

The Connecticut Association of School Based Health Centers

[www.ctschoolhealth.org](http://www.ctschoolhealth.org)

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# **GUIDE TO CONNECTICUT SCHOOL BASED DENTAL SERVICES**

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## Introduction

Tooth decay remains prevalent as the single most common chronic disease of childhood. The need for oral health care is the most severely unmet health care need among children and adolescents, and is often the cause of unnecessary pain and suffering.<sup>1</sup> The consequences of oral health decay or dental caries can contribute to increased school absenteeism, and is one of the top five reasons that leads to chronic absenteeism among youth of all ages. Dental disease is a chronic problem among low-income and vulnerable populations – untreated decay disproportionately impacts youth of color.<sup>2</sup>

The most effective way to treat dental caries is to prevent them from occurring. Prevention and regular dental care can make the greatest impact on the reduction of dental disease, and for many children and families, difficulty accessing care stands as the greatest barrier to oral health. Making oral health services available at school enables students to more easily access a broad range of services in a safe, familiar environment, usually at minimal or no cost to students and their families. School attendance and classroom seat time are increased. Barriers to care including transportation, missed parent work time, difficulty obtaining appointments after school hours, and lack of or inadequate dental insurance are minimized with the delivery of oral health services in the school setting. In particular, the addition of dental services to School Based Health Center (SBHC) programs ensures that students receive care that is coordinated between school based health center medical providers, school based dental providers, and community oral health professionals.

The purpose of this manual is to provide you with information about the procedures and standards for designing and operating school based dental services within your community. Depending on the administrative oversight and sponsoring organization of your school based health center or dental program, policies and procedures may vary. The contents of this manual are a basic framework to help you during the early stages of planning a school based dental program through the first year or two of operations.

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<sup>1</sup> Newacheck, PW, McManus M, Fox HB, Hung YY, Halfon N 2000. Access to health care for children with special health care needs. *Pediatrics* 105(4): 760-766

<sup>2</sup> U.S. General Accounting Office. 2000. Oral Health: Dental Disease Is a Chronic Problem Among Low-Income and Vulnerable Populations. Washington, D.C.:U.S. General Accounting Office

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# Connecticut Association of School Based Health Centers

The Connecticut Association of School Based Health Centers, Inc. (CASBHC) is the single formalized entity that represents school based health centers in Connecticut, and gives a voice to the children and adolescents that benefit from the medical, mental health, and oral health care services provided in their schools. From its beginnings in 1994, CASBHC has matured to become a leader in all aspects of school based health care including strategic development, recruitment and retention of staff, financial viability, clinical care, and administrative operations. CASBHC has a strong history of advocating on behalf of the health care needs of Connecticut's school-aged children, and has garnered the support of educators, health care organizations, legislators, and community supporters that recognize the unique access to health care provided by school based health centers.

Vision: All children are healthy and achieving at their fullest potential.

Mission: The Connecticut Association of School Based Health Centers is an advocacy and networking organization committed to increasing access to quality health care for all children and adolescents in Connecticut schools.

We invite you to become a member of CASBHC. The benefits of membership include:

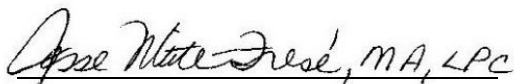
- 1) We advocate for you on state and federal issues
- 2) Training opportunities and expert consultation to new and existing school based health centers (SBHCs)
- 3) Discount fees on training events
- 4) Monthly information and newsletters
- 5) Build local, statewide, and national support for SBHCs
- 6) Representation on statewide committees
- 7) Being connected to a network group of others who care about the health and future of youth in Connecticut and the nation.

For more information about the Association or to contact the Executive Director for information or a professional consultation, visit our website at [www.ctschoolhealth.org](http://www.ctschoolhealth.org) or email [assistant@ctschoolhealth.org](mailto:assistant@ctschoolhealth.org).

Connecticut Association of School Based Health Centers, Inc.

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Jesse White-Fresé  
Executive Director

## Department of Public Health & State Programs Call List

AIDS and Chronic Diseases	(860) 509-7801
AIDS Health Care and Support Services	(860) 509-7806
Women, Infants and Children (WIC)	(860) 509-8084
Lead Program	(860) 509-7299
Immunization Program	(860) 509-7929
Healthcare Facilities/Organizations	(860) 509-7400
Healthcare Facility Licensing Processing	(860) 509-7444
Facility Licensing & Investigations: General Information	(860) 509-7407
Adolescent and Child Health	(860) 509-8074
Sexually Transmitted Diseases	(860) 509-7920
Laboratory	(860) 920-6500
Nutrition	(860) 509-7803
Obesity	(860) 509-8251
Oral Health	(860) 509-7382
Maternal and Child Health	(860) 509-8074
Children and Youth with Special Health Care Needs	(860) 509-8074
Asthma	(860) 509-7751
Department of Children & Families	(860) 550-6300
Department of Environmental Protection	(860) 424-3000
Department of Developmental Services	(860) 418-6000
Department of Mental Health and Addiction Services	(860) 418-7000
Office of Policy and Management	(860) 418-6200
Office of Health Care Access	(860) 418-7001
Infectious Diseases	(860) 509-7995
Office of Health Strategy	(860) 331-2462

## School Based Dental Program Checklist

<b>READINESS CHECKLIST</b>	
Equipment and supplies purchased	<input type="checkbox"/>
Equipment inspected prior to use	<input type="checkbox"/>
Dental Policy and Procedure Manual completed and on-site	<input type="checkbox"/>
Memorandum of Understanding (MOU) has been signed by school(s)	<input type="checkbox"/>
Dental Director identified, credentialed, oversight detailed in Policy Manual	<input type="checkbox"/>
Electronic Health Record/dental practice management in place/staff trained	<input type="checkbox"/>
Enrolled in CT Medical Assistance Program	<input type="checkbox"/>
Obtained a Medicaid Provider number	<input type="checkbox"/>
School Dental Program providers are enrolled in Medicaid	<input type="checkbox"/>
Obtained National Provider Identification number for organization	<input type="checkbox"/>
Obtained National Provider Identification number for providers	<input type="checkbox"/>
School Dental Program providers credentialed with private insurance plans	<input type="checkbox"/>
Completed Outpatient Clinic License Application form and attachments	<input type="checkbox"/>
Provided Certificate of Malpractice and Public Liability Insurance	<input type="checkbox"/>
Completed Local Fire Marshal's Certificate	<input type="checkbox"/>
Arranged Outpatient Clinic License inspection at the delivery site	<input type="checkbox"/>
Log sheets developed and available onsite	<input type="checkbox"/>
List of available dental homes with contact information available for families	<input type="checkbox"/>
Enrollment forms available in multiple languages	<input type="checkbox"/>
Marketing Materials completed in multiple languages as needed	<input type="checkbox"/>
Other Items	<input type="checkbox"/>