

Start permission rubric

Considerations

Giving a student permission to begin a procedure is very much like giving a member of your own staff permission to work under your direct supervision unless the case is then transferred to another instructor. When you give your permission by swiping your ID card, it means that you accept the responsibility for the student's treatment of that patient during that session.

Start rubric

1. The student should alert the instructor after the huddle of the planned procedure.
2. The student should invite the instructor to their operatory when the patient is seated and the operatory is prepared.
3. The student should introduce the patient to the instructor: "Doctor, this is Mrs. Smith" then the instructor should introduce him or herself to the patient: "Good morning, my name is Dr. Jones, I am here to supervise "student's name" in the fabrication of your crown today. What questions or concerns do you have that I can answer for you today?"
4. Scan the room. Is the student prepared?
 - a) Are all surfaces properly wrapped?
 - b) Does the student have the correct equipment out for the procedure they plan to do?
 - c) Are the student and patient wearing appropriate protective equipment, including safety glasses for the patient and eye protection for the student?
5. Check patient's health history. It is the responsibility of the instructor in that operatory during that session to be sure that the medical history is up to date, approved, signed by the patient, and when necessary, the medical consult tab is filled out and approved (not more than a year old). (Approved is black, unapproved is blue.) Confirm there are not contraindications for treatment, for example, does the patient require antibiotic premedication, is there uncontrolled hypertension, etc.
6. When was the procedure planned? Every patient must have a periodic, transfer, or comprehensive exam at least every 6 months, except if fully edentulous and minimal comorbidities.
 - a) If the patient is overdue for an exam, as the practice coordinator if the procedure should continue
 - b) Review the supporting documentation for that procedure
 - c) Radiographs—the student should have MiPacs up and running before you enter the operatory for that specific patient
 - a. Are the radiographs recent enough per ADA guidelines and of acceptable quality?
 - b. Is there a radiograph that demonstrates the need for the procedure?
7. Look at the In Progress tab. Is the procedure planned correctly? Procedure code? Locations (tooth/ quadrant/ arch)?
8. Is the procedure in Phase? If you are not sure, ask the practice coordinator. The Ethics and Professionalism Committee may have to review the record of students who repeatedly appoint patients for procedures out of phase. Instructors can help students by noting when procedures are out of phase. The student should work with the practice coordinator to either rephrase the procedure or determine which procedure should be done at that appointment.
9. Examine the patient:
 - a) see with your own eyes that the procedure is reasonable (does not need to be the best procedure, only reasonable) for that patient at that time

- b) be certain that the patient knows the procedure that will be done on that day
- c) swipe your card to demonstrate that you give the student permission to proceed. The box on the bottom left of the screen with the student's name in it should now be **green**.