

## BEST DENTAL HELP PROCEDURE

1302.42 Child health status and care.

(c) *Ongoing care.* (1) A program must help parents continue to follow recommended schedules of well-child and oral health care.

(2) A program must implement periodic observations or other appropriate strategies for program staff and parents to identify any new or recurring developmental, medical, oral, or mental health concerns.

(3) A program must facilitate and monitor necessary oral health preventive care, treatment and follow-up, including topical fluoride treatments. In communities where there is a lack of adequate fluoride available through the water supply and for every child with moderate to severe tooth decay, a program must also facilitate fluoride supplements, and other necessary preventive measures, and further oral health treatment as recommended by the oral health professional.

### **Best Dental Help Scheduling Procedures**

#### **Family Advocate (Full Year):**

1. Gather classroom schedules (preschool sites & childcare partnership) and Family Advocate calendars before scheduling a meeting with Best Dental Help.
2. Contact with Best Dental Help Pre-K Program Coordinator to schedule a meeting to work on next program year's calendars.
3. Based on previous year's calendars, classroom schedules, and Family Advocate calendars, create next program year's visit with Best Dental Help.

### **Best Dental Help Consent Form Procedures**

#### **Classroom Family Advocate**

1. Explain Best Dental Help services and HIPPA information to parent/guardian at enrollment and encourage parent/guardian to complete consent form. Infants are also eligible to receive oral health screenings.
2. If parent/guardian has private insurance, encourage them to confirm from their insurance company directly regarding coverage.
3. Create Best Dental Help rosters, which includes classroom schedule, assigned Family Advocate name, children's full name, dental home, and insurance information. Child whose parent/guardian declines the services needs to be on the roster as well. State that parent/guardian declined the services on the roster.



4. Create current classroom roster and collect consent forms to have available for the Best Dental Help staff at the day and time of service.
  
5. Family Advocate (FA-Full Year) will contact Best Dental Help and schedule a date to submit all the rosters and consent forms prior to the first visit. Full year FA will gather all the rosters and consent forms from Family Advocates prior to the submitting date. **Rosters cannot be emailed.**

### **Best Dental Help Visit Procedures**

1. Review roster with Best Dental Help to confirm children who are not receiving services or who are not receiving fluoride varnish.
2. Best Dental Help will complete the oral health report cards. Classroom Family Advocate will put the oral health report cards in the child's file and send a copy to parent/guardians.
3. Enter the screening information into ChildPlus and whether or not the child received fluoride varnish.