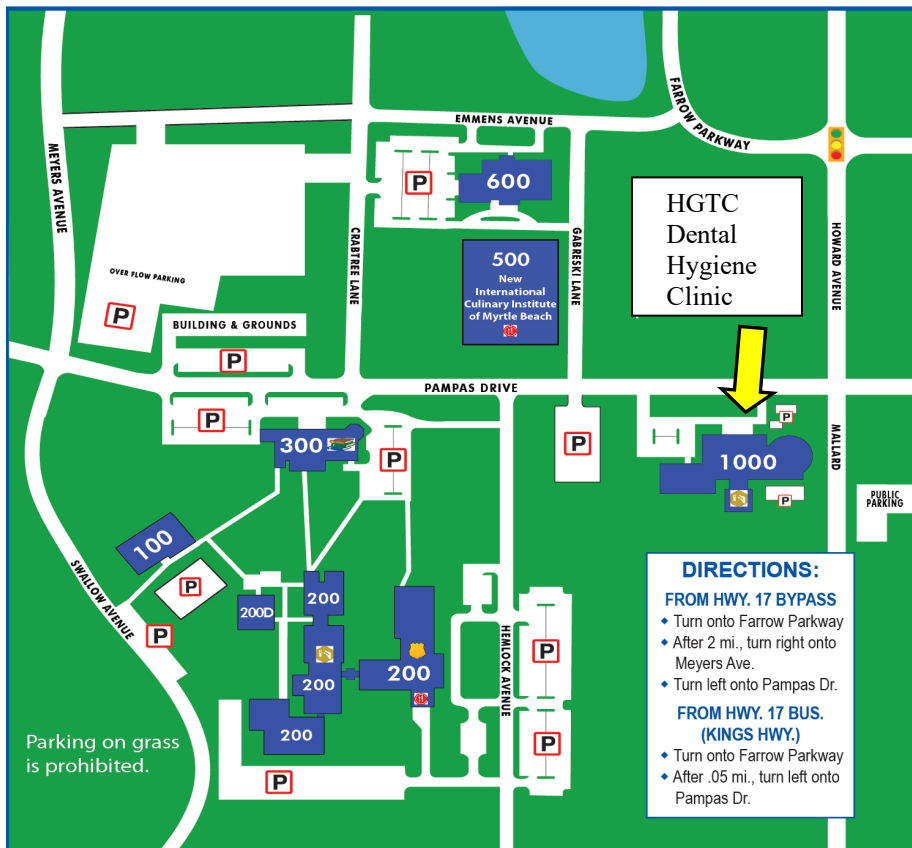
Directions from Myrtle Beach International Airport

- Leaving the airport, take the first right onto Harrelson Blvd.
- Turn right onto S Kings Hwy/US-17 Bus South and stay in right lane.
- Turn right onto Farrow Pkwy.
- Take the first left onto Pampas Drive.
- Horry Georgetown Technical College is approximately .4 miles on your left.

Directions from Highway 17 Bypass

- Turn onto Farrow Parkway
- After 2 miles turn right onto Myers Avenue
- Turn left onto Pampas Drive
- Horry Georgetown Technical College is approximately .2 miles on your right.

CAMPUS MAP & PARKING



Horry Georgetown Technical College Facility and Services

1. Building and Access Hours:

The Horry Georgetown Technical College Building 1000 will open from 6:00 a.m. to 6:00 p.m. on examination days, 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:

Horry Georgetown Technical College has no food, beverage, or cafeteria services for candidates or their patients. Candidates should inform their patients to eat before coming to the exam. 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.

4. Parking:

See the attached parking map above for your convenience. Please note that all candidates and patients may park in the spaces available nearest the entrance to front of the Dental Hygiene Clinic building on Pampas Drive which say 'DH Patient' and at the rear of the building off of Mallard Avenue. Additionally, a public parking lot is available adjacent to the building on Mallard Avenue at Horry Georgetown Technical College. Free on-street parking is also available nearby.

Preparing for the Clinical Phase of the Examination

Candidates will be using the Horry Georgetown Technical College Dental Hygiene Clinic. Each candidate will be assigned a numbered operatory that corresponds to his or her numbered I.D. badge issued at orientation. Each operatory 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 Horry Georgetown Technical College Site Coordinator.

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 and the AED are located in the central area of Dental Hygiene Clinic, near sterilization.

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 (O₂) from the green oxygen cylinder located next to the medical emergency kit.
- Administer Basic Life Support (BLS) until EMS arrive.

During the Board

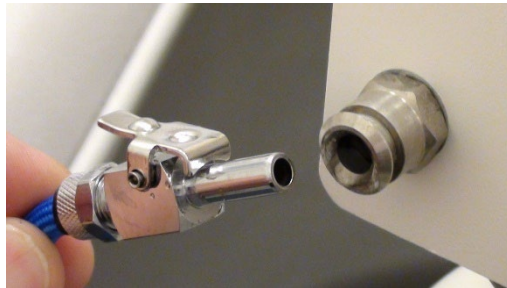
1. Sonic/Ultrasonic Devices

All operatories are equipped to operate the ultrasonic devices pictured below. **Outside candidates are welcome to bring their own "stand-alone" Cavitron unit; however, all units in our clinic have integrated cavitron hook-ups. Therefore, you are only required to bring your ultrasonic insert(s).** 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.

Horry Georgetown Technical College provides ultrasonic scaler sleeves that your insert fits into.

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 for manufacturers unit specifications and limitations). All water is supplied from a pressurized bottle on the unit.





- Horry Georgetown Technical 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 Horry Georgetown Technical 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 Horry Georgetown Technical College Ultrasonic Scaler Sleeves available for candidate use provided for free by Horry Georgetown Technical College. Horry Georgetown Technical College does NOT provide ultrasonic inserts to candidates.** 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 Horry Georgetown Technical 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 Horry Georgetown Technical College and are not available for rental or purchase from Horry Georgetown Technical College. Please plan accordingly and bring your own ultrasonic tips with gaskets!** If you wish to arrive at Horry Georgetown Technical College before your scheduled testing day to test your ultrasonic insert may do so if you call and schedule a time with the front desk receptionist at Horry Georgetown Technical College. If the exam has already begun, you cannot enter the clinic.

2. 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 Horry Georgetown Technical College for all candidates free of charge.
- iv. Disposable plastic overgloves are available (free of charge) for candidates upon request.

- v. 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.
- vi. Universal infection control guidelines and Personal Protective Equipment (P.P.E.) and guidelines should be observed during the exam at Horry Georgetown Technical College.

b. Personnel Protective Equipment

- i. Appropriate protective equipment (which includes disposable gowns) is provided/available by Horry Georgetown Technical 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 Horry Georgetown Technical College does not provide disposable side shields for glasses.

c. Hazardous Waste

- i. Any blood/saliva soaked waste is considered hazardous and should be disposed of in the available/provided (red) biohazard bags.
- ii. Sharps: All needles, anesthetic cartridges, and any potential sharps are to be placed in the red plastic sharps containers located throughout the Horry Georgetown Technical College Dental Hygiene clinic.

*THE Horry Georgetown Technical 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 RETRIVED **WITHIN FIVE DAYS AFTER THE CLOSING OF THE EXAMINATION**). PLEASE ARRANGE TO HAVE YOUR ITEMS PICKED UP.*

3. Disposable Items:

All of the following items are expendable materials and **are provided free of charge** by Horry Georgetown Technical College to all candidates.

- | | | |
|------------------------------|------------------------------------|-------------------------------------|
| ● Surface disinfection wipes | ● Non-latex gloves (S-XL) | ● Sanitizing materials |
| ● Barrier materials & tape | ● Air water syringe tips (plastic) | ● Oral pre-rinse & cups |
| ● Bracket tray covers | ● Facial tissue | ● Disposable needlestick protectors |
| ● Red biohazard bags | ● Patient napkins | ● Cotton swab tips |
| ● Headrest covers | ● Standard saliva ejectors | ● Antimicrobial rinse |
| ● Barrier tape (roll) | ● Face masks | ● Autoclave bags (S-L) |
| ● Tray covers/Barriers | ● Cotton rolls | ● Drinking cups (small) |
| ● Soap (liquid) | ● Topical anesthetic(s) | |
| ● Overgloves | ● 2 x 2 gauze squares | ● Local Anesthetics* |

- HVE Tips
- Paper towels
- 30 gauge short needles
- Prophy paste/prophy angles
- 27 gauge long needles

Disposable Air/Water Syringe Tips and Bite Blocks

Horry Georgetown Technical College provides and uses disposable air/water syringe tips for the examination. Candidates should plan ahead and bring bite blocks to make their patients more comfortable during the exam. If you prefer metal air/water syringe tips you should plan accordingly and bring them to the exam with you as Horry Georgetown Technical College does not provide them.

4. Translation Services

Translation services for candidates and patients are not provided by Horry Georgetown Technical 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 Horry Georgetown Technical College school 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 Horry Georgetown Technical 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 Horry Georgetown Technical 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 Horry Georgetown Technical College clinic for your examination! As a reminder candidates and patients 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. Horry Georgetown Technical College will make every effort to remind candidates not to leave instruments and other items behind when they leave as Horry Georgetown Technical College will not mail ANY items left behind. If candidates request any help from the Horry Georgetown Technical 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, ultrasonics, or other items that the candidate is seeking help with is the sole responsibility of the candidate. Horry Georgetown Technical College does not rent ultrasonics or ultrasonic tips.

EXAM ROOM ASSIGNMENTS

*(NOTE: See official CDCA-WREB-CITA documents for days, dates, and times
See Horry Georgetown Technical College Floor Plan on following page for Locations)*

We hope that this guide has been helpful and that your examination experience at Horry Georgetown Technical College will be a pleasant one. If there are any errors (incorrect phone numbers, addresses, etc.) in this guide please contact us (Horry Georgetown Technical College) and we will attempt to update this guide as soon as possible. Please email all corrections to Michelle.meeker@hgtc.edu

Good luck on your examination!

Mallard Ave

