

—2017-2018 South Carolina—
ORAL HEALTH
STATEWIDE SCREENING
— *Every Smile Counts* —



Step-by-Step Procedures for Screeners

Before you can participate as a screener...

Complete the Basic Screening Survey online training for screeners. Visit <http://cms.sph.sc.edu/training/> and complete the online training and assessment. Screeners must score 80% to be certified to be a part of the **2017 - 18 South Carolina Oral Health Statewide Screening: Every Smile Counts** Survey. You will receive verification from DHEC that you have passed and are approved to conduct screenings. It is important that you **do not** contact the school. DHEC staff will work with you and the school to locate a mutually agreeable date to conduct the screenings(s).

Screenings **may not** take place prior to October 1, 2017.

Before the Screening:

1. Once the screening date is scheduled the necessary forms and materials will be delivered or mailed to the school.
2. Your screening supplies will be provided onsite at the time of the screening. Supplies include: gloves if you have to touch a child, small flashlight and batteries, hand sanitizer, cotton tip applicators, and pen.
3. When you arrive, check in with the school principal/office and ask them where to go. Some schools may use one central location or some use each of the K5 and 3rd grade classrooms.
4. Check in with school nurse if he/she is present and answer any questions.
5. Set up your area and request the **Screening Results Forms**. The Teacher or School Coordinator should have already populated these forms with each child's name/ID. These forms will be completed and sent home with each child. Check that the identification information has been completed.

6. Make sure that the teacher understands what will take place during the screening and ask if he/she has any questions. If the screening will be done in the classroom, consult with the teacher to minimize interruption.
7. Do screenings as instructed in the BSS training. Don't forget to verify that any child who returned an Opt-out Form is NOT being screened!
8. The Recorder for your session will enter your findings through an online app that will collect the results. They will also complete the **Screening Results Form** for each child.
9. At the end of each classroom screening, give the stack of **Screening Results Forms** to the teacher. They will be sent home to parents.
10. Clean up your workspace, thank the teacher and return to the office to sign out. Thank the office staff and nurse for their time and participation.

Thank you for your help! If you have any questions, contact the Wes Gravelle at 803-898-9577 or via email: GRAVELWJ@dhec.sc.gov