

**MINUTES: Clinical Affairs and Quality Assurance Committee Meeting**

**Date: Wednesday, December 8, 2021**

**Time: Noon-1:00 PM**

**Location: Zoom**



**Present:** Andrew Corsaro F2022 (CAQAC Chair); Olga Luaces F2023 (Vice-Chair); Carlos Soucy F2022; Nick Kaleel (Chair of Infection Prevention Sub-committee) F2024; Nicole Escoffier 2022; Aubrie Zuiderveen 2023; Jonathan Nguyen 2024; Panos Zoidis-current ADCA (ex-officio); Stephen Kostewicz (ex-officio-staff); Richelle Janiec (ex-officio-staff); Kim Dixon-Clinic Administration, Stephanie Grantham- Clinic Administration

**Absent:** Anita Gohel (Chair of Radiography Safety and Quality- teaching a course); Monica Fernandez (Chair of Dental Materials and Devices Sub-committee). Dayane Oliviera F2023, Cesar Migliorati F2024;

AGENDA	Discussion	Action
Welcome	Chair: Andrew Corsaro Call to order at 12:02 PM Quorum Reached	
Approval of Minutes	Review of minutes from 11/10/2021: motion carried to accept as written	Carrie Thurman will post to website
Highlights from Sub-committees	No updates at this time	
Old Business/New Business	Committee Leaders: <b>Update from Committee Leadership:</b> <ul style="list-style-type: none"><li>• Curriculum Committee request for revision to the PTA-CC form: The current form will be retired upon implementation of a new form. The new form will be modeled after the current form, and will be expanded to require</li></ul>	

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	<p>additional specified information.</p> <ul style="list-style-type: none"> <li>• Revision of the Treatment Planning Phasing/Sequencing: DEN6302 is being updated with a new phasing/sequencing model. The new model is a combined and simplified process: <ul style="list-style-type: none"> <li>○ 0 phase= Acute/Systemic - anything needed to start care</li> <li>○ Stabilization Phase (Phase 1) periodontal, restorative fillings, single unit crowns, non-acute endodontic, extraction of hopeless teeth.</li> <li>○ Rehabilitation Phase (Phase 2) tooth replacement, occlusal guard, equilibration,</li> <li>○ Maintenance Phase- periodic oral evaluations and prescribed oral health maintenance/wellness.</li> <li>○ The PTA-DC will occur between Stabilization and Rehabilitation and the PTA-CC will occur after Rehabilitation.</li> </ul> </li> </ul> <p>Question 1: When the new diagram/graphic is finalized may we</p>	
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	<p>have copies in the ring binders in each operatory? Answer, this is part of the update process and being planned, once the change is implemented in the course and the diagram finalized, it will be distributed to Clinic Administration for use in the clinics.</p> <p>Question 2: Are all Team Leaders aware of this change? Answer: Yes.</p> <p><b>Update from Clinical Affairs: Richelle Janiec</b></p> <ul style="list-style-type: none"><li>• Clinic Schedule Change: In the spring semester, the clinics will operate from 8:00 AM until noon, and 2:00 PM until 5:00PM, except for Wednesdays when the schedule is 1:30PM-5:00 PM. In the summer semester the plan is to resume the 8:30-Noon and 2:00PM-5:00PM schedule.<ul style="list-style-type: none"><li>○ Clarification 1: Huddle will begin at 8:00 patient care at 8:30</li><li>○ Clarification 2: Patient care ends at 11:30 and 4:30.</li></ul></li></ul> <p>Question 1: Will this be with the condensed huddle format, or will we go back to the full huddle format? Answer: We will continue with condensed huddle format for spring, and give consideration to whether we should resume a full</p>	
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	<p>huddle format in the summer when the juniors are in clinic.          Question to students: Which format do you prefer? Answer: Currently the condensed format is appreciated, but can see value for rising juniors in the summer semester. Students will poll class.</p> <ul style="list-style-type: none"> <li>• 1DN &amp; 2DN Assisting Protocols: Dr. Zoidis (clinic dean) reviewed the Policy for Dental Students Assisting and Shadowing in the Predoctoral TEAM's Clinics with the committee. Richelle shared that we are required to document training of personnel before allowing them to handle sharps in the clinics. Specifically, managing handpieces with burs, assembling-disassembling anesthetic syringes &amp; surgical blades, and handling ultrasonic devices. The DEN5505c course provides basic Infection Prevention, General Safety, and an introduction to Team Dentistry, among other topics. The course is limited to 15 hours which does not allow for a full dental assisting curriculum to be covered.</li> </ul>	
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	<p>For this reason, the students will be permitted to practice the skills they learned during the previous semester when they assist 3DNs and 4DNs in the clinics. See Handout 1.</p> <p><b>Update from IT-</b></p> <ul style="list-style-type: none"><li>• Major update to axiUm in January 2022:<ul style="list-style-type: none"><li>○ Richelle is developing update communication for the various types of axiUm users and this information will be communicated closer to the update.</li><li>○ There are many user enhancements incorporated into this update. Including many that came from our faculty, staff and students.</li><li>○ Major update to Patient Approvals window, making the process more efficient and effective for the approving faculty.</li><li>○ This update required updates to both the Crystal Report software and the MiPACS software- if a workstation did not receive the updates it will still function with our current version of axiUm, but will not allow the workstation to update to our 2022 version of axiUm.</li></ul></li></ul>	
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	<ul style="list-style-type: none"> <li>○ The update will begin on 12/27/21 and the clinics will operate with the contingency record protocols for emergency care until the software update is completed. This may take several days.</li> <li>○ IT is planning as we have with past updates to have amply help available in the clinics on 1/3/22.</li> </ul> <p>Question: Will there be a change to how we access axiUm from home, such as with vmware, will this slow down our access? Answer: The update will begin on the clinic workstations and be rolled out to the workstations within the college before updating the vmware. We anticipate it taking a couple days minimum to update these locations.</p> <ul style="list-style-type: none"> <li>● Demonstrated the newly developed program for matching patients with students who are available for assignment. Explained that this process is completely data driven and relies on</li> <li>● N-Codes? What is the reason for many reports of N-Code usage this semester?</li> </ul>	
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	<p>This could be relative to verifying activities of the seniors as we prepare to meet next week regarding the senior class progress toward graduation.</p>	
<p><b>Student Roundtable</b></p>	<p>Class of 2022:</p> <ul style="list-style-type: none"><li>• Shared concerns regarding sterilization kits, in particular Operative Bur Blocks, Implant Kits and Extraction Kits.</li><li>• Requests for big announcements that are made during huddle also be made publically through email so the seniors on rotation are included in the information loop. The CAQAC chair shared that big announcements from the clinic course directors are always made through the courses, such as the upcoming change in the treatment planning model.</li></ul> <p>Class of 2023:</p> <ul style="list-style-type: none"><li>• Concerns expressed about not being informed of the clinic schedule change that result in patients needing to be rescheduled. Referring to the recent issue where on 11/23 a department asked clinic administration not to schedule any more appointments for their discipline on 12/16&amp;17. Clinic Administration promptly blocked all of the unscheduled chairs in that discipline for those days. Regrettably, they did not inform the</li></ul>	<ul style="list-style-type: none"><li>• Richelle will follow up with central sterilization.</li> <li>• Richelle will analyze what happened and work together with the schedulers and other personnel involved with this occurrence to prevent this from happening again.</li></ul>

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	<p>schedulers who subsequently booked appointments for that discipline into open chairs for another discipline on those dates. Clinic administration accepts responsibility for not informing the schedulers of this request from the discipline. The student rep requested the students also be informed - this is not the usual process, as the students do not have the ability to directly schedule appointments.</p> <p>Class of 2024:</p> <ul style="list-style-type: none"> <li>• SimLab- students complaining that equipment in their station frequently does not work after someone else has used the station. They referred to CE and the Boards as recent users of the stations. The workstation is also shared by a student from another class, the process for reporting issues is to log them with the SimLab manager who in turn evaluates the problem and either corrects the issue or calls dental maintenance. The list is maintained at the front of the sim-lab.</li> </ul>	
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<b>Faculty Roundtable</b>	CAQAC chair shared with the committee to be prepared for a very busy spring semester. The committee thanked Dr. Soucy for his service and wished him well in his new home in Houston.	
<b>Adjourn</b>	Meeting adjourned at 12:52PM	

**NEXT meeting: Wednesday, January 12, 2022 by zoom**