

**West Los Angeles College  
Dental Hygiene Program**



Exam Site Information for Candidates  
Western Regional Examining Board (WREB)  
2020 WREB Hygiene Examination

WEST LOS ANGELES COLLEGE  
9000 Overland Avenue  
Culver City, CA 90230  
(310) 287-4464

**Exam Site Information for Candidates**  
**2020 WREB Dental Hygiene Examinations**

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## 1. School Facility and Services

- **Location, Building Access and Hours:**

The Dental Clinic is located in the MSB Building, first floor, MSB 100 – Signs will be posted to provide directions to candidates and patients. The Address is 9000 Overland Avenue, Culver City, CA 90230. Phone Number: (310)287-4464 or (310)287-7224

Directions on how to get to the campus and MSB Building, including a printable map, are found under the following link: <http://www.wlac.edu/transportation/index.aspx>

- **Parking:**

Parking is available at various locations. The lots that are easily accessible to the MSB Building are: Lot A, Lot 8A, and South Parking Structure\*.

\*Please see the location of the parking areas in our campus map:

[http://www.wlac.edu/WLAC/media/documents/transportation/wlac\\_map.pdf](http://www.wlac.edu/WLAC/media/documents/transportation/wlac_map.pdf)

One-day passes are on sale at parking dispensers in all of the student/guest lots on campus. The pass is \$2.00. These machines do not give change nor accept coins.

Please have **two single dollar bills**.

For more information, please access:

<http://www.wlac.edu/Transportation/Parking.aspx#sthash.1xqU5WJ4.dpuf>

- **Security and Emergency Services:**

In case of an emergency, the WLAC Sheriff can be contacted at (310)287-4314

- **ATM Machine:**

During the Summer Session, food availability is limited on campus. Cafeteria and small convenience stores are closed on Fridays, Saturdays, and Sundays. There are a large range of restaurants, coffee houses and fast-food restaurants within 1.0 mile from campus.

- **Food Services Onsite:**

During the Summer Session, food availability is limited on campus. Cafeteria and small convenience stores are closed on Fridays, Saturdays, and Sundays. There are a large range of restaurants, coffee houses and fast-food restaurants within 1.0 mile from campus.

## 2. Preparing for the Exams

- a. **Hygiene Exam**

- **Patient Screening:**

Facility **will not** be available for screenings.

- **Radiographs:**

The clinic has four wall installed x-ray units, and one mobile x-ray unit (see Blueprint of the clinic floor for the location of the wall installed units). Depends on the examiners' set up, the number of the radiographic units may change.

Radiographs will be taken by the experienced school assistant for the day.

Conventional radiographs, digital radiographs by a senior will be available.

- **Administration of Local Anesthetic:**

Practitioner(s) from the school is **NOT AVAILABLE** to administer local anesthesia to Candidate Patients. There are no exceptions to this policy.

- **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.

**A. Handpiece and Prophy Angle Hookups:**

- All units are from the manufacture A-Dec Model 500, using a 4-holes connector for slow-handpiece.
- Candidates will have the option to rent a polishing kit (handpiece, prophy angle, prophy paste) for a fee of \$30.00. Payment must be made in cash or personal check (payable to "DH Trust Fund"). **Candidate must inform facility up to 48 hours from the date of the exam via email** to Lisa Kamibayashi, the dental hygiene program director, [kamibalt@wlaac.edu](mailto:kamibalt@wlaac.edu) (if request is not received, there is no guarantee that unit will be available on the day of the exam).

**B. Sonic/Ultrasonic Devices:**

- All units are equipped with hookups for ultrasonic units (power and water). The facility has magnetostrictive (Dentsply Cavitron) and piezo (Symmetry IQ 3000 Hu-Friedy) ultrasonic scaler available to rent for a fee of \$35.00 per unit (inserts are not included, and not available for renting). The clinic has a limited number of units for rental.
- Payment must be made in cash or check (payable to "DH Trust Fund"). If candidate is considering the use of an ultrasonic unit, it is highly recommended for the clinician to wear a face-shield. **Candidate must inform facility up to 48 hours from the date of the exam via email** to Lisa Kamibayashi, the dental hygiene program director, [kamibalt@wlaac.edu](mailto:kamibalt@wlaac.edu) (if request is not received, there is no guarantee that unit will be available on the day of the exam).

**C. Air/Water Syringe Tips:**

- The facility uses disposable air/water syringe tips. Only Seal Tight tips work on all the units. Disposable supplies will be provided by the facility. If the tip does come off easily, please inform the assistant to take it off for you. To remove the

tip, the yellow adaptor must be pulled back gently to pull off the tip.

**D. Blood Pressure Cuffs and Stethoscopes:**

- The facility has a limited number of stethoscopes and sphygmomanometers. It is expected each clinician to provide their own. Large cuff sphygmomanometer is available if needed. It is not guaranteed that those will be available on the day of the exam.

**E. Expendable Materials:** Expendable dental materials supplied by the school are noted in **Appendix A**. If template is not utilized, add the expendable list to your document (items not listed are responsibility of Candidate).

- **Sterilization Services:**

- Sterilization area will close at 4:30pm each day, and it will be only available to those candidates that need to retake exam. Facility infection control protocol states that instruments opened and/or used during the exam will need to be transported out the facility in a plastic container with lid. Candidates cannot carry instruments on paper or plastic bag, wrapped on paper, or wrapped on aluminum foil.
- Patients are not allowed to handle candidates used /contaminated instruments

b. **Local Anesthesia Exam is not offered at this location.**

c. **Restorative Exam is not offered at this location.**

**3. During the Clinical Exam**

- **Dental Operatory Units:**

- A-Dec 500.

- **Infection Control (Surface Asepsis):**

***Setting Up WLAC clinic Operatory:***

1. Wash your hands twice 20 seconds twice.
2. Put on gown, mask, safety glasses, and gloves.
3. Make sure there is enough water in the bottle attached to the unit. If not, enough water is in the bottle, ask an assistant to prepare the water bottle since it requires a specific chemical treatment.
4. Turn unit on (Mater switch on the right of the bracket table) and verify proper function of equipment. The unit moves very slowly, it takes at least 5 seconds before start moving for geriatric patient setting.
5. Purge stagnant water from air/water syringe line for 2 minutes into a cup or sink.
6. Ask an assistant to check the tank for vacuum line cleaning (The vacuum solution must be prepared by the assistant.)
7. Flush high and low suction tubes using ICV (Adec's vacuum line cleaning system) in your operatory for 2 minutes.
8. Use overgloves on top of the counter to retrieve any supplies.
9. Obtain necessary numbers of protective barriers (sticky tapes and chair covers) and place them as below.

- *TAPES: over light handles (2), light switch (1), operator chair knobs (2), clinician chair back (1), Barrier-tape any non-critical items you may need to handle during patient care (patient's mirror handle, timer, calculator, floss dispenser, lip lubricant, etc.)-----Minimum of 6 Tapes.*
- *BAGS: headrest cover or patient chair back (1), side air/water/suction arm (1), and bracket tray (1) -----Minimum 3 bags.*
- *BARRIER SLEEVES: on a pen (1), air/water syringe (1), slow speed suction (1), high speed suction (1) ---- Minimum 4 sleeves.*
- *SPECIALIZED BARRIERS: computer keyboard, remote control, computer mouse.*

**10. Only the surface disinfecting solution provided in the West Los Angeles College**

**Dental Hygiene Clinic is to be used in the clinic.** Other brands of disinfectant, either purchased elsewhere or obtained as samples, are not to be used, as they may contain ingredients that may deteriorate the clinic furniture and equipment.

Any surfaces (horizontal or vertical) within 3 feet of the patient's mouth must be considered contaminated after providing treatment that produces splatter therefore, cabinet doors, drawers, and instrument kits must remain closed during treatment. However, only surfaces that are touched must be cleaned and disinfected (**with approved disinfectant only**) or disposable covers changed between patients.

***Breaking Down WLAC Operatory***

1. After dismissing patient, obtain numbers of sterilization bags needed, recommend to use enzymatic sprays to be sprayed on the instruments with blood and saliva.
2. Prepare the instruments for transportation and put them in a hard-plastic container that you brought for the exam. Discard sharps/cartridges into sharp containers.
3. With proper PPEs (Gown, mask, safety glasses and examination gloves), purge stagnant water from air/water syringe line for 2 minutes into a cup or sink.
4. Flush high and low suction tubes using ICV system in your operatory for 2 minutes.
5. Breakdown the operatory by removing all the barriers into one of your used large inverted chair/bracket covers. Discard the trash into the bag and knot the bag closed. Leave it beside the trash receptacle.
6. Discard contaminated exam gloves, then wear Utility Gloves.
7. Disinfect all surfaces within 3 feet of operatory and all non-critical items which can tolerate moisture (Use OPTIM 33 wipes). Use the disinfection technique of WIPE-DISCARD-WIPE. Let it air dry. Don't forget to wipe off other non-critical items (timer, floss dispenser, pen, patient's safety glasses etc....)
8. Raise the dental chair, place foot pedal on chair base behind the patient chair. Turn off master switch. Position operatory light directly over patient chair. Place one clinical and one assistant chairs towards the wall of each operatory. Check your operatory and make sure everything looks appropriate. Check floor for trash or other items.
9. At the end, use disinfectant wipe and wipe the utility gloves and place them in the sterilization package.
10. Disinfect the safety glasses.
11. Clean up drawers and do not forget any of your belongings.
12. Wash hands for 20 seconds twice before you leave the clinic.

**A. Hazardous Waste Disposal (exam-type specific):**

- **Hygiene:** Procedure for disposal of blood/saliva-soaked waste.
- Unless the blood can be squeezable from the gauze, all the medical/dental waste will go to regular trash can. The gauze that can squeeze blood can go to the hazardous red bag.

- **Local Anesthesia:** Procedure for disposal of blood/saliva-soaked waste.
- Empty anesthetic cartridges (no drugs or blood) can be disposed in the regular trash.
- Anesthetic cartridges with left over drugs should be disposed in a BLUE puncture resistant container.
- Anesthetic cartridges with blood in the cartridges should be disposed in a RED Infectious waste puncture resistant container
- **Restorative:**
- Not applicable

#### **B. Sharps Disposal:**

- Used needles are to be disposed of in the appropriate puncture resistant containers located in the clinic area (red container).
- Used needles should not be purposefully bent or broken after use.
- Needles must be recapped only by using needle capping protective device or using the scoop technique.

- **Emergency Medical Equipment:**

- See clinic floor plan where oxygen (O<sub>2</sub>), AED, and emergency kit (E.K.) are located. The location of those will be shown during the clinic tour.

#### **Medical Emergency Protocol:**

The supervising dentist or clinic/laboratory instructor will be the Emergency Director until the outside paramedics are present. The dental hygiene clinical instructor will assist the supervising dentist. A minimum of one candidate or person will be assisting and recording vital information. The assistant will be the direct link to the **on-campus emergency line (4314 or 4315)**.

All students, candidates, and staff need to have current certification in basic life support (BLS) from American Heart Association.

Emergency recordkeeping forms must be completed for each emergency situation in our dental hygiene area. An incident report form must be completed for any injury or emergency. Forms are available in the clinic manual located near the entrance of the clinic. After completion, the form is given to the program director for appropriate follow-up.

#### **Emergency Preparations**

Oxygen Tank: Checked by the clinic instructors daily for its location and content. (The tank must be changed when monitor gauge is at 400 ml.)

AED: Inspect and maintain by the program director or designee every semester for its battery and expiration of pads.

First Aid Kit: Checked each semester by the program director or designee for restocking and content expiration.

Emergency Kit: Checked each semester by the program director or designee. Refill of expired medications are sent automatically by the emergency kit manufacturer and immediately placed in the kit by the receptionist.

Emergency Recordkeeping Form: Checked each semester by the program director and stocked as needed.

Diabetic Glucose Tablets or Gel: Available by the emergency kit by the receptionist desk.

Fire Extinguisher: Checked by plant facility personnel or designee.

#### **4. Travel and Lodging Information**

- **Airport Information:**

- Los Angeles International Airport (LAX) – 5 miles
- Long Beach Airport (LGB) – 25 miles
- Burbank Airport (BUR) – 25 miles

- **Ground Transportation:**

Los Angeles International Airport is located within 5 miles from West Los Angeles . Uber, Lyft, rental car, or taxicabs are practical methods of transportation from LAX to our campus or hotels.

- **Hotel Accommodations:**

A variety of hotels can be found in close range from the WLAC Campus (9000 Overland Avenue, Culver City, CA 90230). Search sites such as [www.expedia.com](http://www.expedia.com), [www.hotels.com](http://www.hotels.com), [www.travelocity.com](http://www.travelocity.com), [www.skyscanner.com](http://www.skyscanner.com), [www.kayak.com](http://www.kayak.com) and other searching online services will provide a diverse range of quality accommodation, price and proximity from campus

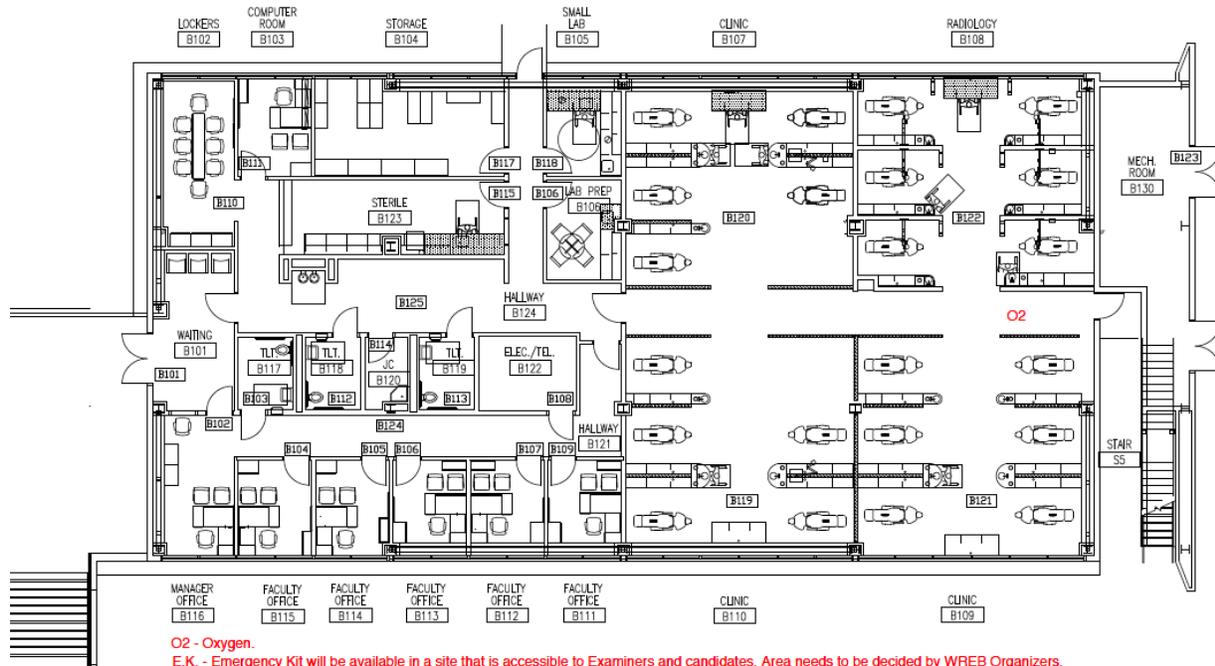
#### **5. Campus Map:**

See the link below:

<http://www.wlac.edu/transportation/index.aspx>

#### **6. Clinic Floor Plan:** Indicate Patient waiting area, Candidate clinic, Examiner grading area, areas of emergency equipment

# Clinic Floor Plan



## Required School-provided Expendable Dental Materials Appendices

<b>APPENDIX A – Expendable Dental Hygiene Materials List                      Provided by Exam Site Host (WLAC)                      To be provided in sufficient quantities for all Dental Hygiene Candidates</b>		
2x2 gauze squares	Cotton-tip applicators	Patient bib clips, disposable
Air/water syringe tips	Drinking cups	Patient napkins/bibs
Antimicrobial mouthwash	Face masks	Prophy paste
Anesthetic(s)	Facial tissue	Sanitizing materials
<ul style="list-style-type: none"> <li>Local anesthetic(s) with and without vasoconstrictors</li> </ul>	Gloves	Soap
<ul style="list-style-type: none"> <li>Topical anesthetic(s)</li> </ul>	<ul style="list-style-type: none"> <li>Gloves, nonlatex (S,M,L,XL)</li> </ul>	Standard saliva ejectors
Autoclave bags, small	<ul style="list-style-type: none"> <li>Overgloves</li> </ul>	Surface disinfectant
Autoclave bags, medium	Headrest covers	Syringe Needles (long & short)
Autoclave tape	Instrument trays, disposable	Tray covers
Barrier covers/tape	Paper towels	Trash bags