

## **SAMPLE MODIFIED CREDITING PLAN FOR DENTAL HYGIENIST**

In a modified crediting plan, only the Fully Satisfactory level description is required. That means that you may provide only one benchmark, (the one that describes the Fully Satisfactory level), and the evaluator will use that benchmark to interpolate, either up or down, and assign ranking "points" based on the information provided in the resume being evaluated. The benchmark described must include measurable experience and/or education or training, which is directly related to the specific KSA. In addition, if one of the KSAs is more important than the others, that one should be identified by indicating (MI) on the element line. When annotated, the MI KSA score is given triple weight in the ranking process and will be scored at three times the original point value.

(Based on summary duties for Dental Hygienist attached to this crediting plan)

<b><u>ELEMENT 1 - KNOWLEDGE OF DENTAL WORKLOAD REPORTING SYSTEM (MI) (Weighted KSA)</u></b>
<b>SUPERIOR – 3 Points – Extrapolate</b>
<b>FULLY SATISFACTORY – 2 Points</b>
Has experience in a dental office or clinic which included independently coding treatment records and maintaining workload statistics IAW dental workload reporting system.
<b>BARELY ACCEPTABLE – 1 Point - Extrapolate</b>

<b><u>ELEMENT 2 – SKILL IN TAKING DIAGNOSTIC DENTAL X-RAYS</u></b>
<b>SUPERIOR -3 Points (9 Points when triple weighted) – Extrapolate</b>
<b>FULLY SATISFACTORY - 2 Points (6 points when triple weighted)</b>
Has worked in a dental group with 2 or more dentists and independently took diagnostic dental x-rays for the diagnosis of periodontal disease and the presence of calculus. Work included training other dental hygienists and assistants to take dental x-rays.
<b>BARELY ACCEPTABLE - 1 Point (3 points when triple weighted) - Extrapolate</b>

<b><u>ELEMENT 3 - SKILL IN ORAL COMMUNICATION</u></b>
<b>SUPERIOR – 3 Points - Extrapolate</b>
<b>FULLY SATISFACTORY – 2 Points</b>
Skill in communicating with professional dental staff to plan and coordinate the treatment of patients. Demonstrated ability to communicate with patients to provide treatment instructions, motivation, etc., to provide daily oral hygiene care.
<b>BARELY ACCEPTABLE – 1 Point - Extrapolate</b>

## **SAMPLE SUMMARY OF DUTIES FOR A DENTAL HYGIENIST**

**Works for a dentist and is required to independently take diagnostic dental x-rays for the diagnosis of periodontal disease and the presence of calculus.** Serves as a dental hygienist responsible providing routine and advanced prophylactic and therapeutic dental care to normal and periodontal patients. Examines patient's teeth. X-rays surrounding tissues to determine prophylaxis required and extent of abnormal conditions requiring loss in order to determine hygiene needs and to **show patient what is occurring.** Occasionally required to take x-rays. Plans dental hygiene treatment and series of appointments IAW existing conditions and Occupational Health Instructions. **Codes treatment records IAW the American Dental Association codes.** Performs oral prophylaxis and provides therapeutic care for normal patients and those with cases of acute gingivitis and periodontal disease. Provides thorough supra and subgingival scaling to remove all traces of calculus deposits, accretions and stains from teeth thorough use of hand or mechanized instruments. Performs deep scaling and root planing of deep pockets and to smooth root surfaces by removing soft cementum. Treats abnormal conditions. Polishes teeth. Charts hygiene examination, treatment, progress and OHI information IAW work performed. Maintains workload statistics. Maintains instruments. Observes patients closely for any adverse reactions and initiates appropriate emergency care as necessary to include CPR.