



CFR: 1302.42

OBJECTIVE: To provide high-quality oral health that is developmentally, culturally, and linguistically appropriate and that will support each child's growth and school readiness.

OPERATIONAL PROCEDURE:

1. The Family Specialist will have the Parent/Guardian sign the *Nationwide Mobile Consent* and the *Consent for Outreach Dental Services* upon enrolling in the OSU-EHS Program. The consents will be valid for one year
 - For the Mobile Consent:
 - i. If the parent only gives consent for dental and not the NCH Care Mobile services, "Dental only" will be written in the box on the upper right corner of the consent
 - ii. If the parent **does not** give consent for the Dental Exam, "No dental" will be written in the box on the right corner.
 - For the Consent for Outreach Dental Services
 - i. There are three sections that need to be checked in order for all aspects of the exam to be completed: dental screen, cleaning of the teeth and gums, application of fluoride.
 - ii. A parent/guardian may refuse one of the above by not checking that service.
2. The Nationwide Children's Hospital dental staff will be scheduled with the Nationwide Children's Hospital mobile unit when possible. The Family Specialists request the mobile unit as needed at their assigned centers.
3. The Nationwide Children's Hospital mobile unit does not go to the Family Child Care provider's homes. Therefore, the Nationwide Children's Hospital dental staff will contact the OSU-EHS Assistant Director with additional dates/times to complete the dental exams at the Family Child Care homes. They will also provide dates/times for centers who are not utilizing the mobile unit.
4. The OSU-EHS Assistant Director will contact the CCC & FCC along with the Family Services Team to inform them of the NCH Dental schedule.
5. Within 30 days of the scheduled Dental Exams, the Family Specialists, with the help of the EHS teachers, will have the parent/guardian complete the *NCH Dental Questionnaire*.
6. The OSU-EHS Assistant Director will send the Nationwide Children's Hospital Dental staff a complete list of children enrolled in Early Head Start at the center/home when the exams are scheduled
7. The Nationwide Children's Hospital Dentist is required to review the children's medical history prior to them being seen. Therefore, at least **7 days prior** to the day the dental exams will be completed, the Family Specialist will email the Dental Hygienist the completed *NCH Dental Questionnaires*, *Dental Consent*, and the *NCH Mobile Consent*.
8. All forms will be uploaded in ChildPlus





9. On the day of the Dental exams, the OSU-EHS staff will make copies of the *EHS Dental Check Up Results* form after they are completed by the Dental Hygienist.
 - This form will be uploaded in ChildPlus and a copy will be given to the parent/guardian.
10. Family Specialist will document the oral health information in ChildPlus as a "Dental Exam" and follow up with family if further treatment is needed.
 - The status of the exam will either be: Absent on Screening Day, Completed, Failed, or Parent Refused Permission

