

WEST VIRGINIA BOARD OF DENTAL EXAMINERS

GUIDELINES

COLLABORATIVE AGREEMENT FOR PUBLIC HEALTH PRACTICE

A “Collaborative Agreement” is a written binding document with a West Virginia licensed dentist who authorizes and accepts responsibility for the services performed by the collaborating dental hygienist.

Collaborative Agreements Include

1. Include the name and address on file with the Board, telephone numbers, credentials and professional license numbers of the dentist and dental hygienist who are entering into the collaborative agreement.

2. Identify all known locations at which the dental hygienist shall practice without supervision of the dentist. If the dental hygienist provides services at an additional location, the dental hygienist shall notify the dentist of the location.

3. Include procedure-specific standard collaborative practice protocols, including recommended intervals for performing a complete dental prophylaxis, which may include supra- and subgingival scaling of teeth and polishing of coronal and/or exposed surfaces of teeth.

4. Be reviewed and updated annually by both parties.

5. Outline a system for the hygienist to report services for which the supervising dentist will bill responsible parties.

6. Identify a record keeping process indicating compliance with HIPPA regulations to include the location in which patient records will be kept on file.

7. Identify the hygienist as either an employee or agent of the dentist so the hygienist may not be denied protection and benefits of the Medical Professional Liability Act.

8. Be retained by the collaborating dentist and dental hygienist and be made available to the

Board upon request.

9. Provide consideration for medically compromised patients and medical conditions for which an examination and treatment plan must occur prior to the provision of dental hygiene services.

The Collaborating Dentist

1. Possess a current West Virginia dental license in good standing.
2. Be available to provide an appropriate level of contact, communications, collaboration and consultation with the dental hygienist, although the dentist may not be present when the procedures are performed.
3. Make provisions for a substitute dentist if the collaborating dentist is unavailable for two days or longer.
4. Be obligated to provide follow-up care for the patients seen by the collaborating dental hygienist.
5. Be responsible for the services provided by the collaborating dental hygienist to assure the hygienist is identified an agent of the dentist.
6. Provide proof of professional/malpractice liability insurance which extends coverage to the collaborating dental hygienists.
7. The collaborating dentist may not enter into collaborative agreement with more than four (4) dental hygienists.

The Collaborating Dental Hygienist

1. Satisfy the requirements of the Board to enter into a collaborative agreement and public health practice.
2. Possess a current West Virginia dental hygienist license in good standing..

3. Provide proof of personal professional/malpractice liability insurance coverage.
4. Follow appropriate state and federal laws regarding OSHA and infection control standards, including disposal of medical waste.
5. Be knowledgeable of the Boards' rule 5CSR1.
6. Have each patient, parent, guardian or responsible party, sign a consent for treatment form prior to provision of services.
7. Inform the patient, parent, guardian or responsible party verbally and in writing that dental hygiene services are not a substitute for a complete examination by a dentist and provide them with a written plan for referral or an agreement for follow-up care, recording all conditions that should be called to the attend of the dentist.