3.3.2.3 Comprehensive Dental Examinations – Mainline Facility (E)

(a) Policy
All California Department of Corrections and Rehabilitation (CDCR) Mainline Facility patients shall be eligible to receive comprehensive dental examinations.

(b) Purpose
To ensure that CDCR patients are eligible to receive timely comprehensive dental examinations at a Mainline Facility. The purpose of the dental examinations shall be for the identification, diagnosis and treatment of dental pathology which impacts the health and welfare of patients.

(c) Procedure
(1) Initial Comprehensive Dental Examination
(A) Within ten business days of arrival at a Mainline Facility all patients shall be notified that they are eligible to receive an initial comprehensive dental examination performed by a dentist. (Reference the Health Care Department Operations Manual [HCDOM], Section 3.3.2.2(c)(2)(E)) for eligibility notification requirements concerning patients who remain on Reception Center (RC) status at an RC for 180 calendar days or longer).

1. The Office Technician (OT) or designated dental staff shall generate and send a notification slip informing patients:
   a. Of their eligibility for the initial comprehensive dental examination.
   b. They must submit a CDCR 7362, Health Care Services Request Form, to receive the examination.

2. The OT or designated dental staff shall schedule patients for an initial comprehensive dental examination within 90 calendar days of the dental clinic receiving a CDCR 7362 from the patient asking for the examination. When this timeframe is not respected, the treating clinician shall document the reason in the progress notes of the health record.

3. The notification slip shall be delivered to the patient through the Institution Interdepartmental Mail or the process used for priority document distribution.

(B) The results of the Mainline Facility initial comprehensive dental examination and the patient’s Dental Priority Classification shall be recorded on CDCR 237-B, Dental Examination and Treatment Plan, and CDCR 237-C, Dental Progress Notes, or CDCR 237-C-1, Supplemental Dental Progress Notes. The initial comprehensive dental examination shall include:

1. Clinically adequate radiographs of diagnostic quality.
   The quantity and periodicity of radiographs shall be determined by a CDCR dentist based on current American Dental Association guidelines.

2. An examination of the head and neck as well as the hard and soft tissues of the oral cavity with a mouth mirror, explorer and adequate illumination, which includes at least:
   a. A cancer screening.
   b. Charting of the patient’s missing teeth, existing teeth, restorations and dental decay.

3. Determination of the patient’s baseline plaque index (PI) score.

4. A Periodontal Screening and Recording (PSR) and/or a Comprehensive Periodontal Examination depending on the PSR results. (Reference the HCDOM, Section 3.3.2.4(c)(1)(A)1.a).

5. A health history. (Reference the HCDOM, Section 3.3.6.1(c)(2)(E)). If in the professional opinion of the treating dentist there is a clinically significant discrepancy between the health history information the patient provides on the CDCR 7443/7444, Dental Health History Record, and the health history information in the Electronic Health Record System (EHRS), the treating dentist may place an order in the EHRS for a ‘Consult to Primary Care Provider’ to obtain clarification.

6. Formulation and documentation of a dental treatment plan.

(C) Patients transferring from one Mainline Facility to another and who have already received an initial comprehensive dental examination at a Mainline Facility, need not be re-examined upon transfer from one CDCR facility to another, except as determined by the attending dentist, or unless they meet the requirements for periodic comprehensive dental examinations as outlined in Section (c)(2)(A) through (C).

(D) Patients who have paroled and are rearrested and who received a comprehensive dental examination at a Mainline Facility within the past six months, need not receive a new comprehensive dental examination, except as determined by the attending dentist.
(E) Patients identified as needing and having requested an initial comprehensive dental examination shall be ducated by the OT or designated dental staff within the mandated timeframe for the procedure to be performed as outlined in Section (c)(1)(A)2.

(2) Periodic Comprehensive Dental Examination

(A) After the initial comprehensive dental examination, all Mainline Facility patients shall be notified they are eligible to receive a periodic comprehensive dental examination by a dentist, every two years (biennially) until the patient reaches the age of 50.

(B) After the initial comprehensive dental examination, all Mainline Facility patients 50 years of age or older shall be notified they are eligible to receive a periodic comprehensive dental examination by a dentist annually.

(C) Patients with certain chronic systemic illnesses or medical conditions that could compromise their oral health shall be notified they are eligible to receive an annual comprehensive dental examination, regardless of their age. These include:
   1. Diabetes
   2. Human Immunodeficiency Virus (HIV)
   3. Seizures
   (Reference the HCDOM, Section 3.3.5.9(c)(3)(C) for further requirements regarding the aforementioned chronic systemic illnesses or medical conditions).

(D) The results of the Mainline Facility periodic comprehensive dental examinations shall be documented as outlined in Section (c)(1)(B). In addition, documentation may require the use of CDCR 237-B-1, Supplemental Dental Examination and Treatment Plan. (Reference the HCDOM, Sections 3.3.5.5(c)(6) and 3.3.6.1, Appendix 1, Approved CDCR Dental and Medical Forms). The periodic comprehensive dental examination shall include:
   1. Procedures listed in Section (c)(1)(b)1 through 2.
   2. Updated charting of the patient’s periodontal status by completing a PSR and/or a Comprehensive Periodontal Examination depending on the PSR results.
   3. Re-evaluation of the patient’s PI score.
   4. A review and update of the health history. (Reference the HCDOM, Section 3.3.6.1(c)(2)(E)).
   5. Updated charting of the patient’s existing dental restorations and decay.
   6. Updated charting of a dental treatment plan.

(E) The OT or designated dental staff shall:
   1. Generate and send a notification slip informing patients:
      a. Of their eligibility for the periodic comprehensive dental examination.
      b. They must submit a CDCR 7362 to receive the examination.
   2. Notify patients of their eligibility for an annual or biennial periodic comprehensive dental examination based on the date of the last comprehensive dental examination as indicated on the CDCR 237-B, or the anniversary date of the patient’s last exam notification date.
   3. Send the notification slip no later than 60 calendar days before the anniversary date of the patient's most recent comprehensive dental examination as indicated on the CDCR 237-B, or the anniversary date of the patient’s last exam notification date, whichever is more recent.
   4. Ensure the notification slip is delivered to the patient through the Institution Interdepartmental Mail or the process used for priority ducat distribution.

(F) The annual or biennial periodic comprehensive dental examinations shall be completed within 90 calendar days of the dental clinic receiving a CDCR 7362 from the patient asking for the examination. When this timeframe is not respected, the treating clinician shall document the reason in the progress notes of the health record.

(G) If a patient submits a CDCR 7362 requesting a periodic comprehensive dental examination greater than 30 calendar days before the date when they are eligible, a CDCR dentist shall send a written response informing the patient when to submit a request.

(3) If a patient refuses the initial or periodic comprehensive dental examination, a CDCR 7225-D, Dental Refusal of Examination and/or Treatment, must be completed and signed by the provider and the patient. (Reference the HCDOM, Section 3.3.5.7(c)(6) for other requirements concerning a refusal).