Certain protocols used in a large portable clinic environment will be different than in a normal dental office. These are required because multiple dental professional volunteers with differing backgrounds all working in an unfamiliar setting has the potential to increase patient risk.

Therefore the following protocols must be adhered to without exception:

1. No volunteers under the age of 18 are to volunteer on the clinic floor.

2. There will be no food or beverages, except water on the clinic floor.

3. Volunteers working as Clinic Support or handling hazardous waste must have had their Hepatitis B vaccination.

4. Clinic Support will be working in the following clinic areas: CEREC, Restorative, Pediatric, Oral Surgery and Endodontics.

5. The following station card colors are used. When a RED card is held up it means the patient treatment is completed. A Patient Ambassador will escort the patient away from the dental work station and the station is ready to be cleaned and decontaminated.
   a. Green – bring me a patient
   b. Red – take the patient to Exit Interview
   c. Yellow – need translator
   d. Orange – need dental technician
   e. Purple – requesting a Nomad X-ray
   f. White w/ red cross – EMT needed

6. The Dental Assistant will:
   a. Notify Clinic Support that a station need to be cleaned
   b. Place the dirty instruments in the transport tubs
   c. Pick up sterile instruments
   d. Pick up dental materials
7. Clinic Support will:
   a. After each patient obtain 2 three-ounce cups of pre-mixed line cleaner and pull one cup through the saliva ejector and one cup through the HVAC
   b. All surface areas will be wiped down with Cavicide wipes between patients and at the end of the work shift. A WIPE LEFT ON THE PATIENT CHAIR INDICATES THE WORK AREA HAS BEEN WIPE DOWN AND IS READY FOR PATIENT USE.
   c. When cleaning the overhead lights, be sure to wipe 'counter clockwise’, not 'clock wise', as it will loosen the bulb and the light goes off.
   d. Dispose of sharps in the nearest sharps container to your station.
   e. Place only Medical Waste (blood soaked gauze, gloves, etc.) in the red bag boxes. No general trash in these, please.
   f. Place extracted teeth in the tooth buckets nearest your station.
   g. Place scrap amalgam and amalgam capsules in the DRNA buckets nearest your station
8. Follow all infection control best practices:
   a. Wear gloves and change between patients and when cleaning contaminated surfaces.
   b. Wear a mask when splashing or splattering is likely to occur.
   c. Wear protective eye wear at all times in clinic areas and sterilization.
   d. Protective gowns will be available for your use at your discretion
9. If you stick yourself or are stuck with any instrument or other sharps, immediately notify the department or dental assistant lead who will follow the needle stick/sharp instrument protocol.
10. If you are working both the morning and afternoon shifts, please stagger your lunch breaks. Be sure to let the Clinic Support Lead know how long you will be gone. Someone else may fill-in while you are gone so patient flow isn’t interrupted.
11. A small group of Clinic Support volunteers will come in Friday after clinic to restock and get the clinic treatment areas ready for the next day.