

NORTHERN ARIZONA UNIVERSITY



Department of
Dental Hygiene

Exam Site Information for Candidates
Western Regional Examining Board (WREB)
2021 WREB Hygiene Examination

NORTHERN ARIZONA UNIVERSITY
DEPARTMENT OF DENTAL HYGIENE
208 E. PINE KNOLL DRIVE
HEALTH PROFESSIONS BUILDING #66 - ROOM 216
FLAGSTAFF, AZ 86011
928-523-3500
<https://nau.edu/chhs/ddh/>

Exam Site Information for Candidates
2020 WREB Dental Hygiene, Local Anesthesia & Restorative Examinations

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WELCOME TO NORTHERN ARIZONA UNIVERSITY DENTAL HYGIENE DEPARTMENT

Northern Arizona University Dental Hygiene department is located at **208 E. Pine Knoll Drive, Health Professions Building #66 Room 216 Flagstaff, AZ 86011**. The building is located at intersection of McConnell and Pine Knoll Drives. This handbook has been prepared to assist Dental Hygiene candidates for the Western Regional Board Examination. If additional information is needed after reading this handbook, please contact the coordinator Chadleo Webb at chadleo.webb@nau.edu

1. School Facility and Services:

- **Location, Building Access and Hours:** Northern Arizona University Dental Hygiene department is located at **208 E. Pine Knoll Drive, Health Professions Building #66 Room 216 Flagstaff, AZ 86011**. Building access hours will be from 7:00am-7:00pm on WREB testing days. Regularly scheduled hours will be 8:00am-4:00pm.
- The Dental Hygiene Clinic will be available on an emergency basis for screening and radiographs, prior to the arrival of WREB examiners. A Dental Hygiene clinical faculty will be on call in the building to aid with questions for screening and radiographs. Please schedule an appointment by calling 928-523-3500 and state that you need a WREB screening appointment.
- Dental hygiene **CLINIC** address **208 E. Pine Knoll Drive, Health Professions Building #66 Room 216 Flagstaff, AZ 86011**, call 928-523-3500 with contact name for questions regarding the school, equipment, etc.: Chadleo Webb at chadleo.webb@nau.edu
- **Directions to Clinic entrance:**
 - Turn left at the Health Professions sign. You will see two entrances. There is one located Southeast at the loading dock and one located Southwest at the Main Entrance. The clinic is located on the second floor (room 216).
- The building will be open 7:00am-7:00pm daily for duration of exam.
- **Parking:** A parking pass must be obtained from the kiosk at the corner of Pine Knoll and McConnell Drives. Parking is located in the Dubois Center Building #64 (306 E. Pine Knoll Drive) parking lot located at the corner of E. Pine Knoll Drive and the Rolle Activity Center. Metered parking is available in the adjacent lot (P45) at \$7 for the day. Metered parking is also available in the lot near the Health Professions Building (P48) at \$7 for the day. Search <https://nau.edu/maps/> for campus maps.
- **Security and Emergency Services:** For Security contact information and protocol, click here: <https://in.nau.edu/emergency-management/emergency-operations-plan/>
- **ATM Machine:** Banking machines are located on North campus, next to the campus bookstore.

- **Food Services Onsite:** Dining options are available at the Dubois Center Building #64 (306 E. Pine Knoll Drive)

2. Preparing for the Exams

- **Patient Screening:** NAU Dental Hygiene Department **cannot** provide patients for candidates. Candidates should not ask the school for patients or patients' records. Candidates may use the Dental Hygiene clinic to screen patients on a limited basis. Times will be determined as needed. Please call 928-523-3500 to schedule an appointment. Please state that you need a WREB screening appointment. All screenings and radiographs must be completed prior to the arrival of WREB examiners.
- **Screenings are not allowed on WREB exam dates**
- **Radiographs:** This site is a digital facility only. Digital sensors and XCP's will be made available as needed.
 - **Printed radiographs must be presented by guest candidates.** There is only 1 view box available for viewing traditional radiographs.
 - The radiology department is located in room 223 across the hall from the clinic. Our facility is a digital site, all outside candidates will need to bring radiographs in a printout form. It is suggested that radiographs be printed on high quality photographic paper. It is strongly recommended that candidates have radiographs taken before arriving at the site. However, screenings and radiographs may be obtained **prior** to the WREB exam dates.
 - Any radiographs obtained on a potential patient requires the written authorization of NAU Dental Hygiene Faculty member assigned to the area. The radiograph authorization form is available in the radiology department.
 - Candidates who need to use the Radiology clinic are required to follow NAU infection control policies and to wear proper clinic attire. The candidate will be responsible for exposing and importing their patient's digital images into the electronic dental record. Staff/faculty will be available to facilitate and answer questions about use of the equipment.
 - Radiology will be available to the candidates during the exam on an emergency basis only.
 - Radiology will be open for candidate usage the day prior to the WREB exam dates. Please call 928-523-3500 to schedule an appointment. Please state that you need a WREB screening radiology appointment.

Supplies Available in Radiology:

- Gowns
- Gloves (S, M, L)
- Level 3 masks
- Cotton rolls
- Bitewing tabs
- Soft Edges
- Computers
- Digital sensors
- Digital XCP sensor holders
- Hand soap
- Hand sanitizer

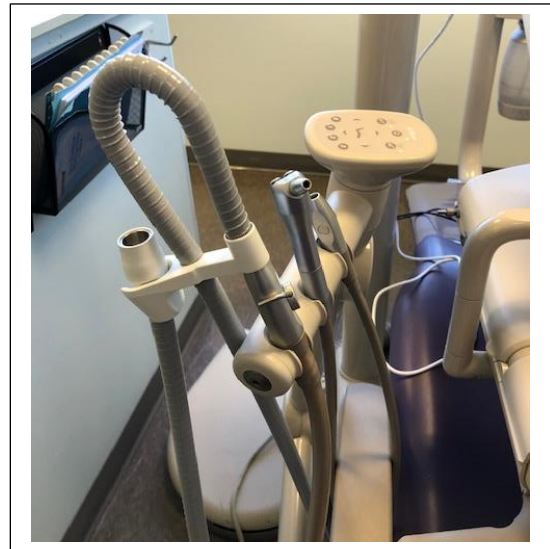
Clinical Facility Information:

Cubicles (Operatories) - Each candidate will be assigned a numbered cubicle in the Dental Hygiene clinic. The number assigned should correspond to the applicant's numbered I.D. badge which will be issued at orientation.

Each cubicle is equipped with a dental chair (Adec). A delivery unit equipped with an air/water syringe, PureVac® HVE suction, Dentsply® Ultrasonic Cavitron® units (30K) mounted to each unit, and an operator's stool. Any equipment malfunctions should be reported immediately to the Chief Examiner.



- **Equipment, Instruments and Materials** - Items to be supplied by the candidate and the Dental Hygiene facility are included in the supplements at the end of this handbook. Anything not listed, the candidate must provide. Any equipment or supplies on loan to the candidate must be returned prior to check-out. **Candidates borrowing equipment or supplies will be required to submit a valid credit card and check made out to Northern Arizona University for the price of the borrowed item(s).** The candidates check and credit card will be returned when the loaned items are returned.



- **Equipment, Instruments and Expendable Dental Materials:** Refer to the respective WREB Candidate Guide for a list of materials and armamentarium that the Candidate must provide.
 - **Handpiece and Prophy Angle Hookups:** Specifications for handpiece and prophy hookups are Adec standard low speed for candidates who choose to bring their own. MidwestRDH® handpieces and/or prophy angles are available for loan. **Candidates borrowing equipment or supplies will be required to submit a valid credit card and check made out to Northern Arizona University for the price of the borrowed item(s).** Advance notification is not required.
 - **Sonic/Ultrasonic Devices:** WREB allows the use of sonic/ultrasonic devices as an adjunct to calculus removal. All operatories have ultrasonic devices mounted to the dental units.
 - **Air/Water Syringe Tips:** Are syringe tips are disposable. Additional tips are available at no cost.
 - **Blood Pressure Cuffs and Stethoscopes:** Candidates should bring their own blood pressure cuffs or stethoscopes.
 - **Expendable Materials:** Expendable dental materials supplied by the school are noted in **Appendix A.** Add the expendable list to your document (items not listed are responsibility of Candidate).

- **Sterilization Services:** Sterilization of instruments will be available until close of business each day. **Candidates retaking onsite will need their instruments sterilized prior to retake clinic entrance.**
- **Administration of Local Anesthetic:** NAU Dental Hygiene Department will provide clinical Dental Hygiene faculty to administer anesthesia for candidates who are not certified to administer anesthesia. There is no charge for this additional service. To be fair to all Candidates, NAU Dental Hygiene Faculty will be available throughout every day of the exam.

3. During the Clinical Exam

Infection Control:

- **Surface Asepsis** - Handles of unit light and air-water syringes may be covered with blue adhesive plastic wrap (available at each sink/glove/mask station). The dental unit and counter tops may be disinfected by using disinfectant wipes. The dental chair will be covered with a large clear plastic bag (roll available near chairs #13 and 15). If the chair needs to be decontaminated, the candidates will use the disinfectant wipes.
- **Personal Protective Equipment** - Appropriate protective clothing is available and **MUST** be worn during patient treatment. Disposable face shields, gloves, gowns, disposable head covers, and masks are located in each clinical bay. Candidates **MUST** provide their own cloth head covers and OSHA-acceptable protective glasses for patients, with side shields. Antiseptic soap and Hand Sanitizer are available at all sinks in the clinic.
- **Hazardous Waste** - Any blood/saliva soaked waste is considered hazardous and **MUST** be disposed of in biohazard bags located near the sterilization room.
- **Sharps Disposal** - All needles, anesthetic cartridges and any potential sharps are to be safely placed in the sharps container located between each cubicle.

4. Travel and Lodging Information

- **Airport Information:** Flagstaff is located 2.5 hours drive from Phoenix, AZ or a 20 minute flight. The airport code is FLG and American Airlines services FLG airport.
- **Ground Transportation from Phoenix airport:** www.arizonashuttle.com
 - **Rental Car:** FLG airport is served by the following rental car companies:
 - Alamo: 844-827-2603
 - https://www.alamo.com/en_US/car-rental/locations/us/flgt71-flagstaff-pulliam-airport.html?mcid=yext:245709
 - Budget: 928-779-5235
 - <https://www.budget.com/en/locations/us/az/flagstaff/flg>
 - Enterprise: 928-774-0010
 - <https://www.enterprise.com/en/car-rental/locations/us/az/flagstaff-airport-50d6.html>
 - Hertz: 928-774-4452
 - <https://www.hertz.com/rentacar/location/unitedstates/arizona/flagstaff/flgt36>

- **Directions and maps for driving from airports:**

From Flagstaff Pulliam Airport: 6200 S Pulliam Dr, Flagstaff, AZ 86005

- Head northwest on S Pulliam Dr toward John Wesley Powell Blvd
- Turn left onto John Wesley Powell Blvd
- Turn right to merge onto I-17 N toward AZ-89A/Flagstaff
- Take exit 341 for Mc Connell Drive
- Turn right onto E McConnell Drive
- Turn right onto E Pine Knoll Drive
- The clinic is located on the second floor of the Health Professions Building

From Phoenix Sky Harbor International Airport: 3400 E. Sky Harbor Blvd. Phoenix, AZ 85034

- Head south on I-10 E
- Take exit 150 to merge onto I-17 N toward Flagstaff
- Take exit 341 for Mc Connell Drive
- Turn right onto E McConnell Drive
- Turn right onto E Pine Knoll Drive
- The clinic is located on the second floor of the Health Professions Building

- **Parking:** Parking is located in the Dubois Center Building #64 (306 E. Pine Knoll Drive) parking lot located at the corner of E. Pine Knoll Drive and S. Huffer Lane. Metered parking is available in the lot (P45) adjacent to the Dubois Center at a daily rate of \$7. Search <https://nau.edu/maps/> for campus maps.

- **Hotel Accommodations:** List of suggested area hotels which are less than .5 miles from the dental hygiene facility.

Drury Inn & Suites Flagstaff

300 S Milton Rd, Flagstaff, AZ 86001

(928) 773-4900

<https://www.druryhotels.com/locations/flagstaff-az/drury-inn-and-suites-flagstaff>

SpringHill Suites by Marriott Flagstaff

2455 S Beulah Blvd, Flagstaff, AZ 86001

(928) 774-8042

<http://www.marriott.com/hotels/travel/flgsh-springhill-suites-flagstaff/>

Hampton Inn & Suites Flagstaff

2400 S Beulah Blvd, Flagstaff, AZ 86001

(928) 913-0900

<http://hamptoninn3.hilton.com/en/hotels/arizona/hampton-inn-and-suites-flagstaff-FLGWEHX/index.html>

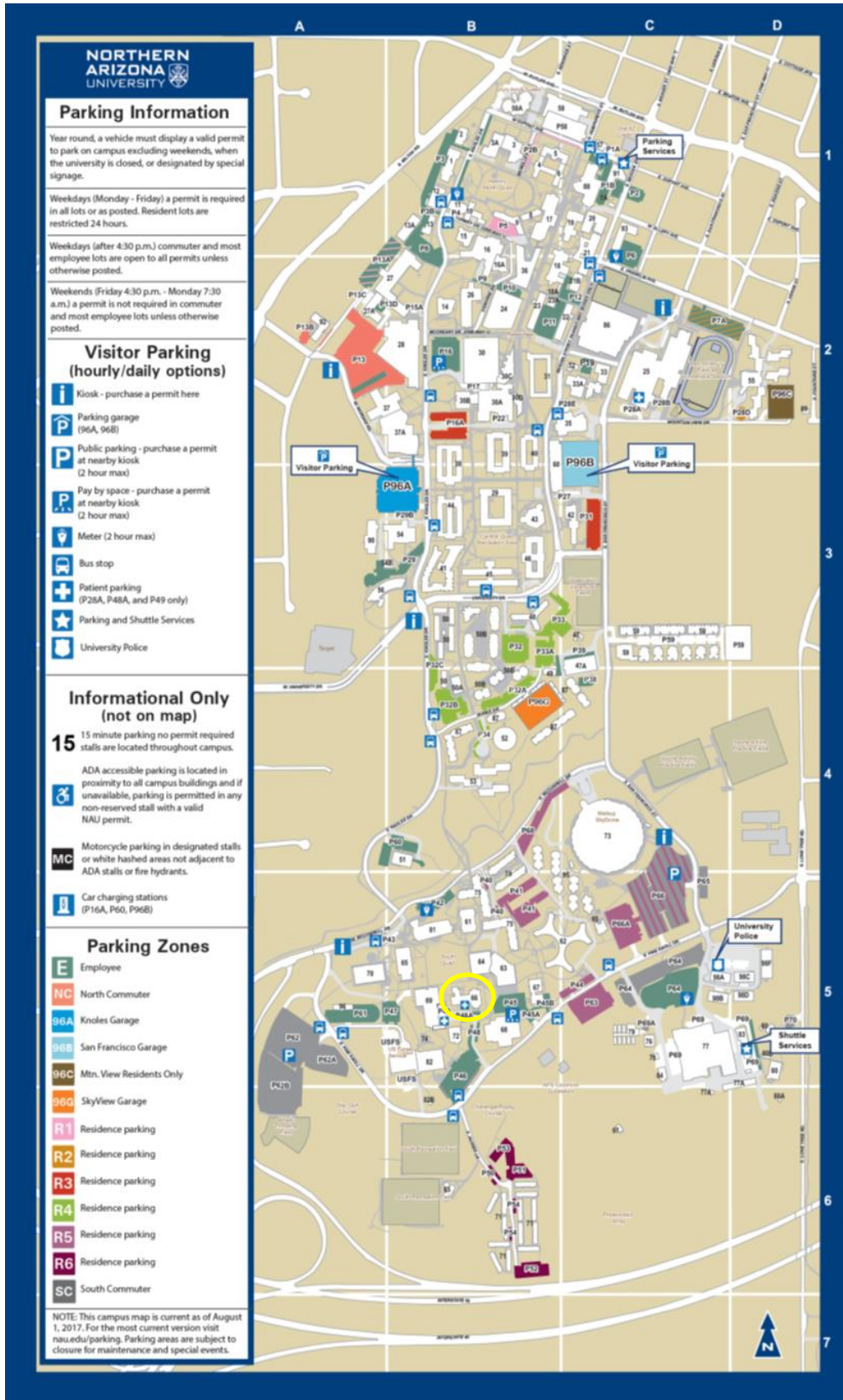
Courtyard by Marriott Flagstaff

2650 S Beulah Blvd, Flagstaff, AZ 86001

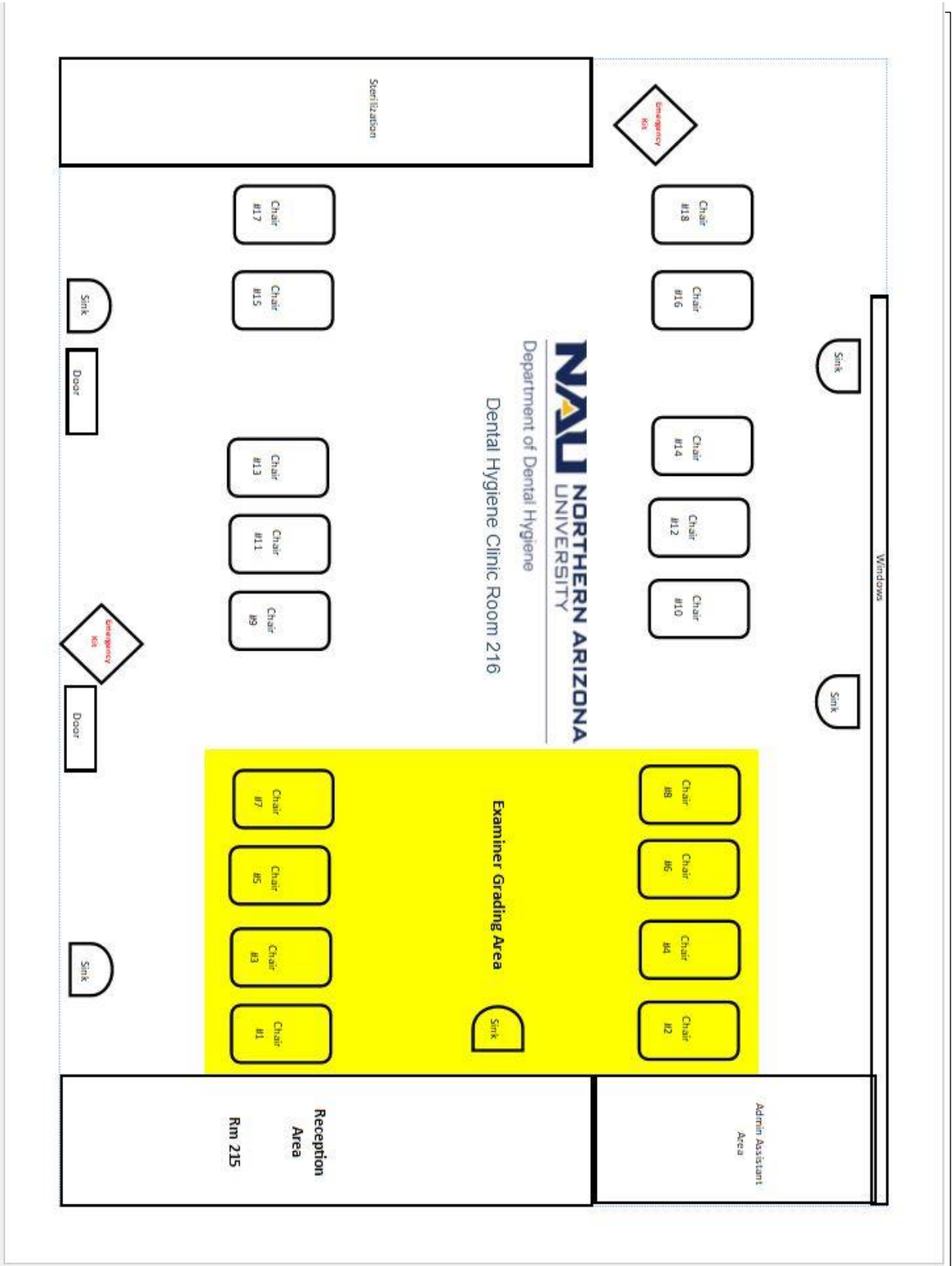
(928) 774-5800

<http://www.marriott.com/hotels/travel/flgcy-courtyard-flagstaff/>

5. Campus Map:



6. Clinic Floor Plan



Emergency Protocol:

Procedure for Reporting an Emergency:

- A. Person who discovers the emergency will verbally alert a WREB official.

- B. The WREB official will assist by:
 - a. Delivering oxygen and procuring the Medical Emergency Kit.
 - b. Alerting the Northern Arizona University staff member to call 911 or NAU Police 928-523-3000.

- C. Meanwhile, the person who discovered the emergency will begin a primary assessment:
 - a. Check for responsiveness, airway, breathing and pulse. If there is no breathing and/or pulse, artificial respiration or CPR is started immediately.
 - b. If there is breathing and pulse, a secondary survey should be started including review of medical history and recording of blood pressure and pulse every 5 minutes.
 - c. Oxygen support should be instituted if any signs of lack of oxygen are noted.

- D. WREB official summoned will:
 - a. Immediately go the emergency location.
 - b. Assess client and assume responsibility for emergency treatment until someone with more training has arrived and all pertinent information has been relayed.

- E. Following the emergency:
 - a. If 911 is notified, an Incident Report must be filed with NAU Campus Safety.
 - b. The emergency **MUST** be documented in the patient's electronic record.

- **Location of Emergency Equipment:**
 - There are (2) oxygen tanks-one is located by door to the clinic by the emergency crash cart, the other is in the back corner by the dental model materials near the entrance to the sterilization room.
 - During the WREB examination (1) oxygen tank will be located in the Examiners' Bay
 - Pocket Ventilation masks are located in the emergency crash cart by the clinic entrance door; two are located in orange pouches attached to either side of the cart.
 - There is an Emergency Kit and Emergency Equipment located in the emergency crash cart located near the entrance to the clinic.
 - The Automatic External Defibrillator Units are located:
 - One (1) is outside of the clinic mounted to wall

- **Evacuation Plan:**
 - Posted throughout the building near the fire pulls and exits.

- **Preparing of the Local Anesthesia Exam:**
 - **Equipment, Instruments and Expendable Dental Materials:** Refer to the respective WREB Candidate Guide for a list of materials and armamentarium that the Candidate must provide.

 - **Air/Water Syringe Tips:** Are syringe tips are disposable. Additional tips are available at no cost.

 - **Expendable Materials:** Expendable dental materials supplied by the school are noted in **Appendix B**. Add the expendable list to your document (items not listed are responsibility of Candidate).

 - **Sterilization Services:** Sterilization of instruments will be available until close of business each day. Candidates retaking onsite will need their instruments sterilized prior to retake clinic entrance.

- **Supplemental Information Exam Room Assignments:**

Schedule and Locations: TBD	
Candidate Orientation	HP Room 235
School Tour	Meet in HP Room 229
Clinic Exam Area	Units # 10-18
Grading Area for Examiners	Units # 1-8
Central Sterilization	Adjacent to unit # 18
Radiology	Across the hall in room 223

- **Dental Instruments and Supplies:**

- **Items supplied by the candidate**

1. Glasses, protective for candidate and patient
2. Polishing handpiece
3. Cavitron® (Ultrasonic) Inserts 30K
4. Blue, Black, and Red Pen
5. Syringes
6. Uniforms
7. Blood Pressure Equipment
8. Personal face shield
9. Cloth surgical head cover

- **Items Supplied by NAU Dental Hygiene Department**

- | | | |
|---------------------------------------|-----|--|
| 1. Anesthesia: Topical and Injectable | 17 | Disposable head covers |
| 2. HVE suction tips – autoclaved | 18. | Disposable Gowns |
| 3. Biohazard Bags | 19. | Level 3 masks |
| 4. Cotton Rolls | 20. | KN95 masks |
| 5. Cotton Tip Applicators | 21. | Paper Towels |
| 6. Disposable face shield | 22. | Patient Napkins |
| 7. Disclosing solution | 23. | Disposable Instrument Trays |
| 8. Disinfectant Wipes | 24. | Prophy Paste |
| 9. Disposable Air/water Syringe Tips | 25. | Saliva Ejectors |
| 10. Disposable Napkin Clips | 26. | Sharps containers |
| 11. Drinking Cups | 27. | Mouthwash |
| 12. Exam gloves (s, m, l) | 28. | Sterilization (autoclave) Bags |
| 13. Facial Tissue | 29. | Trash Bags |
| 14. Floss | 30. | Tray Covers |
| 15. Fluoride varnish | 31. | 2 x 2 Gauze |
| 16. Hand soap | 32. | X-ray view box for traditional films (one) |

Expendable Dental Materials Appendices

APPENDIX A – Expendable Dental Hygiene Materials List Provided by Exam Site Host (School) To be provided in sufficient quantities for all Dental Hygiene Candidates		
2x2 gauze squares	Cotton-tip applicators	Patient bib clips, disposable
Air/water syringe tips	Drinking cups	Patient napkins/bibs
Antimicrobial mouthwash	Level 3 face masks	Prophy paste
Anesthetic(s)	KN95 masks	Sanitizing materials
<ul style="list-style-type: none"> • Local anesthetic(s) with and without vasoconstrictors 	Gloves	Soap
<ul style="list-style-type: none"> • Topical anesthetic(s) 	<ul style="list-style-type: none"> • Gloves, non-latex (S,M,L,XL) 	Standard saliva ejectors
Autoclave bags, small, medium	Disposable gowns	Surface disinfectant
Autoclave tape	Disposable head covers	Tray covers
Instrument trays, disposable	Facial tissue	Trash bags
Barrier covers/tape	Paper towels	Plastic chair covers
Disposable face shield	HVE suction tips- autoclaved	

APPENDIX B – Expendable Local Anesthesia Materials List Provided by Exam Site Host (School) To be provided in sufficient quantities for all Local Anesthesia Candidates		
2x2 gauze squares	Cotton-tip applicators	Patient bib clips, disposable
Air/water syringe tips	Drinking cups	Patient napkins/bibs
Antimicrobial mouthwash	Level 3 face masks	Sanitizing materials
Anesthetic(s)	KN95 masks	Soap
<ul style="list-style-type: none"> • Local anesthetic(s) with and without vasoconstrictors 	Gloves	Standard saliva ejectors
<ul style="list-style-type: none"> • Topical anesthetic(s) 	<ul style="list-style-type: none"> • Gloves, non-latex (S,M,L,XL) 	Surface disinfectant
Autoclave bags, small, medium	Disposable gowns	Tray covers
Autoclave tape	Disposable head covers	Trash bags
Instrument trays, disposable	Facial tissue	Plastic chair covers
Barrier covers/tape	Paper towels	
Disposable face shield	HVE suction tips - autoclaved	

APPENDIX D – Examiner Grading Area Supplies Provided by Exam Site Host (School) Supplies required for use in the Examiner Grading Clinic		
2x2 gauze squares	Disposable bib clips H	Rod posts (for tyodonts) R
Alcohol-based hand sanitizer	Drinking cups H	Soap
Anesthetic, Topical H	Face masks H	Standard saliva ejectors H
Antimicrobial mouthwash H	Facial tissue	Surface disinfectant
Autoclave bags, small H	Gloves, nonlatex (S, M, L, XL)	Trash bags
Barrier covers	Headrest covers	
Barrier tape, CLEAR (not blue) H	Paper towels	H = Hygiene Exam Only
Cotton-tip applicators	Patient napkins/bibs H	R = Restorative Exam Only