



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY DENTAL COMMAND
2050 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

REPLY TO
ATTENTION OF

MCDS

25 March 2004

MEMORANDUM FOR All U.S. Army Dental Command Personnel

SUBJECT: U.S. Army Dental Command (DENCOM) Policy Letter 04-19,
Training and Utilization of Volunteer Red Cross Workers

1. REFERENCES:

a. AR 930-50, American National Red Cross Service Program and Army Utilization.

b. Health Affairs Policy (HA) 97-006, Hepatitis B Immunization Policy for Department of Defense Medical and Dental Personnel.

c. AR 40-68, Quality Assurance Administration.

2. SCOPE: This policy applies to all DENCOM facilities.

3. POLICY:

a. Training and utilization of volunteers will be limited to American National Red Cross Volunteers.

b. Training: Recommend that three phases of instruction for new dental assistant volunteers: (1) orientation, (2) technical instruction, and (3) on the job training. The following publications are suggested as training aids:

(1) AR 40-66, Medical Record and Quality Assurance Administration.

(2) AR 930-5, American National Red Cross Service Program and Army Utilization, para 5c and d.

(3) DA Pam 40-9, Interpersonal Relations in Care and Management of Patients.

(4) FM 8-225, Dental Specialist.

(5) TB MED 250, Recording Dental Examination, Diagnosis, and Treatments.

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(6) TB MED 266, Disinfection and Sterilization of Dental Instruments and Materials.

(7) DENCOM Pam 40-5-1, Exposure Control Plan/Exposure Control Plan.

(8) DENCOM Pam 385-1-1, Hazard Communication Program.

c. Restrictions: Red Cross dental assistant volunteers will NOT be trained in either oral prophylaxis procedures or operation of dental X-ray machines. However, a volunteer may take dental radiographs, if he/she can:

(1) Show proof of prior training in the use of radiographic equipment that meets the requirements of Public Law 97-35 and the Consumer-Patient Radiation Health and Safety Act of 1981.

(2) Demonstrate competency in the procedures.

d. Utilization of dental assistants: These individuals will provide assistance in dental treatment facilities, to include any of the following functions:

(1) Reception and appointment of patients.

(2) Maintenance and disposition of dental forms and records.

(3) Seating of patients.

(4) Assemblage of armamentarium for various dental procedures.

(5) Presentation of instruments as required during patient treatment.

(6) Assisting in the preparation of dental materials for treatment purposes.

(7) Discharge or reappointment of patients.

(8) Cleaning equipment and armamentarium.

(9) Preparation of instruments and surgical supplies for

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sterilization, but not to include responsibility for the actual
sterilization procedure without direct oversight.

(10) Checking equipment for proper function and
reporting malfunctions.

(11) Maintaining adequate supplies and linens for use in
dental operatories.

(12) Developing and mounting dental radiographs

(13) Providing patient education in oral hygiene
techniques.

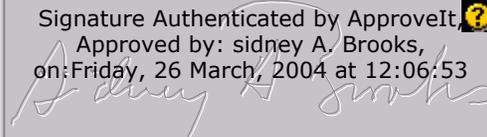
e. Prior to clinical utilization, Red Cross Dental Assistant
Volunteers will:

(1) Receive instruction in infection control
requirements.

(2) Demonstrate proficiency in infection control
procedures and precautions.

(3) Comply with current Hepatitis B Immunization
requirements.

Volunteer dentists and dental hygienists: The use of Red Cross
Volunteers who are professionally trained and satisfy all
credentials requirements as dentists or dental hygienists is
authorized. Their use will be in compliance with AR 40-68 and
all applicable personnel policies. These dental providers do not
require clinical training programs, but should be given training
regarding administrative procedures and policies. All volunteers
must be in compliance with current Hepatitis B Immunization
requirements, to include HA Policy 97-006.

Signature Authenticated by ApproveIt?
Approved by: sidney A. Brooks,
on: Friday, 26 March, 2004 at 12:06:53


SIDNEY A. BROOKS
Colonel, Dental Corps
Commanding