

Candidate Instructions
2012 PROSTHODONTIC EXAMINATION
Council of Interstate Testing Agencies, Inc.

Directions: Candidates are responsible for reading all announcements regarding the administration of the prosthodontic examination, as well as reviewing the candidate examination manual and online tutorials.

Candidates Obtain Instruments and Supplies (7:45 am – 8:00 am)

- 1) You must obtain all instruments, equipment and materials needed to complete the examination by 8:00 a.m.
- 2) Upon entering the clinical simulation laboratory at 7:45 am the candidate is required to put on either a lab coat or clinic smock complete with your Identification Badge, which should be on the outside of the smock where it will be visible to our staff.
- 3) The lab coat and identification badge must be worn at all times in the clinic. If you leave the clinic you should remove your smock but keep your candidate badge on as you exit and re-enter the laboratory.
- 4) No cell phones, pages or other electronic devices are allowed in the clinic. Should you need to make a call, please step outside of the clinic area.
- 5) Circulating on the laboratory floor will be Clinic Floor Examiners who will assist in the administration of the examination. They may be referred to as CFE's. They will assist you and answer questions you may have regarding the examination and its protocols.
- 6) Only materials from the CITA manual, materials published on the CITA website, or materials given to candidates by CITA are allowed in the clinic. Any other written materials are not allowed in the clinic area. Any screw drivers should be turned in at the front of the clinic and you may collect them at the end of the clinic.
- 7) At 8:00 am the Prosthodontic Set-Up time will begin.

Prosthodontic Set-Up (8:00 am – 8:30 am)

- 8) Have the Prosthodontic Progress Form out on the table top and check to ensure that your three digit candidate number is on the Progress Form.
- 9) Candidates will take impressions or registrations or bite stints during the set-up time. These impressions will be taken after the clinic time Set Up period begins. Any impressions or registrations or bite splints taken during the Set Up period or during the course of the examination will be collected and retained by CITA at the end of the examination and may not be taken from the clinic by any candidate. It is the candidate's responsibility to turn in all impressions, registrations or bite stints. Failure to do so will

result in failure of the examination.

- 10) CITA staff will distribute your typodont during the Set Up period. When you receive it, do not open your typodont box, but look at the top of the typodont box and confirm that your candidate number appears on the top of the box. If it does not, inform a CFE immediately. Once instructed to open up your typodont box, check to ensure that your candidate number appears on the label affixed to the upper full arch carrier tray. Make sure the number is your candidate number. If it is not, immediately notify a CFE.
- 11) Verify that the full arch carrier tray present in your typodont is the carrier tray to be used for the prosthodontic procedure. It is your responsibility to verify that the carrier tray is correct. Once the examination begins, you will NOT be allowed to change out your carrier tray. If you do not have the correct carrier tray, immediately notify a CFE.
- 12) Next verify that all teeth in the full arch carrier tray and the tissue areas of the carrier tray are free from defect and/or damage. This inspection must include teeth and tissue areas, in and around the teeth and tissue areas on which you will be performing procedures AND those teeth and tissue areas in the contra lateral side of the arch, as well as the opposing arch. If you observe any defect/ damage you MUST contact a clinic floor examiner and they will either replace those defective/damaged items or note their condition on your Progress Form so that those areas of defect/damage will not be scored as deficiencies in your candidate performance. **It is your responsibility to insure that all teeth and tissue are free from defect/damage as once the clinic period begins, any areas of defect/damage will be considered and graded as having been resultant to candidate performance.**
- 13) You should not, at any time, remove the teeth from the carrier trays or the carrier trays from the typodont unless instructed to do so, and in the presence of a clinic floor examiner.

Completion of Procedures

- 1) You will have 3 hours to complete the prosthodontic portion of the examination.
- 2) All sterilization/infection control procedures must be followed when clinic begins. If you drop an instrument you should raise your hand and have a CFE come to your station. Inform the CFE that your instrument is no longer sterile and the CFE will instruct you as to how you will re-establish a sterile environment. Alcohol wipes can be found at the supply station and are used for this purpose only.
- 3) Patient operator position must be followed when clinic begins.
- 4) If you have the need to visit the restroom, you may do so without seeking CFE approval. No materials, other than a personal handbag, may leave the laboratory area.
- 5) Candidates may do any of the procedures in the order of their preference.
- 6) As a candidate you should not, at any time, remove the teeth from the carrier tray or the carrier trays from the typodont unless instructed to do so, and in the presence of a clinic floor examiner.

Check-Out

- 1) At 11:30 a.m., the end of the clinic period will be announced and you will be expected to immediately stop all work on all teeth. Continuing to work past the announced end of clinic will result in failure of the prosthodontic procedure.
- 2) When you are ready to check out, wipe the teeth and tissue with water to remove any tooth dust and dry the tissue and teeth with air spray. You may wipe the teeth and tissue with a gauze pad and water. Again, do **not** wipe them with alcohol, eugenol or other cleaning agent.
- 3) Have the Progress Form on the desktop and raise your hand when you are finished cleaning the tissue and teeth. Do not remove the teeth from the carrier tray or the carrier trays from the typodont until instructed to do so by a CFE.
- 4) If this is the only portion of the CITA examination you are taking, you will turn in your identification badge, without the badge holder, at the conclusion of the examination.
- 5) If you are taking the afternoon endodontic portion of the examination, upon completion of the morning session, all candidates will have one hour for lunch. All candidates taking the afternoon endodontic examination should return promptly to the clinic and be ready to obtain instruments and supplies and receive announcements related to that session at 12:45pm.