

Overview of Dental Assistant Responsibilities for Dental Procedures Only

Counts

Prior to the start of a procedure, the circulating RN and dental assistant will audibly count all applicable items listed on the dental count sheet. This count will be performed after x-rays prior to insertion of the throat pack.

Only 4x4 radiopaque sponges will be used. Radiopaque sponges may not be cut or used as dressings. 2x2 sponges will not be allowed. Counted sponges do not leave the OR suite. If needed, the throat pack may be cut once to size and both pieces will be considered a counted item.

The circulating RN and dental assistant will re-count all items just prior to the end of the procedure or at the discretion of any member of the OR team. The final count must equal to the beginning count and be verbally communicated to the OR team. "Throat pack out/mouth clear" must be verbally communicated to the OR team (refer to clinical standard D-125.1 Counts for the Prevention of Retained Surgical Items). No packing materials (e.g. ghosts) will be placed in mouth until "throat pack out/mouth clear" has been performed.

The OR team is required to document any item(s), which will remain in the patient's mouth during the post-anesthesia recovery phase.

Dental Assistant Responsibilities for all Dental Procedures

Prior to Procedure

- 1) First case of day, disinfect A-Dec, chairs, x-ray machine and supply cart with disinfectant wipes.
- 2) Perform hand hygiene and don clean gloves.
- 3) Set-up 1st mayo stand with dental instruments.
- 4) Set-up 2nd mayo stand with restorative equipment and supplies as needed for procedure:
 - Place all multi use syringes in plastic sleeves
 - Place plastic sleeve on curing light. Curing light tip may be left uncovered but then must be wrapped with a disinfectant wipe for a minimum of 3 minutes (at end of every procedure).
- 5) Place plastic sleeve over air/water handles.
- 6) Attach handpieces and perform test run.
- 7) Circulating RN will create patient file on designated CareStream flo cart; activates sensors.
- 8) All multi use jars and containers not in plastic must remain on supply cart. Use only clean gloves, forceps, or request circulating RN to retrieve items during procedure.
- 9) Dental instrument trays have 4 forceps. They should be placed:
 - 1 or 2 on mayo stands
 - 1 on supply cart in metal holder
 - 1 in metal holder for circulating RN to retrieve burrs/crowns
- 10) Count all items listed on the dental count sheet with circulating RN.
 - These items will include (but not limited to):
 - Radiopaque 4x4 sponges
 - Throat pack

- Bite blocks
- Dri-angles
- Cotton rolls
- Wooden wedges
- T bands
- Rubber dam clamps
- Burrs

11) If using local, disinfect carpule with alcohol pad.

X-rays

- 1) Circulating RN is responsible for covering x-ray sensors with plastic sleeves, activating the sensors prior to the x-rays being taken, creating patient file name, and emailing images to the Health Information Management (HIM) department.
- 2) An exposure default setting is in place on the x-ray machine. The practitioner/dental assistant is responsible for placing sensors and taking the x-rays.
- 3) The practitioner/dental assistant taking the x-rays will place the x-ray shield(s) for circulating RN to disinfect on the end of patient's bed.
- 4) Disinfectant wipes, are to be used by the circulating RN to disinfect sensors and keyboard/mouse after x-rays are complete.

End of Procedure (*Any item which is patient contaminated must be cleaned with disinfectant wipe)

- 1) With circulating RN, count all items listed on the dental count sheet.
- 2) Place used instruments and crowns in basin.
- 3) If local was used, place needle in red sharps container. If lidocaine carpule is empty, dispose in red sharps container. If lidocaine medication remains in carpule, dispose in black container.
- 4) Perform hand hygiene, **DON CLEAN GLOVES** and place multiple disinfectant wipes on supply cart to use on syringes and curing light.
- 5) If needed, use carmalt from dental instrument tray to remove needle and applicator tips from syringes and, place in red sharps disposal. Drop syringes out of sleeve onto a disinfectant wipe.
- 6) Remove sleeve from curing light and place curing light on disinfectant wipe.
- 7) Remove sleeves from air/water.
- 8) Remove mayo stand covers.
- 9) Disinfect handpieces with disinfectant wipe to remove blood and/or debris. Leave items wrapped in clean disinfectant wipe and place used handpieces in instrument pan.
- 10) Disinfect A-Dec and all cords.
- 11) Remove gown and gloves and perform hand hygiene.

PERFORM HAND HYGIENE, DON CLEAN GLOVES

- 1) The following items will need to be disinfected:
 - Syringes (remove plastic from any syringes not used)
 - Curing light; return to charger
 - All multi use containers on clean cart

- Supply cart
- Dental x-ray machine
- Chairs
- A-Dec and all cords

- 2) Place **new** disinfectant wipes around handpiece attachments for a minimum of 3 minutes.
- 3) Perform hand hygiene.

End of Day

- 1) Fill water bottle on A-Dec with sterile water.
- 2) Return equipment to storeroom at end of day, if needed.

Definitions

Antiseptic: a germicide used on skin or living tissue for the purpose of inhibiting or destroying microorganisms (e.g. alcohols, chlorhexidine, chlorine, hexachlorophene, iodine, chloroxylenol [PCMX], quaternary ammonium compounds, and triclosan) (Centers for Disease Control, 2003).

Asepsis: process of keeping away disease-producing microorganisms (AORN, 2014).

Aseptic technique: methods by which contamination with microorganisms is prevented (AORN, 2014).

Hand hygiene: general term that applies to handwashing, antiseptic handwash, antiseptic hand rub, or surgical hand antisepsis (Centers for Disease Control, 2003).

Restricted area: includes the OR and procedure room, the clean core, and scrub sink areas (AORN, 2014).

Semirestricted area: includes the peripheral support areas of the surgical suite and has storage areas for sterile and clean supplies, work areas for storage and processing instruments, and corridors leading to the restricted areas of the surgical suite (AORN 2014).

Subungual: under the nail (e.g., fingernail) (AORN, 2014) (refer to clinical standard D-120.1 Surgical Hand Hygiene).

References

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