

Program Advisory Committee Meeting Minutes

Dental Health Services

December 6, 2013

9:00-11:00 a.m.

DH Room 118

ITEM 1 Welcome and Introductions – Nancy Zinser

Discussion:

Nancy Zinser, Associate Dean Health Science, facilitated introduction of Program Advisory Committee Members, to include student members, and DHS program faculty/staff.

ITEM 2 Clarification of Advisory Committee name; Program Advisory Committee (PAC)- Sharon Masiarczyk, PAC Chair, and Department Chairs, Professors Bradshaw and McCauley

Discussion:

Palm Beach State College refers to Business Partnership Councils (BPC) and per ADA, Dental Assisting and Dental Hygiene Educational Accreditation Standards, the Dental Health Services Programs have a joint Program Advisory Committee which requires, **“There must be an active liaison mechanism between the program and the dental and allied dental professions in the community.”** While similar to some of the goals, and objectives outlined in the Palm Beach State College Partnership Council Handbook, **the Intent of PAC per ADA CODA:**

- **The purpose of an active liaison mechanism is to provide a mutual exchange of information for improving the program, recruiting qualified students and meeting employment needs of the community.**
 - The Dental Assisting and Dental Hygiene ADA CODA site visit is scheduled for December 3, 4, and 5, 2014. PAC members are scheduled to meet with the ADA CODA site visitors for lunch scheduled for Wednesday December 3, 2014.
 - Questions as to funding source for providing lunch for ADA CODA Site Visitors meeting with PAC Members.
- Difficulty for required categories of community PAC Members to participate in meetings; interruption to work schedules impedes production for offices/facilities and impacts individuals daily salary rates.
- Confusion with receipt of letter from the college (president and provosts office) and provides less than anticipated response regardless of pre and post follow up contact by programs.

Data source consulted (where appropriate)

ADA CODA Standards

Palm Beach State College Business Partnership Council Handbook

Action:

- Tami Miller moved that the minutes from the PAC Meeting on December 7, 2012 be approved; motion seconded by Sharon Masiarczyk; all in favor
- DHS Department will keep PAC Members apprised of ADA CODA site visit
- Identify college process for funding other program accreditation site visits required hospitality expenses
- Any items PAC members would like added to the agenda should be emailed to kuzmireb@palmbeachstate.edu
- Sharon Masiarczyk, PAC Chair, along with members Cathy Cabanzon and Michele Ryan will create and personally distribute information about the next PAC meeting scheduled for Thursday May 15, 2014 from 6:00-7:30 p.m.
- Dr.. Philip Bilger, Florida Department of Health Palm Beach County Dental Director, will reach out to the Dental Association Chairs for North, Central, and South Counties, as well as the Chair of the ACDRC in order to secure and clarify membership participation.

- Sharon Masiarczyk, PAC Chair, moved that a recruitment committee be formed and become proactive in order to secure required categories of membership on PAC and attendance at meetings; motion seconded by Marie Eubanks; all in favor.

ITEM 3 Course Descriptions and Course Learning Outcomes: Professors Colleen Bradshaw and Judy McCauley

Discussion

Updates to 2014-2015 DES, DEA, and DEH course descriptions and course learning outcomes in accordance with updates to ADA CODA Educational Standards

Data source consulted (where appropriate)

ADA CODA Educational Accreditation Standards
DES, DEA, and DEH course syllabi and course learning course outcomes

Action

Cathy Cabanzon moved that necessary revisions to language in course descriptions and course learning outcomes for DES, DEA, and DEH courses be made in accordance to updates to ADA CODA Educational Standards; motion seconded by Dr. Bilger; all in favor.

ITEM 4 Status of New Dental Building and/or potential relocation to fifth campus

Discussion

PBSC Board of Trustee statement in Perspective October 15, 2013 announcing “PBSC to spend \$4 million to move plans forward for Loxahatchee Groves campus which includes Dental; BOT members during discussion at October BOT meeting referred to “Dental Clinic “being housed at this fifth campus. Members inquired as to what was driving this initiative and asked to be included in formal discussions with the college to provide input and assistance to identify and address key critical issues with major potential impacts to the success of the programs. Several mentioned: needs assessment of surrounding existing dental practitioners and impact to their practices which includes consideration of competition for patients (a major component of the comprehensive accreditation approval process that will be required);assurance of sufficient patient pools which includes required diverse populations for each student, decentralization of access and participation with county health department clinic locations and other facilities throughout the county for required student rotations, access of consistent/reliable public transportation available for students and patients, impact of costs to program students etc. It was noted that the new State Dental Director expressed concern of decentralization of the programs.

Further discussion included DHS 50th Anniversary Celebration Initiatives that included possible fundraising in order to provide enhancements to the programs.

The Kick-off for the 50th Anniversary Alumni Campaign will begin at the Dental Health Services Professional Development Day on Saturday April 12, 2014

Data source consulted (where appropriate)

- *Perspectives* October 15, 2013
- *Foundation Draft letter to alumni*

Action

- PAC requested that Sharon Masiarczyk, PAC Chair, send a written meeting request to Dr. Gallon, to meet with her and Cathy Cabanzon, Florida Board of Dentistry Member Representative, as well as senior administrators to learn more about possible relocation initiatives and considerations regarding the dental programs that would be helpful to enlighten them as well and address concerns surfacing from the local and state dental community partners.
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- Verbal comments provided as submitted by Dr. Roy Blake, President of the Atlantic Coast Dental Research Clinic Board requesting to be included in discussions related to possible relocation of dental programs to fifth campus; R

- DHS Committee working with PBSC Foundation on the 50th Anniversary Alumni Campaign; community partner alumni practitioners serving as Honorary Co-Chairs representing the dental assisting, dental hygiene programs and the Atlantic Coast Dental Research Clinic. Letter being sent to alumni data base statewide which includes over 2000 graduates
- .Sharon Masiarczyk, PAC Chair, working with Benco Dental Company to secure speaker for DHS Development Day (formerly known as DHS Open House)

ITEM 5 *Dental Assisting Program Update – Colleen Bradshaw*

Discussion:

- Dental Assisting Program Update – Highlights of program recruitment, retention, program outcomes and outreach activities during the fall semester that began in August..
- Applicant selection pool for 2014-1
 - 45 applied
 - 15 incomplete
 - 3 declined
 - 2 went into DH
 - 25 accepted
 - 1 failed
 - 24 scheduled to graduate June 2014
- PBSC Marketing Department remains engaged and instrumental in recruitment efforts which has had a positive impact on the application pool, as well as DA Information Sessions that are held monthly from February through May
- DA students clinical skills are further enhanced through rotations conducted at variety of community based facilities working with other health disciplines throughout Palm Beach County which include the Public Health Department Sealant Bus, the SWISH program, Morse Life, the Public Health Department, and Caridad;
- Tobacco cessation education is included in DA curriculum, DA students and graduates taking a major role as leaders in Tobacco Prevention and Education Initiatives, to include course and program development and delivery.
- DA and DH students work together during National Children's Dental Health Month visiting children at Elementary Schools throughout Palm Beach County providing oral health education and preventive care demonstrations/programs and applied activities related to the benefits of good oral health care to overall health.
- DA Students are encouraged to attend professional meetings and continue with fundraising initiatives to offset costs in order to attend the Hinman Meeting in Atlanta and the Florida National Dental Convention in Orlando. Funding traditionally provided through Student Services to college based student clubs continues to decline, which requires more rigorous fundraising initiatives by students in order to attend beneficial meetings and events.
- Colleen in discussion with ADCRC members concerning initiating "Emergency Clinics" once or twice per month. This would be very beneficial to the student's clinical experiences, Also, Colleen exploring expansion of Caridad rotations by bringing their patients to the campus clinic which would enhance the application of required clinical competencies.

Data source consulted (where appropriate)

ADEA Inter professional Education Competencies

ADA CODA Standards

AHEC Tobacco Prevention and Education Training Courses for Facilitators

Action:

- Sharon Masiarczyk, PAC Chair, moved to explore a health information technology program track that could be combined with the DA program PSAV Certificate for obtaining an AS Degree, motion seconded by Cathy Cabanzon; all in favor.
- PAC suggested exploring previous FQHC initiatives with the Health Department as well as exploration of other grant based opportunities. Colleen agreed to investigate potential opportunities with the health department, other community partner agencies/facilities as well as grants.
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ITEM 6 *Dental Hygiene Program Update –Judy McCauley*

Discussion:

- Dental Hygiene Program Update – Highlights of program recruitment, retention, program outcomes and outreach activities during the spring semester last January through the fall semester that began in August
- Applicant selection pool for 2014-1
 - 73 applied
 - 58 complete application
 - 15 incomplete
 - 26 accepted
 - 3 declined
 - 3 withdrew
 - 2 failed
 - 18 scheduled to graduate May 2015
- 2nd year Dental Hygiene – 20 scheduled to graduate May 2014
- DH Students are encouraged to attend professional meetings and continue with fundraising initiatives to offset costs in order to attend the the FDHA Symposium in October and the ADHA Annual Session in June. Funding traditionally provided through Student Services to college based student clubs continues to decline, which requires more rigorous fundraising initiatives by students in order to attend beneficial local and state meetings and events.
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- Local Anesthesia Certification Course is ongoing and feedback from the local and statewide dental community is extremely positive: To date, PBSC has provided the advanced training to over ¾ of the licensed RDHs certified statewide to administer local anesthesia. PBSC Faculty was the first group in the state to complete the required advanced training and received advanced certification.
 - As a result of the faculty receiving certification coupled with the addition of local anesthesia clinical competencies included as part of the overall clinical requirements, , the 2013 graduating class was the first class of DH's to graduate with certification in Local Anesthesia upon successful completion of the FL Clinical Licensure Examination
- . Foreign Trained Dentist Remediation Course is ongoing with a 100% pass rate on the Dental Hygiene Clinical Licensure Exam administered by NERB.
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- Palm Beach State College Dental Health Services is now an official exam site for the Florida Dental Hygiene Clinical Licensure Exam administered by NERB, currently offered in May and December. Only three dental hygiene programs in Florida have been selected to offer this exam, which is a major overall benefit for program students.
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- In conjunction with the Florida Department of Health Dental Program, 325 Head-Start children received required dental exams by health department dentists followed by fluoride varnish administered by second year students on October 25, 2013. These children are scheduled for return appointments with 2nd year DH students for additional preventive treatment on February 6 & 7, 2013; which is during a national initiative, "Give Kids a Smile." In addition, the American Dental Association provides national recognition and free materials and resources to DH programs that participate in this initiative.
 - Lutheran Ministry has taken over the administration of the Palm Beach County Head-Start Programs.

- Dental Hygiene students continue to be very involved in service learning projects with the focus on community outreach throughout schools, facilities and agencies throughout Palm Beach County. To date, over 300=400 clients have benefitted by our students efforts.
 - New service learning initiatives
 - Found Care to be explored for Fall 2014 clinical rotations
 - Sharon Masiarczyk, PAC Chair, will explore resources and assistance available from her company (Benco.
 - Cathy Cabanzon explained Palm Beach County's Developmental Disability Interagency Council Dental Home Initiative
 - The goal of this initiative is to establish a system to ensure that individuals with developmental disabilities in Palm Beach County have access to and receive oral health services in a "dental home." A collaboration of Palm Beach County's Developmental Disability Interagency Council providers, the grant manager and a registered dental hygienist serving as a community care coordinator will develop a systems approach to providing oral health care to the clients of the interagency council who do not have access to oral health care.
 - This systems approach of care will include academia, dental providers, Federally Qualified Health Centers, the Health Department, dental and dental hygiene professional associations and a variety of health professionals , and work together as inter-professional teams in order to decrease oral health disparities to this vulnerable population. The program will incorporate a two-phase system: Phase I will include planning, analysis and development, and recruitment of providers (dentists, dental hygienists, dental assistant, social workers, case managers, physicians, nurses etc.) and Phase II will be dedicated to the finalization of the program, followed by the early stages of the implementation of services to establish a dental home for individuals with developmental disabilities.
 - Program students are required to provide treatment to developmentally disabled and special needs populations

Data source consulted (where appropriate)

ADEA Inter professional Education Competencies
 ADA Educational Accreditation Standards
 Bureau of Labor Statistics; Occupational List; High Wage/High Demand

Action:

- Michele Ryan moved that PAC support a degree completion program for dental hygiene in order to fulfill the workforce need in health access settings as a result of ongoing legislation expanding the role, practice settings, and employment opportunities for licensed dental hygienists. As a result, there is increased demand for dental hygienists educationally prepared beyond the associate's degree' motion seconded by Cindy Clements; all in favor.

ITEM 7 Program Advisory Committee; Members

Discussion:

- **Action Plan Goals**
 - Support 50th Anniversary events which will provide resources for enhancements to the dental programs.
 - Strengthen member support of the Program Advisory Committee; work with college to minimize unnecessary review and approval processes in an effort to streamline the recruitment of PSC members in order to enhance their understanding of and value to their participation..
- **Meeting Evaluation**
 - Dispersed, collected, and tallied

Data source consulted (where appropriate)

Evaluation forms provided

Action

PAC adopted Action Plan Goals

Submitted by: Beth Kuzmirek

Dental Health Services Coordinator

January 7, 2014

Partnership Advisory Committee

December 6, 2013 Attendance:

Dental Associations

1.	Cindy	Clements	President	Palm Beach County Dental Hygiene Association
2.	Marie	Eubanks	President	Palm Beach County Dental Assistants Society

Community Leaders

1.	Philippe	Bilger	Director	Florida Department of Health, Palm Beach County Dental Division
2.	Cathy	Cabanzon	Dental Hygiene Member	Florida Board of Dentistry
3.	Sharon	Masiarczyk	Territory Representative	Benco Dental Product Company
4.	C. B.	Wohl	Assistant Director	, Caridad
5.	Blake	Roy	President	Atlantic Coast Dental Research Clinic Board; PAC member read his verbal report in his absence

PBSC Alumni

1.	Laura	Nye	Alumni St. Pete's Bachelor Dental Hygiene Program	RDH Private Practice
2.	Michele	Ryan	Alumni PBSC BAS Health Supervision & Management	RDH Private Practice

PBSC Students

1.	Lauren	Bohovsky	Current Student 2nd year Dental Hygiene Program & Class President	Palm Beach State College
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Ex Officio Members

1.	Colleen	Bradshaw	Dental Assisting Chair Associate Professor	Palm Beach State College
2.	Kerry	Flynn	Associate Professor	Palm Beach State College
3.	Beth	Kuzmirek	DHS Coordinator	Palm Beach State College
4.	Judith	McCauley	Dental Hygiene Chair Associate Professor	Palm Beach State College
5.	Nancy	Zinser	Associate Dean Health Sciences	Palm Beach State College

