

of explorer-detectable subgingival calculus. Candidates are strongly encouraged to utilize teeth within the same quadrant and in no event shall the candidate utilize more than two quadrants when selecting those teeth. The twelve surfaces of calculus which will be identified in the treatment grid will therefore, be limited to one (1) quadrant or at most two (2) quadrants as specified above. **The Patient Selection** procedure is evaluated based on whether the patient meets the published examination requirements. Candidates will be evaluated on paperwork completion, adherence to radiographic requirements, the presence of required instruments, proper recording of the patient's blood pressure and health history, as well as the treatment selection proposed by the candidate.

In the **Treatment Presentation** procedure, the patient is submitted to the grading Area following paperwork acceptance and the patient is evaluated as to the Oral Assessment, the absence or presence of calculus on the proposed surfaces, an assignment of teeth to be evaluated for supragingival plaque, stain and tartar removal, and a periodontal probing assignment is made by the Grading Area Examiners.

The last portion of the Periodontal examination involves **Treatment Evaluation**, during which time the patient is evaluated for Supragingival Plaque/Stain Removal, Subgingival Calculus removal, Periodontal Probing Depth measurements and overall Tissue Management.

The candidate is required to remove the supragingival plaque, stain and calculus from all teeth contained in the quadrant(s) which have been listed on the treatment grid by the candidate. From the quadrant, or at most two quadrants, articulated by the teeth selected in the treatment grid, the examiners in the grading area will then identify five (5) teeth for evaluation of supragingival deposit removal. Those teeth which have been identified for supragingival deposit removal will be listed on the candidate's Treatment Evaluation Grading Area request form, which is returned to the candidate subsequent to the patient's treatment evaluation conducted in the grading area during the second evaluation session.

For each error in **EITHER** Calculus Detection or Calculus Removal, the candidate will receive point deductions assigned for that assessment. For the Treatment Presentation procedure, the candidate's performance is evaluated as to whether calculus is presented on the selected surfaces and for proper completion of the Oral Assessment. For the Treatment Evaluation procedure, the candidate's performance is evaluated as to whether calculus, determined originally present on selected surfaces, has been removed, whether plaque/stain also has been removed from the five teeth assigned to be graded, and whether pocket depth measurements were accurate +/- 1.0 mm on the designated teeth.

#### **4. Examination Content and Scoring**

The Periodontal Examination consists of three procedures, (a) Patient Selection (b) Treatment Presentation; and (c) Treatment Evaluation. Candidates must complete the entirety of the Periodontal Examination within the allotted three and one half hour clinic period.

### a) Patient Selection

The **Patient Selection** portion of the examination will begin thirty minutes after the Set Up period. The Patient Selection procedure is evaluated based on whether the patient meets the published examination requirements regarding patient selection and the proper completion of **all** required patient paperwork.

Failure to properly complete all paperwork and/or present teeth and/or calculus which comports with published criteria will result in patient rejection and penalty point assessments as outlined in **Table 1** on the subsequent page.

Failure to successfully complete the Patient Selection portion of the Periodontal Examination per the published guidelines and requirements will result in the termination of the candidate's participation in the examination.

The patient's blood pressure must be taken the day of the examination. Failure to take and record the patient's blood pressure the day of the examination will result in penalty points being assessed to the candidate. Listing the patient's blood pressure on the health history, and not taking the blood pressure on the day of the examination, is a breach of examination protocol and **MAY BE CAUSE FOR DISMISSAL FROM THE EXAMINATION.**

In addition, the candidate is required to present all required instruments necessary for the examination during the Patient Selection Evaluation and treatment evaluation in the Grading Area. Failure to submit the required instruments to the grading area when submitting a patient for Treatment Selection and/or Treatment Evaluation is a five (5) point penalty per occurrence.

<b>Table I Treatment Selection Rejection Point Deduction</b>		
<b>TREATMENT SELECTION ERRORS</b>	<b>Point Deductions</b>	<b>Penalty points are assessed for treatment selections that do not meet the described criteria.</b>
<b>First Rejection</b>	6	Six (6) points for the first rejection
<b>Second Rejection</b>	8	Eight (8) points for the second rejection
<b>Third Rejection</b>	12	Twelve (12) points for the third rejection

### b) Treatment Presentation

In the **Treatment Presentation** procedure, points are deducted from the candidate's score for calculus detection errors and for errors in the assessment of the patient in the Intra/Extra Oral Examination. Failure to properly define existing patient extra/intra oral conditions, and/or to improperly list calculus on surfaces of teeth submitted in the Treatment Selection Evaluation Form grid, will result in the loss of points as itemized in **Table II** on the subsequent page.

## 6. Supragingival Calculus, Plaque and Stain Removal

All supragingival calculus, plaque, and stain must be removed from the coronal surfaces of the teeth within those quadrant(s) which are articulated by the teeth which have been listed in the treatment grid by the candidate so that the non-decalcified surfaces are visually clean when air-dried and tactilely smooth upon examination with a #11/12 explorer. As previously noted, the use of disclosing solution is **NOT** permitted.

## 7. Oral Examination

The Oral Assessment Form should NOT be completed prior to the examination. Candidates will be required to complete the Oral Assessment examination **after** their patient has been approved.

### Performance Criteria and Minimal Competency Level

The candidate must record the condition and location of any tissue or feature which demonstrates those significant findings that are identified on the form and described below: (see Glossary for definition of terms).

#### **EXTRA-ORAL**

- (1) Examine and palpate the HEAD, FACE and NECK for any lesions, asymmetry, swelling, infected facial piercings or palpable nodules, which may include a raised mole.
- (2) Palpate LYMPH NODES for any evidence of tenderness, hardness, non-mobility or enlargement.
- (3) Examine the function of the TEMPOROMANDIBULAR JOINT for evidence of discomfort, restricted opening, audible or palpable symptoms.

The image shows a portion of the 'DENTAL ORAL ASSESSMENT FORM'. The 'EXTRA-ORAL' section is highlighted in yellow. It includes a table with columns for 'Findings' and 'Record Condition and Location'. The table has four rows, each with a checkbox for 'No Abnormalities'.

Findings	Record Condition and Location
A. Head, Face, Neck and Lymph Nodes Palpate, examine visually, anterior view palpate, examine visually, posterior view palpate, examine visually, lateral view palpate, examine visually, inferior view	<input type="checkbox"/> No Abnormalities
B. TMJ Assess: audible or palpable symptoms	<input type="checkbox"/> No Abnormalities
C. Temporomandibular Joints Palpate, examine visually, anterior view palpate, examine visually, posterior view palpate, examine visually, lateral view palpate, examine visually, inferior view	<input type="checkbox"/> No Abnormalities
D. Tongue Palpate, examine visually, side of tongue palpate, examine visually, anterior view palpate, examine visually, posterior view palpate, examine visually, inferior view	<input type="checkbox"/> No Abnormalities
E. Floor of Mouth/Alveolar Pockets Palpate, examine visually, anterior view palpate, examine visually, posterior view palpate, examine visually, lateral view palpate, examine visually, inferior view	<input type="checkbox"/> No Abnormalities

#### **INTRA-ORAL**

##### **Soft Tissue**

- (1) Examine and palpate the ORAL MUCOSA/ALVEOLAR RIDGE/LIPS for lesions, chemical or physical irritation, exostosis, amalgam tattoo, swelling, intraoral piercings, hematoma, or palpable nodules. Presence of any of these shall be noted.
- (2) Examine and palpate the PALATE and ORAL PHARYNX (including tonsillar pillars). Note the presence of tori, lesions and hematoma, including chemical/physical irritation.
- (3) Examine the TONGUE. Note the presence of hairy tongue, fissured tongue, loss of papilla, geographic tongue, glossitis, piercings, or lesions.

The image shows another portion of the 'DENTAL ORAL ASSESSMENT FORM'. The 'INTRA-ORAL' section is highlighted in yellow. It includes a table with columns for 'Findings' and 'Record Condition and Location'. The table has four rows, each with a checkbox for 'No Abnormalities'.

Findings	Record Condition and Location
A. Head, Face, Neck and Lymph Nodes Palpate, examine visually, anterior view palpate, examine visually, posterior view palpate, examine visually, lateral view palpate, examine visually, inferior view	<input type="checkbox"/> No Abnormalities
B. TMJ Assess: audible or palpable symptoms	<input type="checkbox"/> No Abnormalities
C. Temporomandibular Joints Palpate, examine visually, anterior view palpate, examine visually, posterior view palpate, examine visually, lateral view palpate, examine visually, inferior view	<input type="checkbox"/> No Abnormalities
D. Tongue Palpate, examine visually, side of tongue palpate, examine visually, anterior view palpate, examine visually, posterior view palpate, examine visually, inferior view	<input type="checkbox"/> No Abnormalities
E. Floor of Mouth/Alveolar Pockets Palpate, examine visually, anterior view palpate, examine visually, posterior view palpate, examine visually, lateral view palpate, examine visually, inferior view	<input type="checkbox"/> No Abnormalities

- A clean, metal, unscratched front surface mouth mirror



**Paperwork will NOT be approved until the proper instruments are presented to the examiners.**

The Chief Examiner or a Clinic Floor Examiner will clear all candidates from the clinic in accordance with the published time indicated on the examination schedule. Once the clinic is cleared, the candidate's paperwork and selection grid will be evaluated.

### c. Candidate Paperwork/Instrument Approval

The examiners will check to ensure that all paperwork is completed correctly, required instruments are present and that the patient selected meets examination guidelines.

The Examiner will then evaluate the Treatment Selection Form and confirm that there are six (6) to eight (8) teeth with twelve (12) surfaces of subgingival calculus which have been charted properly on the Treatment Selection Form and are contained within at least one (1) but no more than two (2) quadrants. The candidate must have listed two (2) teeth from the treatment grid that have pocket depths at least 5 mm or more.

The form is titled 'DENTAL TREATMENT SELECTION FORM' and includes fields for Candidate #, Unit #, Office Use Only, and Candidate Identification Number. It is divided into several sections:
 

- A. Patient Selection Evaluation:** A grid for recording patient information.
- TREATMENT SELECTION APPROVED:** A section for the examiner to mark approved treatments.
- TREATMENT SELECTION REJECTED:** A section for marking rejected treatments with reasons.
- B. Poking Depth:** A section for recording pocket depths.
- C. Pocket Depth Measurement Assignment:** A section for assigning measurement tasks.
- D. Intra-Oral Examination:** A section for recording findings from an intra-oral exam, including:
  - A. Periodontium:** Checks for gingivitis, periodontitis, bleeding, recession, etc.
  - B. Occlusion:** Checks for malocclusion, wear, etc.
  - C. Caries:** Checks for cavities, etc.
  - D. Restorations:** Checks for fillings, crowns, etc.
  - E. Soft Tissues:** Checks for ulcers, leukoplakia, etc.
- TREATMENT EVALUATION:** A section for the examiner to mark the final evaluation.

 The form also includes fields for Examiner #1, Examiner #2, and Captain #.

After all candidates' paperwork has been evaluated, candidates will be allowed to re-enter the clinic, at which time they will be informed as to the acceptance or rejection of their paperwork or patient. If the paperwork or patient has been rejected, an Instructions to Candidate Form will have been issued and the candidate will be required to correct the deficiency or submit another patient for approval. **No more than three (3) treatment selections may be submitted.**

The candidate's score will be reduced for each unacceptable treatment selection. If a third treatment selection is rejected, the cumulative point deduction for those three rejections **WILL RESULT IN FAILURE AND DISMISSAL FROM THE EXAMINATION.**

If neither a second nor a third treatment selection is presented after the first rejection, the candidate may not continue with that treatment procedure and will receive a score of "0" for that portion of the examination.

#### **d. Grading Station Paperwork Review**

Upon re-entering the clinic, candidates will have thirty (30) minutes to complete the Oral Assessment Form and transfer the treatment selection information from the Treatment Selection Form to the Treatment Evaluation Form and present to the Grading Area Check-In Station for review and confirmation that the necessary paperwork has been completed for submission of the candidate's patient to the Grading Area. When the paperwork has been reviewed at the Grading Area Check-In Station, if complete, the candidate will receive a Paperwork Acceptance card and they should then return to their operatory. Candidates are NOT to bring their patients to the Check-In Station!

An assistant will come to the candidate's operatory and escort their patient to the Grading Area when there is a chair available in the Grading Area for the initial patient assessment. At the initial patient assessment, Examiners will evaluate the Extra/Intra Oral Exam Assessment, Calculus Detection, and will make an assignment for the teeth which the candidate will probe for the probing aspect of the examination. These assessments are made in the Grading Station by the Examiners on the Treatment Selection Evaluation form.

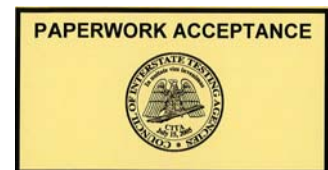
#### **e. Patient Submission**

In order to be guaranteed the full one and one half (1 ½) hours of patient treatment time, the candidate must be in line to receive paperwork review and validation, within the thirty minute period. **This will include candidates who may have had their patients rejected or who may need to correct items and/or paperwork on their existing patient.**

The Candidates will be listed by the Check-In Station on a first come basis. Candidates are NOT to bring their patients to the Check-In Station.

Candidates who have received a Paperwork Acceptance card, and have submitted their paperwork for validation within the thirty minute allotted time will be assigned the full one and one half (1 ½) hours of patient treatment time and will be given a Finish Time accordingly. It is the candidate's sole responsibility to track the time remaining in their assigned finish time.

Any candidate who has not presented to the Patient Check-In Station within the thirty (30) minutes permitted, may present their paperwork for review to the Check In Station after the thirty minute period; however, the candidate's patient will be evaluated after those candidates who have submitted their patient within the allotted time line. Regardless of when the patient returns from the Grading Area, the assigned Finish Time will not extend beyond the published clinic period.



**Candidates may NOT, under any conditions submit a patient to the Grading Station with less than one (1) hour of time remaining in the published clinic period, or the announced clinic period end time, if altered at the testing site by the Chief Examiner.**

Candidates are encouraged to refer to the Candidate Tutorial Booklet received in the confirmation packet for instructions on submitting paperwork for review and validation. A CITA staff representative will check all paperwork and materials and will give the candidate a “Paperwork Acceptance” card. The candidate will then be instructed to return to their operatory and a CITA staff representative and/or assistant will retrieve the patient from the operatory, along with the paperwork and instruments, and will escort the patient to the grading station. Candidates are NOT to bring their patients to the Check-In Station.

**Please note that the Treatment Selection Form will NOT be returned to the candidate after the patient has been submitted to the Grading Station; therefore, it is IMPERATIVE the candidate transfers the information from the Treatment Selection Form to the Treatment Evaluation Forms BEFORE sending their patient to the Grading Station. The Treatment Evaluation form(s) must be completed by placing barcodes on all three sheets. Candidates MUST not transfer the information UNTIL their patient and paperwork have been approved.**

The following items must be sent with the patient to the Grading Station:

- Completed Treatment Selection Grading Room Request Form
- Completed Treatment Selection Form
- Completed Progress Form
- Completed Oral Assessment Form
- Pre-operative radiographs
- Required instruments presented in a sealable container no larger than 10” x 6” x 3.5”
- Patient protective eyewear (personal eyewear is acceptable)
- 2 x 2 gauze

#### f. Grading Station Evaluation (First Trip)

The initial examiner will verify that there are four (4) teeth which are suitable to be probed and will make the pocket depth measurement assignment on the Treatment Selection Grading Room Request Form.

Teeth assigned for probing will be the same teeth as in the Treatment Selection Grid and will include at least two (2) posterior teeth. The Examiner will also evaluate the patient for subgingival calculus detection errors.

**For purposes of this examination, it has been determined that four (4) or more errors in calculus detection will result in an automatic failure of Part IV and a grade of “0” will be assigned and reported in the candidate’s final score report.**

Time spent in the grading station will vary depending on many factors; however, all candidates will receive one and one half (1 ½) hours of patient treatment time subsequent to the patient being returned from the Grading Station, provided they that have submitted their patient to the grading area Check-In Station within the allotted thirty(30) minute time period. **Unless specifically notified otherwise by a CITA Clinic Floor Examiner, the Examination Chief or Co-Chief(s), all treatment must be completed by the end of the assigned examination time period.** The finish time will be assigned on the Treatment Selection Grading Room Request Form and Periodontal Progress Form in the box denoted “Finish Time.”

**The finish time noted on the Treatment Selection Grading Room Request Form and Progress Form is the official Finish Time and will be the time the candidate has for completing treatment of the patient. Any question regarding the candidate’s finish time should only be addressed to the Clinic Floor Examiner, Chief or Co-Chief(s). Any changes to a candidate’s finish time will be made to the candidate’s Progress Form and the Treatment Selection Grading Room Request Form.**

#### **g. Completion of Treatment Evaluation Procedure**

When the patient is returned to the candidate from the Grading Station, as previously mentioned, the candidate’s finish time will be recorded on the Progress Form and Treatment Selection Grading Room Request Form. The finish time will also be posted on a post-it-note that is given to the candidate and will need to be displayed outside of the candidate’s operatory.

The probing depth assignments will be recorded on the Treatment Selection Grading Room Request Form and the candidate will need to be sure to record the pocket depths for the four (4) assigned teeth in the appropriate areas on the Treatment Evaluation Forms. During the clinical examination, the assigned teeth must be probed and all readings recorded by the candidate on the Treatment Evaluation Forms. Treatment should be commenced and continue until it is completed or until the designated finish time.

Candidates **SHALL SCALE ALL SUBGINGIVAL SURFACES** on the six (6) to eight (8) selected teeth, but only the twelve (12) surfaces selected will be evaluated for calculus removal.

Supragingival calculus, plaque, and stain must be removed from ALL surfaces of the teeth within those quadrant(s) which are articulated by the teeth which have been listed in the treatment grid by the candidate as five (5) of these teeth will be selected by the initial examiner and graded by three (3) independent examiners as part of the supragingival deposits (calculus, plaque and stain) removal assessment.

By the stipulated completion time, each candidate should have completed the six (6) sulcus/pocket measurements on each of the four (4) assigned teeth and recorded such findings in millimeters (mm) on the Treatment Evaluation Forms.

**While there is NOT a penalty to the candidate for scaling other teeth in the arch and/or patient's mouth, scaling and polishing areas other than those listed on the treatment selection form is at the sole discretion of the candidate.**

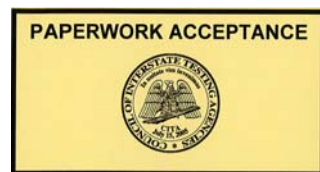
At the end of the candidate's assigned finish time, it is the candidate's responsibility to cease all clinical treatment. The candidate will need to put all instruments and hand-pieces down and sit his/her patient in an upright position and prepare the patient to be sent to the Grading Station for Treatment Evaluation.

**NOTE: IT IS THE RESPONSIBILITY OF EACH CANDIDATE TO MANAGE THEIR TIME, AND TO TRACK THE TIME THEY HAVE REMAINING UNTIL THEIR FINISH TIME. CANDIDATES WILL NOT BE NOTIFIED OF THE TIME THEY INDIVIDUALLY HAVE REMAINING IN THE CLINIC.**

**FAILURE TO CEASE CLINICAL TREATMENT AT THE ASSIGNED FINISHED TIME WILL RESULT IN FAILURE OF PART IV.**

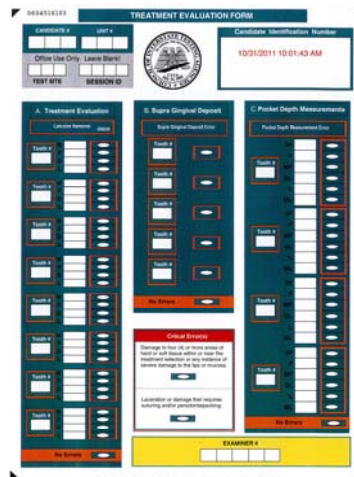
#### **h. Grading Station Evaluation (Second Trip)**

Once the candidate has completed all treatment and is ready to have their patient evaluated, the candidate will then need to submit to the Check-In Station the required paperwork and materials. Candidates are NOT to bring their patients to the Check-In Station. Candidates are encouraged to refer to the Candidate Tutorial Booklet received in the confirmation packet for instructions on submitting paperwork. A CITA staff representative will check all paperwork and material and will give the candidate a "Paperwork Acceptance" card. The candidate will then be instructed to return to their operatory and a CITA staff representative and/or assistant will retrieve the patient from the operatory, along with the paperwork and instruments, and will escort the patient to the grading station.



The following items must be sent with the patient to the Grading Station:

- Completed Treatment Evaluation Grading Room Request Form
- THREE (3) Completed Treatment Evaluation Forms with barcode labels
- Completed Progress Form
- Pre-operative radiographs
- Required instruments in a sealable container, which is no larger than 10" x 6" x 3.5"
- Protective patient eyewear (personal eyewear is acceptable)
- 2 x 2 gauze



The patient must be wearing a **CLEAN** napkin when sent to the Grading Station. While the patient is being evaluated, the candidate must clean and disinfect their operatory.

### i. Examiner Evaluation

The initial Examiner will assign the teeth to be evaluated for the supragingival calculus, plaque and stain removal from the teeth within those quadrant(s) which are articulated by the teeth which have been listed in the treatment grid by the candidate. The initial Examiner I, along with two (2) other independent examiners, will:

- 1) Evaluate subgingival calculus removal from the selected teeth surfaces
- 2) Evaluate supragingival deposits removal (calculus, stain, and plaque removal) from the surfaces on the assigned teeth
- 3) Grade pocket depth measurements on the four assigned teeth
- 4) Evaluate overall tissue condition

The determinations made by the three examiners will be entered on the Treatment Evaluation form.

## 11. Examination Completion Following Examiner Evaluation

Once the patient is returned from the Grading Station, the candidate should check the paperwork to see that all forms have been completed and to note the presence or absence of an Instructions to the Candidate Form which may need to be reviewed with the patient prior to patient dismissal.



The Clinic Floor Monitor **MUST** review with the candidate all paperwork and place their Examiner Number on the Progress Form and give a “Patient Dismissal” card to the candidate prior to final patient dismissal.

## 12. Periodontal Check-Out Procedure

Candidates are encouraged to refer to the Candidate Tutorial Booklet for instructions on the check-out process. The items specified below should be enclosed in the **original Candidate packet** and turned-in at the Check-Out Station in the following order:

1. Identification Badge without the badge holder (if the candidate is NOT taking the Manikin Examination)
2. Assistant Badge without the badge holder (if it is the last examination Part for the candidate)

3. Progress Form
4. Treatment Selection Grading Room Request Form
5. Treatment Evaluation Grading Room Request Form
6. Any Treatment Selection Forms from patient rejections
7. Any extra forms
8. Any yellow Instructions to Candidate Forms