

DENT 323 & DENT 423

Please follow the directions below when you are on Exo Clinic:

- Get room ready
- Check at reception (B3.131) if patient has arrived (referral form will be on counter if he/she has arrived)
- Get chart from B3.119 (if I'm away, B3.131 will have them)
- Review chart with Instructor/Supervisor
- Call patient and usher into room
- Make sure Consent Form is read and signed by patient
- Make sure your evaluation forms are completed and signed by Instructor/Supervisor (*1 per student per patient*)
- Chart returned to room where you picked it up from - *Not to Nancy at the Front Desk*
- Ready room for next patient
- ***PLEASE MAKE SURE THAT ALL SHARPS ARE DISPOSED OF PROPERLY, NOT RETURNED ON TRAY. This includes blades, needles, and sutures. They've been left before for OMFS nurses to clean up and this creates a safety hazard, as it's a well-known practice that ALL SHARPS are removed from trays before the doctor leaves the room.***

***** Please leave room clean and proper (the way you found it) when you have finished your rotation *****

Thank you for your cooperation,

Susan



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