OHAS Programs

Workflow Setup Guides for All Events

OHAS events include:

- Sites & Schools Events
- Health Fairs
Workflow Setup Guide for Sites & Schools Events

1. Arrive at the school 10 minutes before your first scheduled time.
2. Sign in at the office. Wear your name tags while on site.
3. Confirm roles of educator and screener.
4. Go to the classroom listed on your schedule.
5. Get kids into one common area designated by teacher.
6. Introductions
7. Collect permission forms from the teacher.
8. Educator stays with the students.
9. Presentation on healthy habits and oral health care
10. Screener finds a quiet area to set up the screening area
11. Screener works with classroom staff to manage student flow.
12. Presentation and screening finished
13. Complete data entry on forms
14. Return Kindergarten Oral Health Assessment form to teacher in classroom
15. Keep permission forms to return to Project Coordinator (Jana)
16. Say Good-bye to class
Workflow Setup Guide for Health Fairs

1. Consent form given by CC to caregiver/legal guardian
2. Caregiver/legal guardian completes consent form(s)
3. CC gives the consent forms to the RDH and confirms/initials for services (e.g., screening or screening and fluoride varnish)
4. Children go to story time or OHl circle (e.g., floss demo/brushing) (Note location opposite side of screenings)
5. CC puts consent forms in order of who is next to have a screening completed
6. Once there is an opening in the screening area, the CC gets the child and walks them over to the screening area and introduces to the RDH
7. RDH completes the service and initials consent form
8. CC marks findings on consent form on bottom section and completes the Results Form
9. CC walks child out and gives them a toothbrush/goodie bag