EL PASO COMMUNITY COLLEGE
CDCA-WREB-CITA
Dental Hygiene Candidate Handbook



El Paso Community College
Rio Grande Campus
1001 N. El Paso Street #4080 (H Building)
El Paso, Texas 79902

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EPCC Exam Site Information for Candidates
2023 CDCA-WREB-CITA Dental Hygiene Examination

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Welcome to El Paso Community College (EPCC)!

The faculty and staff of El Paso 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 by email. The School Coordinator and site contact is Kathryn Villapana. Her e-mail address is kvillapa@epcc.edu**, or visit our website (www.epcc.edu) for more information.

Facility Usage Fee

The facility fee that is determined by the school pays for the direct costs of the school's hosting of the examination. This fee includes the use of the facilities, equipment usage, sterilization and supplies used during the exams. The facility usage fee is $200. CDCA-WREB-CITA will collect this fee on behalf of the school as part of the online registration. Candidates do not pay any fee directly to the school.

Travel and Accommodation Information

Airport Information

El Paso International Airport is about 7 miles from EPCC's Rio Grande Campus. The website is: http://www.elpasointernationalairport.com/

Ground Transportation

There are multiple transportation options from the airport. The above website will have all of the information. Several transportation options include:

- Pre-Arranged Ride Apps – AndaleRide, Lyft, Uber
- Car Rental Companies (located within the Airport) – Alamo, AVIS, Budget, Dollar, Enterprise, Hertz, National, Payless, Thrifty
- Commercial Shuttles, Courtesy Shuttles, and Hotel Shuttles – http://www.elpasointernationalairport.com/shuttles
- Taxis – http://www.elpasointernationalairport.com/taxis
- SunMetro – Public Transportation: (915) 212-333; http://www.sunmetro.net
- http://www.elpasointernationalairport.com/car-rentals

Hotel Accommodations

Reservations should be made directly with the hotel. There are several hotels located close to the Rio Grande Campus. Candidates need to call for their rates.

Hotel options near the Rio Grande Campus:

Courtyard by Marriott El Paso Downtown/Convention Center (2 minutes, 0.3 miles)
610 N Santa Fe St
El Paso, TX 79901
(915) 532-7600
Coffee Shop
Parking $10.00 a day

DoubleTree by Hilton Hotel El Paso Downtown (1 minute, 0.2 miles)
600 El Paso St
El Paso, TX 79901
(915) 532-8733
Restaurant/Bar
Self-Parking $15.00

Hilton Garden Inn El Paso / University (4 minutes, 0.9 miles)
111 W University Ave
El Paso, TX 79902
(915) 351-2121
Restaurant/Bar
Free Parking

Holiday Inn Express El Paso – Downtown (3 minutes, 0.6 miles)
409 E Missouri Ave
El Paso, TX 79901
(915) 544-3333
Free Parking

Hotel Paso Del Norte (4 minutes) (0.7 miles)
10 Sheldon Court
El Paso, Texas. 79901
Restaurant and Bar

COVID-19 Protocols, School Facility and Services

COVID-19 Protocols

- Face masks and COVID-19 vaccinations are not mandatory.
- Temperature and health screening checks may be implemented depending on the incidence of COVID-19 at the time of examination.
- Companions are not allowed in the dental clinic.
- In the following situations, visitors may be subjected to being dismissed and advised to consult with a physician, local health clinic, and/or testing site (regardless of vaccination status):
    - Shows symptoms of COVID-19
    - Exposed to COVID-19 within the past week and are symptomatic
    - Waiting for COVID-19 test results
- Candidates that are dismissed must coordinate with CDCA-WREB-CITA directly to reschedule their exam.

Location, Building Access and Hours

The EPCC Dental Hygiene Clinic is physically located at 1001 N. El Paso Street, Allied Health & Science Building #4080 (also known as H-Building), El Paso, Texas, 79902. Refer to the map of the campus building in the appendix.

The room number for the Dental Hygiene Clinic is H112, located on the first floor of the H-Building, adjacent to the EPCC Parking Garage. The clinic is accessible from the third floor of the parking garage. The building is open from 6:00AM – 6:00PM daily during the exam dates.



Pictured above is the Health and Sciences Laboratory Building #4080 (H-Building)

Parking

Parking is available in the EPCC Parking Garage for all candidates and visitors. The parking garage is open from 6:00AM to 6:00PM during the exam dates.

There is no fee for parking in the garage. Parking permits will need to be requested from EPCC's Traffic Office if parking anytime Monday – Friday (see appendix). Parking permits are not required on weekends. Do not park in designated handicapped spaces without an official handicap sticker. EPCC will not dismiss a ticket for illegally parking in a designated handicap space.



Pictured above is the EPCC Parking Garage adjacent to the Health and Sciences Laboratory Building #4080 (H-Building)

Directions

From East El Paso:

1. Take I-10 West
2. Exit Mesa St. (Downtown Exit 19A)
3. Stay on Yandell St.
4. Turn Right on El Paso St.
5. Turn Left into EPCC Parking Garage
6. Go to the 3rd Floor and park in any available parking spot
7. Walk through the gate, cross the courtyard, and proceed through the double doors to the left into the 1st Floor of the H-Building.
8. If indicated, you will be screened for COVID-19 upon entering the building.

From Northeast El Paso:

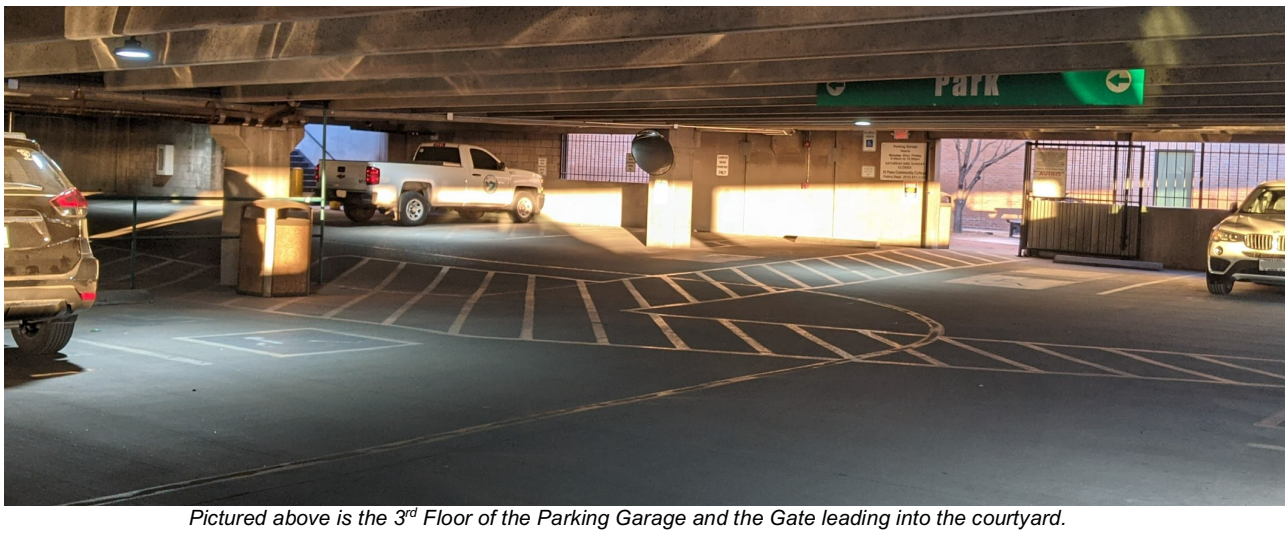
1. Take US-54 Patriot Freeway to I-10 West
2. Exit Mesa St. (Downtown Exit 19A)
3. Stay on Yandell St.
4. Turn Right on El Paso St.
5. Turn Left into EPCC Parking Garage
6. Go to the 3rd Floor and park in any available parking spot
7. Walk through the gate, cross the courtyard, and proceed through the double doors to the left into the 1st Floor of the H-Building.
8. If indicated, you will be screened for COVID-19 upon entering the building.

From West El Paso:

1. Take I-10 East
2. Exit Downtown Exit
3. Turn left on El Paso St.
4. Turn Left into EPCC Parking Garage
5. Go to the 3rd Floor and park in any available parking spot
6. Walk through the gate, cross the courtyard, and proceed through the double doors to the left into the 1st Floor of the H-Building.
7. If indicated, you will be screened for COVID-19 upon entering the building.



Pictured above is the 3rd Floor of the Parking Garage.



Pictured above is the 3rd Floor of the Parking Garage and the Gate leading into the courtyard.



Pictured above is the courtyard connecting the Parking Garage to the Health and Sciences Laboratory Building #4080 (H-Building). Enter the building on the Left side.

Security and Emergency Services

For non-emergencies, contact EPCC Campus Police at (915) 831-2897 or (915) 831-2898.

For emergencies, contact EPCC Campus Police at (915) 831-2200. There are no public telephones available in the H-Building. In the event of an emergency and a phone is needed, contact the School Coordinator who will be on-site during the entire examination.

Medical Emergency Protocols

The following is a guide in the management and treatment of any medical problems occurring in the EPCC Dental Hygiene Clinic. The protocol must be followed upon discovering a medical emergency:

1. 1st Person to the Scene:
    - Tell the nearest person (considered the "2nd Person to the Scene") "I have a **STAT SITUATION**"
    - Assure the patient's airway is open
    - Place the patient in a semi-recumbent position
    - Clear the immediate area of equipment such as rolling cabinet, operator chair, foot pedals, etc.
    - Remain with the patient the entire time, calming and reassuring him/her

- Check the patient's breathing and pulse
- Administer Basic Life Support (BLS) if indicated until EMS arrive
- Relate concisely to incoming Chief Examiner the patient's condition just prior to the emergency up to present time

2. 2nd Person to the Scene:
   - Immediately notify the Chief Examiner of the **STAT SITUATION**, noting at which operatory the situation exists
   - If instructed, call the Campus police, extension: 2200 (school phone) or (915) 831-2200
   - If instructed, call for paramedics, 9-911 and be prepared to answer the following questions:
     - Your name
     - Your location:
       EPCC Rio Grande Campus
       Allied Health Building
       1001 N. El Paso Street (corner of El Paso & Rio Grande)
       Dental Hygiene Clinic, Room H112
     - Clinic phone number: (915) 831-4171
     - Patient's age
     - Sex of patient
     - If patient is conscious and breathing
     - Patient's present symptoms (i.e., seizures, difficulty breathing, etc.)
     - If instructed, dispense medical emergency kit, AED and/or oxygen to the operatory
     - If instructed, go outside to the front of the building and wait for the arrival of the paramedics

- Emergency equipment and the AED is located in and under the cabinet next to Operatory #5 on a rolling cart
- The oxygen tank is in the corner next to the Pano Machine in Room H123
- Eyewash stations are located in every sink next to the operatories
- The telephone is located on the clean side of the sterilization area

ATM Machine

There is no working ATM available located in H-Building or on the EPCC Rio Grande Campus. Chase Bank, Bank of America and Wells Fargo financial centers are all located about 0.5 miles southeast from the EPCC Rio Grande Campus.

- Chase Bank: 501 N Mesa St, El Paso, TX 79901
- Bank of America: 330 N Mesa St, El Paso, TX 79901
- Wells Fargo: 222 N Kansas St, El Paso, TX 79901

Food Services

There are vending machines located on the 1st and 2nd floor of the H-Building. There are no other food or beverages available on campus. Public water fountains in the H-Building are available for use. EPCC Dental Hygiene will provide water bottles in the reception area. There are several local restaurants and fast food restaurants in the surrounding area, many of which are located within 1.0 – 2.0 miles from the Clinic near the University of Texas at El Paso (UTEP) area. Examples include: Raising Cane's, Whataburger, Taco Bell, Chipotle, Pizza Joint, Rib Hut, The Little Shack, Panda Express, Subway, Jimmy John's and Insomnia Cookies.

Translation Services

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

Simulated Patient Treatment Clinical Exam (SPTCE)

Registration and Identification Badges

Numbered badges issued to candidates (by CDCA-WREB usually at orientation) 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.

Exam Room Assignments

See official CDCA-WREB-CITA documents for days, dates, and times.
See appendix for Clinic Floor Plan.

Equipment and Instruments

Dental operatories are DCI-Edge (Series 5) with the delivery systems located behind the chair. Some operatories accommodate for left handed candidates. It is required of the candidate to provide all clinical instrument set-ups. EPCC Dental Hygiene does not have any clinical instruments available for rental.

Using an HVE system may optionally be used in conjunction with the use of the ultrasonic scaler. EPCC Dental Hygiene have HVE devices available for use on a first come/first serve basis – Mr. Thirsty, Dentsply Purvac, and ErgoFinger. In addition, short and standard HVE ejectors are available.

If a malfunction occurs of any operatory equipment during the examination, it must be reported to the Chief Examiner who will notify the School Coordinator.

Ultrasonic Units

Each operatory is equipped with a 30K magnetostrictive ultrasonic Dentsply Cavitron-300 unit (Cavitron Plus Ultrasonic Scaler with Tap-On Technology) available for the candidate at no charge. EPCC provides the Ultrasonic Unit, pedal, and the rotating handpiece (Steri-Mate). All ultrasonic units supplied for candidates 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.

It is important to note that the units ONLY use 30K inserts. All tips/inserts for all available ultrasonic units are NOT supplied by EPCC and are NOT available for rental or purchase from EPCC. Please plan accordingly and bring your own 30K ultrasonic inserts.

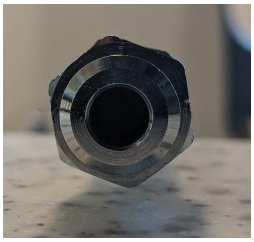
If the candidate is not familiar the Dentsply Cavitron-300, it is highly encouraged to read instructions for use on the company website.



Pictured above is the Cavitron-300 unit.

If the candidate chooses to use their own ultrasonic unit, it is advised to be familiarized with the dental chairs and hook-up/connections. Each operatory has a standard female quick-connect hook-up that accommodates typical magnetostrictive or piezoelectric units. If you wish to arrive at EPCC before your scheduled testing day to hook-up your ultrasonic unit, you may do so if you email and schedule a time with the School Coordinator (kvillapa@epcc.edu). If the CDCA-WREB-CITA exam has already begun, you cannot enter the clinic.





Disposable Items

All of the following items are expendable materials and are provided free of charge by El Paso Community College to all candidates. Items not listed are the responsibility of the Candidate. All supplies will be available in the sterilization area.

- 2x2 gauze squares
- Air/water syringe tips (plastic)
- Autoclave bags (S, M, L)
- Autoclave tape
- Barrier materials & tape
- Bite blocks
- Blue paper wrap
- Bracket tray covers
- Chair covers
- Cotton-tip applicators
- Cotton rolls
- Drinking cups
- Exam Gloves – Non-latex (XS, S, M, L, XL)
- Face masks, KN95
- Face shields
- Facial tissue
- Headrest covers
- HVE tips
- Instrument trays, autoclavable
- Medicine pill cups
- Overgloves
- Oral pre-rinse & cups
- Patient bib clips, autoclavable
- Patient napkins/bibs
- Paper towels
- Pen/pencil covers, disposable
- Sanitizing materials
- Soap & hand sanitizer
- Standard saliva ejectors
- Standard and short HVE ejectors
- Surface disinfectant, Advantaclear
- Surface disinfectant, soap/water
- Tongue depressor
- Trash bags

Sterilization Services

Instruments must **arrive with the candidate as sterile**, even though it is a manikin examination.

Sterilization services (steam sterilization) are available to candidates free of charge under the following conditions:

- **Items are clearly marked with the candidate's CDCA-WREB-CITA identification number ONLY (to ensure anonymity)**
- Instruments are submitted inside a cassette
- Loose instruments will not be accepted for sterilization

Submitted candidate instruments must be placed in an appropriately sized sealed sterilization bag (various sizes provided by EPCC) and/or if in a cassette, must be wrapped with blue wrapping paper and labeled accordingly.

Instruments submitted for sterilization will be processed with a minimum turnaround time of five hours. The process may take longer depending on the number of other instruments.

Items submitted after 3:00 PM to the sterilization area will be available for pick-up the following day by 7:00 AM. Sterilized instruments ready for pick-up will be located in the waiting area and/or coordinated by the School Coordinator.

EL PASO 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.

Infection Control/Asepsis Requirements

Universal infection control and Personal Protective Equipment (PPE) guidelines should be observed during the CDCA-WREB-CITA exam. This includes CDC and OSHA standards and guidelines.

Surface Asepsis

- Advantaclear surface disinfectant is to be used with provided towels on all surfaces (except 12 o'clock cabinetry and patient/clinician chair cushioning, a mild soap and water solution must be used instead).
- Suction lines must be flushed with the provided chemical and water flush for 1 minute each (per flush).
- Barriers must be used on light handles, air/water syringes, saliva ejector, HVE (if used), patient chair, and operator chair.
- Upon completion of the examination, it is the responsibility of the candidate to thoroughly clean the operatory by utilizing accepted infection control procedures.





Personal Protective Equipment

- Appropriate clothing is required as specified by CDCA-WREB-CITA, e.g. clean long-sleeved uniforms, gowns, or laboratory coats, footwear may not include sandals, perforated clogs or open-toed shoes.
- Hair is to be styled or secured so it will not fall forward and interfere during treatment. Male students facial hair must comply for adequate seal with N-95 respirator (or equivalent). A personal scrub cap or disposable hair bonnet that meets infection control guidelines must be worn upon entry into the clinic and for the duration of the exam.
- Acceptable hand jewelry is limited to one simple wedding ring; jewelry is not to interfere with glove integrity or use. In addition, a medical alert bracelet may be worn, if applicable. No other jewelry is permitted.
- Nails must be short, neat, and free of any type of polish. Artificial nails are not permitted.
- Candidates must provide their own OSHA accepted protective eyewear for both themselves and their patient; dental loupes for the candidate may be used in lieu of safety glasses.
- Candidates must provide their own face shield and barrier gown to wear for the duration of patient treatment. Face shield and barrier gown are only be worn inside the clinic area.
- **It is advised for candidates to provide their own NIOSH approved N-95 respirators (or equivalent).** EPCC has selective masks available (3M 9501+ Standard Size / Knitted Earloop and Moldex 1500 N95 Series Healthcare Particulate Respirator & Surgical Mask Medium and Large Sizes). **Candidates must wear the N-95 respirator (or equivalent) and a face shield during the ENTIRE examination.**
- Nitrile exam gloves, disposable head coverings and overgloves are provided free of charge. If the candidate has a special need or preference, they must provide their own.
- Wash hands with soap before donning and after doffing gloves. If the candidate leaves the operatory for any reason, they must remove their gloves followed by hand hygiene.
- Candidates must furnish their own sturdy utility gloves to be worn when handling or packaging dirty instruments through (or to and from) the candidate clinic area.

Hazardous Waste Disposal

- Any blood/saliva soaked waste is considered hazardous and should be disposed of in the available/provided headrest (biohazard) bags.
- Biohazard waste bins are located throughout the clinic.

Sharps Disposal

- All needles, anesthetic cartridges, and other potential sharps are to be placed in the red plastic sharps containers located in each operatory and in the sterilization area.

Other Limitations

No instrument sharpening services for dental hygiene instruments are available at El Paso 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 El Paso 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.

El Paso Community College will make every effort to remind candidates not to leave instruments and other items behind when they leave as El Paso Community College will not mail ANY items left behind. If candidates request any help from the El Paso 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, ultrasonics, 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 El Paso Community College will be a pleasant one.

If there are any errors (incorrect phone numbers, addresses, etc.) in this guide please contact us and we will attempt to update this guide as soon as possible. Please email any corrections to kvillapa@epcc.edu.

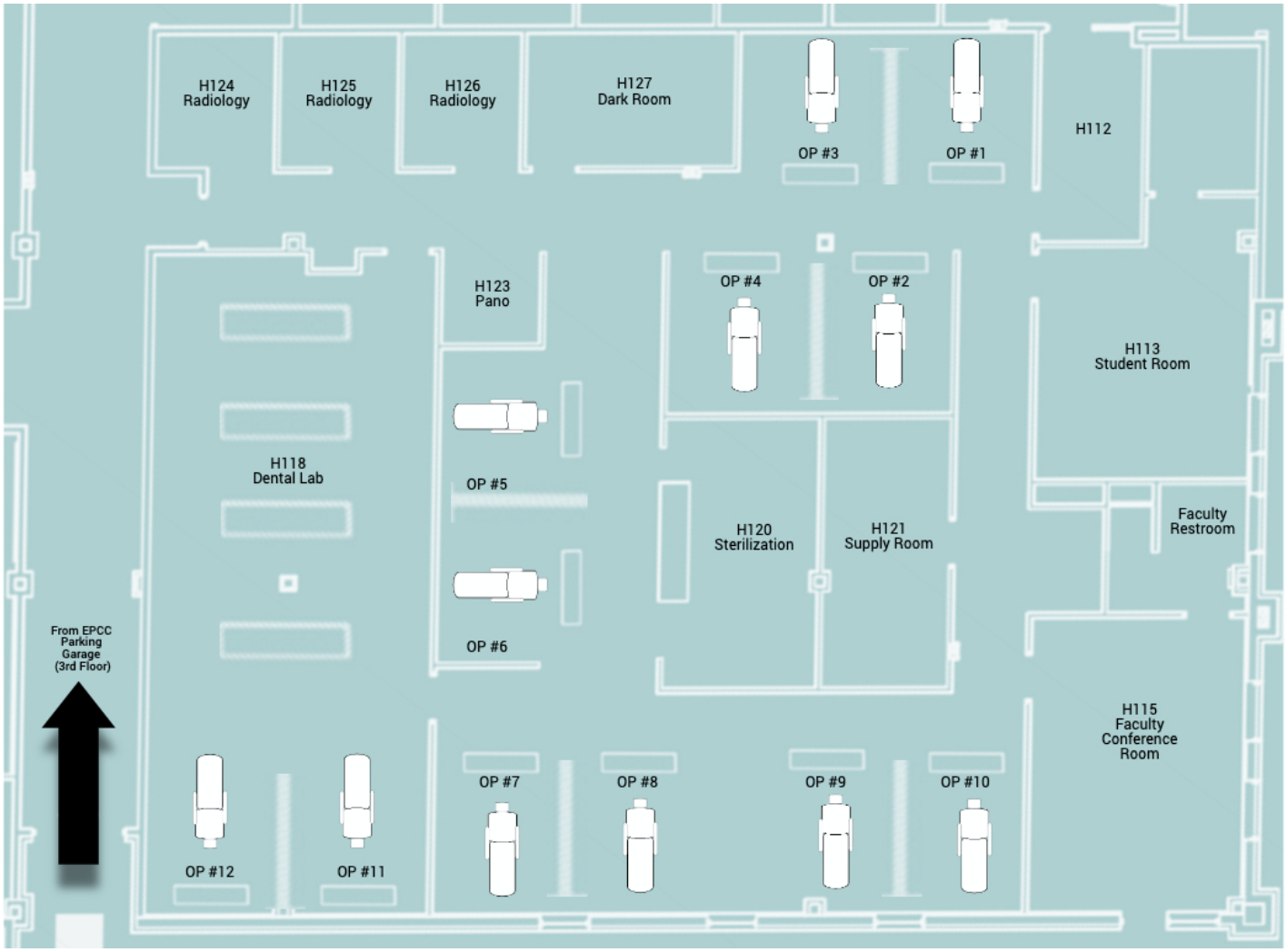
We wish you good luck on your examination!

Appendices

Campus Map



Clinic Floor Plan



Parking Permit Request Form

El Paso Community College

Temporary Parking Permit Request Form

Email completed form to:
traffic.office@epcc.edu

Requests must be submitted 2 days in advance to allow adequate time for approval and processing

Start Date: _____

End Date: _____

Requestor Information

Last Name:	First Name:		DOB
Address	City	State	Zip Code
Phone Number ( )	E-mail Address:		

Classification

☐ Visitor	☐ Library User	☐ Community User	☐ Clinic Patient
☐ Early College Student	Campus:		
☐ Early College Fac/Staff	Campus:		
☐ Vendor	Company Name:		
☐ Contractor	Company Name		
☐ Volunteer	Hosting Department:		
☐ Special Program	Program Name:		
☐ Other:	Justification:		

Vehicle Information

License Plate # or VIN # (if displaying a temporary license plate)	State	Make	Model

Year	Color	(FOR OFFICE USE ONLY)	Permit#

NOTE:

- Visitor parking is available at all College campuses, and no Parking Permit is required.
- Visitor, Library User, Community Member, Clinic Patient, Vendor, Contractor, Volunteer, etc., includes anyone not affiliated with the College as a student, faculty, or staff member.
- Faculty, staff, and students are not eligible for Vendor/Contractor Permits.
- The holder of a Parking Pass must conform with all parking restrictions and prohibitions posted by signage.
- The issuance of a Parking Pass does not guarantee the holder that a parking space will be available when needed.
- The Parking Pass is not transferable.

I certify that the information provided on this form is correct to the best of my knowledge.

I understand that EPCC is in no way responsible for damage or theft to my vehicle while parked on College property.

Signature:_____ Date:_____

OFFICE USE ONLY

Date completed: _____ Completed by: _____

El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.