

# Certification Overview for Local School Dental Sealant Programs

April 8, 2016  
Webinar



## Housekeeping

Thank you for joining us today –  
we really appreciate it!

- This webinar is being recorded, please mute your phones to avoid background noise.
- If you have any technical issues during the webinar, please type your issue into the chat/questions feature.
- Please do not put your phone on hold or take a call on another line during the webinar! Hang up and rejoin if necessary.
- Audio test



## Housekeeping

- The webinar recording and all of the draft presentation documents will be uploaded to the OHA website by April 15, 2016.

<http://www.healthoregon.org/sealantcert>

- There will be several stopping places after each section where I will ask for questions.
- Please feel free to type a question at any time into the chat/questions feature, and it will be answered during one of the question breaks.



## SB 660 Mandatory Certification

- Every Local School Dental Sealant Program must be certified before dental sealants can be provided in a school setting beginning for the 2016-17 school year.
- A Rules Advisory Committee (RAC) assisted in drafting the rules language.
- Final Administrative Rules, OAR 333-028, were effective January 29, 2016. The official language can be found online at:

<http://www.healthoregon.org/sealantcert>

- There are more requirements and new processes for certification than voluntary certification.



## Summary of Certification Requirements

- Coordinating representative must attend the one-time certification training provided by the OHA Oral Health Program.
  - You most likely have already met this requirement.
  - 2 more certification trainings being offered this spring.  
4/29 in Wilsonville & 6/3 in Grants Pass
- Annual clinical training must be provided to all providers rendering care within their scope of practice in a school setting.
  - Local sealant program may create their own training; or
  - Attend the OHA training being offered in August (TBD)



## Summary of Certification Requirements

- Programs must contact CCOs operating in the community before they initially contact any school to offer services.
  - OHA will provide CCOs with a list of schools being served and targeted based on the application form.
  - CCOs will work with OHA to sort out duplication of services.
  - OHA will hold a webinar with key contacts from each CCO and provide them with a decision-making tool.
- Medicaid encounters must be entered into the Medicaid system.
  - This requires a contract with a CCO and/or DCO.



## Summary of Certification Requirements

- Elementary and middle schools with 40% or greater FRL must be targeted first.
- Screening and dental sealant services, at a minimum, must be offered to all students with parental/guardian permission regardless of insurance status, race, ethnicity or socio-economic status.
- Services must be offered, at a minimum, to elementary school students in 1<sup>st</sup> and 2<sup>nd</sup> grades or 2<sup>nd</sup> and 3<sup>rd</sup> grades.
- Services must be offered, at a minimum, to middle school students in 6<sup>th</sup> and 7<sup>th</sup> grades or 7<sup>th</sup> and 8<sup>th</sup> grades.



## Summary of Certification Requirements

- A plan to increase parental/guardian permission return rates must be developed and implemented.
- Dental equipment must be used on school grounds during school hours.
- Parent/guardian permission forms must include a medical history.
- Providers must use the four-handed technique to apply sealants in elementary schools.
- Providers must use the two-handed technique using an Isolite or equivalent OHA approved device or the four-handed technique to apply sealants in middle schools.



## Summary of Certification Requirements

- Resin-based sealants must be applied.
- Comply with all scope of practice laws as determined by the Oregon Board of Dentistry.
- Comply with Oregon Board of Dentistry oral health screening guidelines.
- Comply with infection control guidelines established in OAR 818-012-0040.
- Comply with HIPAA and FERPA requirements.
- Classroom time must be respected, and demands placed on school staff must be limited.



## Summary of Certification Requirements

- Retention checks must be conducted at one year for quality assurance.
- Annual data report must be submitted to the OHA Oral Health Program.
  - Aggregate-level data will be required for each school.
  - Data report must be submitted before applying for renewal certification.
- Certification logo must be included on all parent/guardian permission forms and written communication to schools, or the schools are provided with a letter by the OHA Oral Health Program regarding certification.



## Any Questions So Far?



## Initial Certification Process

- Apply for Initial Certification online.
  - Available in early May 2016 at <http://www.healthoregon.org/sealantcert>
  - Manual on how to complete the electronic form
- Each organization will have its own unique log-on.
  - Directions will be posted on the website.
  - You will have the ability to update information on the application form throughout the school year.
- Each local school dental sealant program must apply.
  - There is a place on the application form to indicate if you collaborate with another organization.



## Initial Certification Process

- Your submitted application will be reviewed within 15 days of receipt to determine whether it is complete.
  - If it is complete, the OHA Oral Health Program will review it to determine if it meets certification requirements described in OAR 333-028-0320.
- Your application will either be deemed:
  - Certified
  - Provisionally Certified
  - Denied



## Initial Certification Process

### Certified

- Program Coordinator/Contact Person will receive a letter from OHA indicating the certification status is effective for the certification year of August 1 – July 31.
- OHA will provide you with either:
  - Certification logo to put on all parent/guardian permission forms and written communication to schools; or
  - A letter to the schools that you will provide to them.



## Initial Certification Process

### Provisionally Certified

- Designation will be allowed for programs that submit a waiver and are out of compliance on these rules only:
  - Medicaid encounters must be entered into the Medicaid system.
  - A plan to increase parental/guardian permission return rates must be developed and implemented.
  - Retention checks must be conducted at one year for quality assurance.
- All other rules are required for certification.

**No exceptions!**



## Initial Certification Process

### Provisionally Certified

- You must submit a waiver to OHA Oral Health Program and include these items:
  - Explanation of non-compliant requirements
  - Plan for corrective action
  - Date for meeting compliance
- You can still operate in a school under provisional certification.
- OHA will provide you with a provisional certification letter to the schools that you will give them.



## Initial Certification Process

### Denied

- OHA will mail a non-certification letter to the schools you indicated that you are serving.
- Schools are advised not to allow a program to provide services in their school until the program goes through the certification process.
- You must re-apply for initial certification once you can meet the requirements.



## Any Questions?

### Review Initial Application Form

- Word Template
- Electronic Template
- All templates are in draft format until they are released.



## During the Certification Year

- You must continually update the list of schools you are serving:
  - Log back into the “Initial Certification Application Form”
  - Add new schools to the list if you plan to serve or target them
  - Switch a school from “targeting” to “serving”
  - Remove schools if you no longer plan to target or serve them\*

\* If your program terminates services for a scheduled school during the certification year, then you must notify the OHA Oral Health Program and CCOs operating in your community by email.



## Verification Process

- A representative sample of schools will be reviewed each certification year.
- A program will have at least 20 days advance notice before a review will occur.
  - OHA will work with you on schedules.
- Some items will be verified before a site visit is conducted.
- Site visit at a school:
  - Please do not do anything special for this visit.
  - Our goal is not to interfere with the delivery of services.



## Verification Process

- An exit interview may be conducted immediately after a review is completed:
  - Preliminary findings will be presented.
  - You will have 10 working days to submit additional information in response to the preliminary findings.
- Within 4 weeks of the site visit, OHA will provide a program with a written report of findings.
- If deficiencies are found, then OHA may find a program to be out of compliance.



## Any Questions?

### Review Site Visit Tool

- All templates are in draft format until they are released.



## Out of Compliance During Certification Year

- You must notify OHA within 10 working days of any change that brings your program out of compliance with the certification requirements.
- You must submit a waiver to OHA Oral Health Program and include these items:
  - Explanation of non-compliant requirements
  - Plan for corrective action
  - Date for meeting compliance
- OHA will review the waiver request and inform you of approval or denial within 10 days of submission.



## Out of Compliance During Certification Year

- Services may be provided until a determination has been made on the waiver request.
- If the waiver is approved, your program will be provisionally certified.
- If the waiver is denied, then OHA may:
  - Require an updated waiver request.
  - Issue a written warning with a timeline for corrective action.
  - Issue a letter of non-compliance with notification of a suspension or decertification status.



## Out of Compliance During Certification Year

- If a program has been suspended:
  - OHA will notify applicable CCOs and schools that your program has been suspended.
  - Dental sealants cannot be provided in a school setting.
  - A suspension may be lifted once OHA determines that compliance has been satisfactorily achieved.
  - OHA will notify applicable CCOs and schools that your program's suspension has been lifted.



## Out of Compliance During Certification Year

- If a program has been decertified:
  - OHA will notify applicable CCOs and schools that your program has been decertified.
  - Dental sealants cannot be provided in a school setting.
  - A program that has been decertified may be reinstated after reapplying for certification.



## Renewal Certification

- Programs must apply for renewal certification no later than July 15th of each year.
- The data report must be submitted before applying.
- Renewal certification application form is still in development.
  - Electronically submitted
- OHA will notify you of your program's certification renewal status by August 1 of each year.



## Any Questions?

Review Annual Data Report Template

- All templates are in draft format until they are released.



## Any Last Questions?

### Contacts

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