

CDC Foundations: Building the Safest Dental Visit Training Instructions

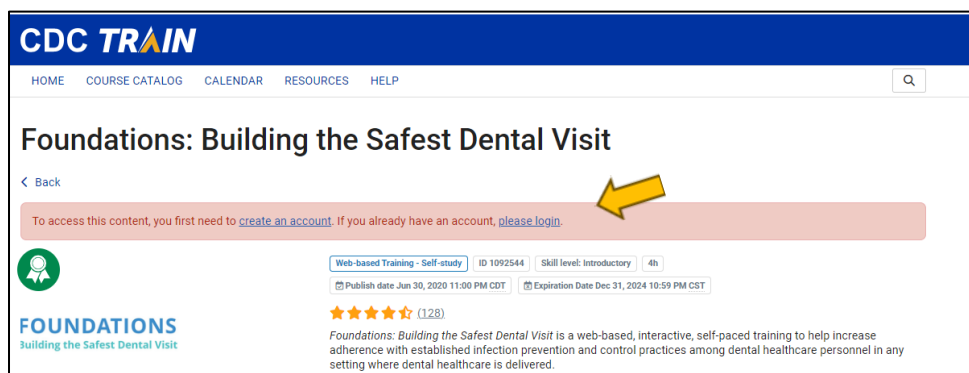
Please follow the below instructions for completing dental infection prevention and control (IPC) training, receiving continuing education (CE) credits, and receiving recognition from the Wisconsin Oral Health Program (OHP) for training completion.

Training Enrollment Instructions

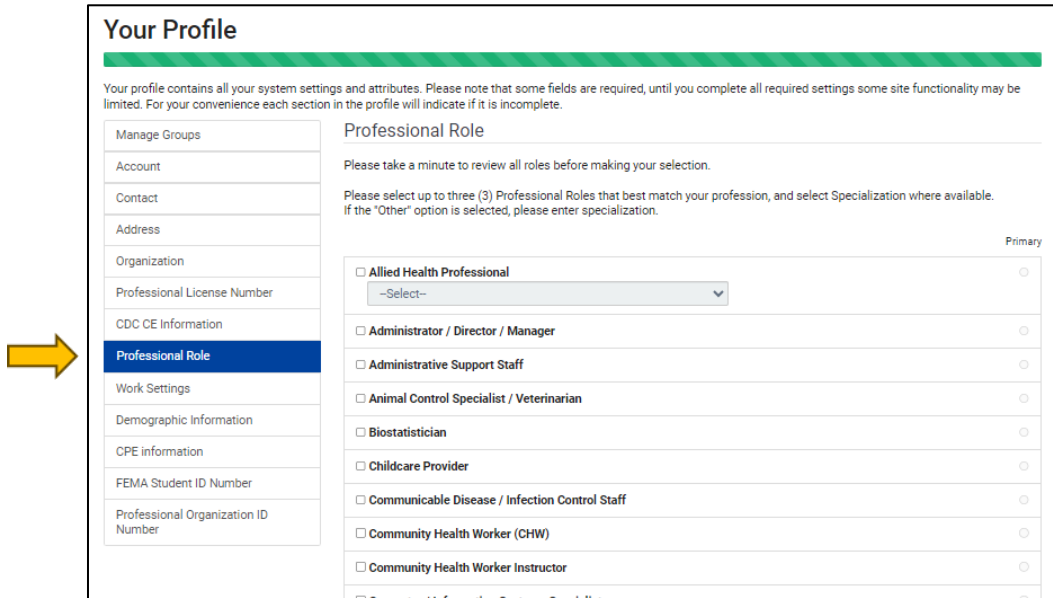
1. Visit the [CDC Foundations: Building the Safest Dental Visit training webpage](#).
 - It takes approximately three hours to complete.
 - There are three modules and a post-evaluation.
2. Select **Start Course** in lower left corner.



3. Select **create an account** or **login** on the pink toolbar.



4. Select **other** as one of your professional roles under the Professional Role section and enter the numbers **0048**. If you already have an account, please modify your profession role to include **other** and enter the numbers **0048**.



Your Profile

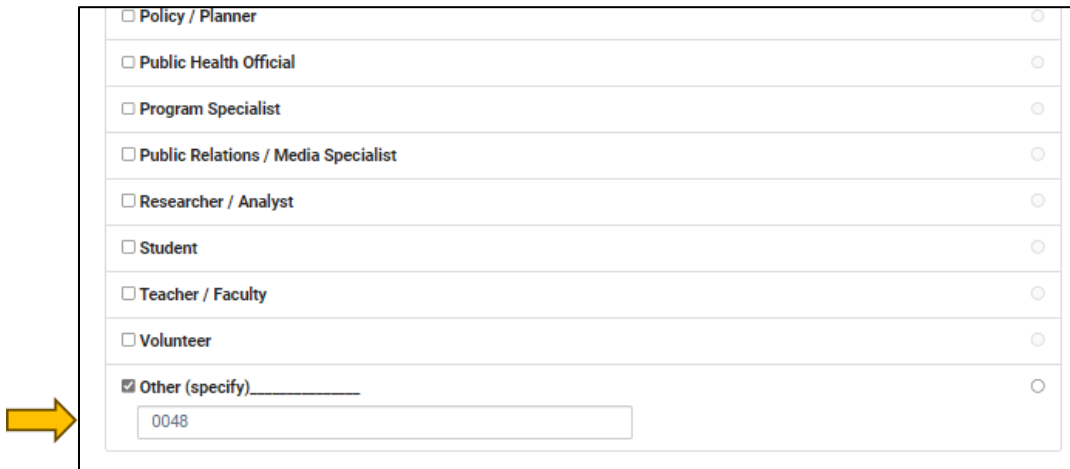
Your profile contains all your system settings and attributes. Please note that some fields are required, until you complete all required settings some site functionality may be limited. For your convenience each section in the profile will indicate if it is incomplete.

Professional Role

Please take a minute to review all roles before making your selection.

Please select up to three (3) Professional Roles that best match your profession, and select Specialization where available. If the "Other" option is selected, please enter specialization.

	Primary
<input type="checkbox"/> Allied Health Professional --Select--	<input type="radio"/>
<input type="checkbox"/> Administrator / Director / Manager	<input type="radio"/>
<input type="checkbox"/> Administrative Support Staff	<input type="radio"/>
<input type="checkbox"/> Animal Control Specialist / Veterinarian	<input type="radio"/>
<input type="checkbox"/> Biostatistician	<input type="radio"/>
<input type="checkbox"/> Childcare Provider	<input type="radio"/>
<input type="checkbox"/> Communicable Disease / Infection Control Staff	<input type="radio"/>
<input type="checkbox"/> Community Health Worker (CHW)	<input type="radio"/>
<input type="checkbox"/> Community Health Worker Instructor	<input type="radio"/>



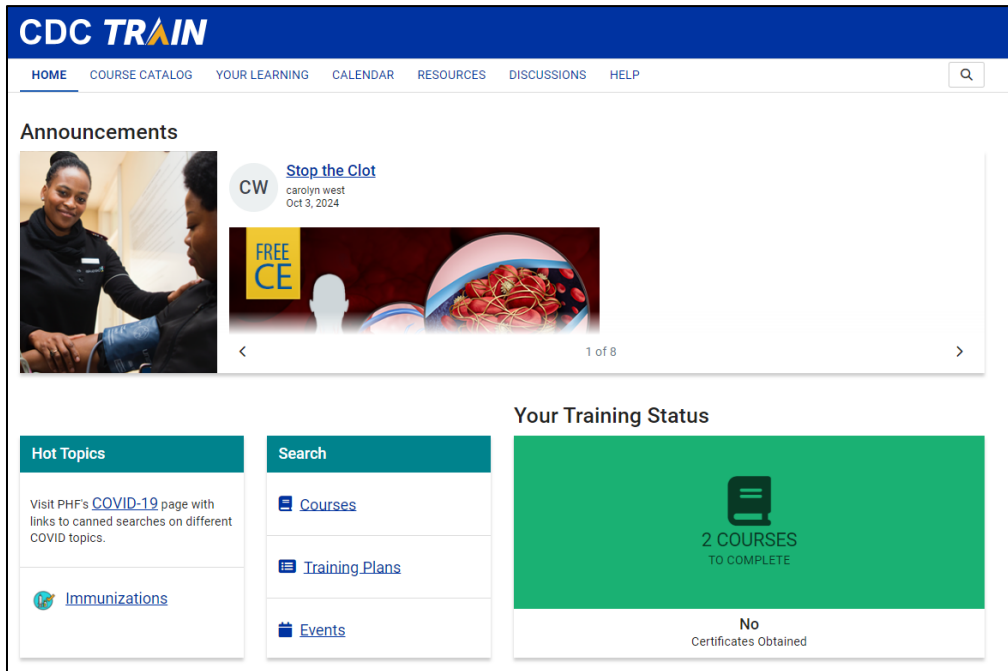
<input type="checkbox"/> Policy / Planner	<input type="radio"/>
<input type="checkbox"/> Public Health Official	<input type="radio"/>
<input type="checkbox"/> Program Specialist	<input type="radio"/>
<input type="checkbox"/> Public Relations / Media Specialist	<input type="radio"/>
<input type="checkbox"/> Researcher / Analyst	<input type="radio"/>
<input type="checkbox"/> Student	<input type="radio"/>
<input type="checkbox"/> Teacher / Faculty	<input type="radio"/>
<input type="checkbox"/> Volunteer	<input type="radio"/>
<input checked="" type="checkbox"/> Other (specify) _____	<input type="radio"/>
0048	

5. Select **Save** on top of the toolbar.

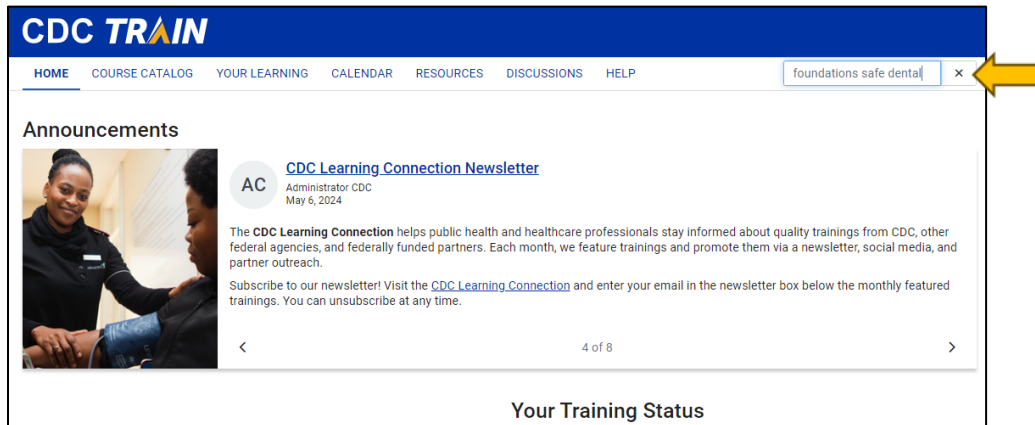


Cancel Save

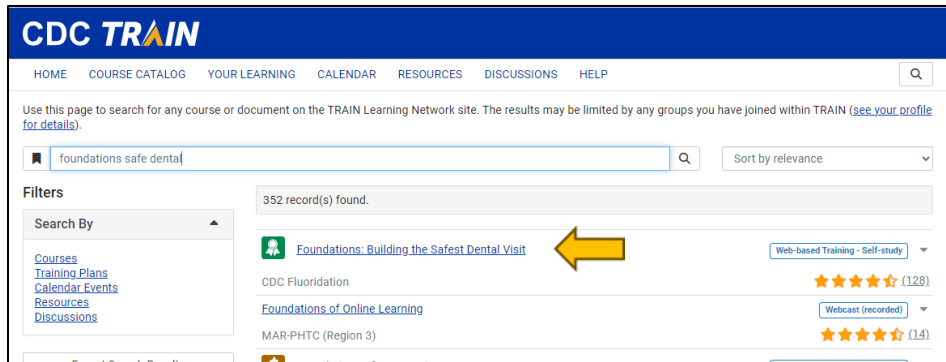
6. Verify if your screen matches the below image. It should look like the below image once you have created your account or logged in.



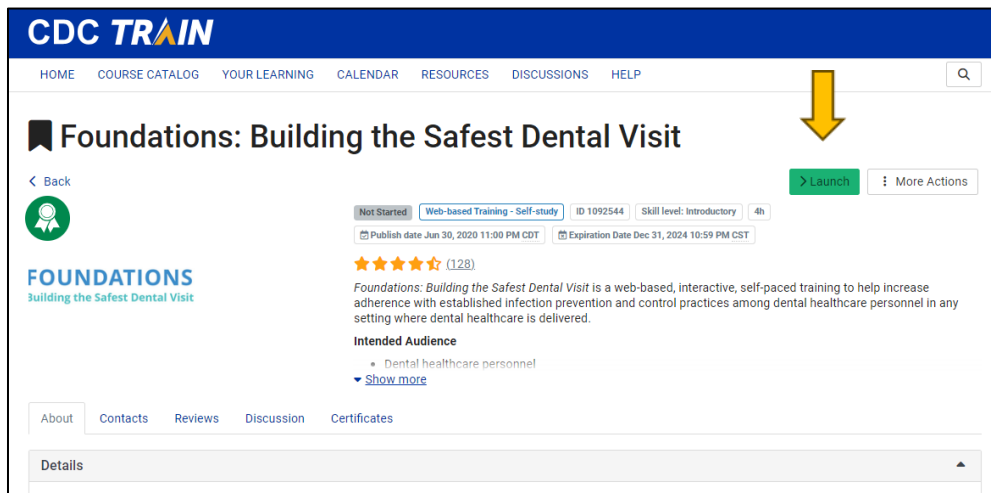
7. Search for “Foundations Safe Dental” in the upper right corner.



8. Select **Foundations: Building the Safest Dental Visit** in the list of courses.



9. Select **Launch** in upper right corner.



10. Select the red **Quit** in the upper right corner. When you have completed all modules, you will see the below screen.

End of Course Knowledge Assessment

You have completed the self-paced learning portion of *Foundations: Building the Safest Dental Visit*.

If you are ready to exit the training and begin the end-of-course knowledge assessment, click the red "Quit" in the top right corner of your screen and then click "Leave" when the pop-up dialogue appears. This lets the training notify CDC TRAIN that the course is finished.

You can then access the end of course test from the CDC TRAIN page where you launched the *Foundations* training by clicking on the green button that says "Post-Assessment."

You must answer 18 out of 25 questions correctly in order to pass the assessment. You are allowed 1 hour and 30 minutes to take the assessment, and you have 3 total attempts to pass.

Continuing Education Credits

When the end of course test is passed, you will be able to download your course completion certificate by clicking on the blue "Print Certificate" button on the CDC TRAIN page where you launched *Foundations*.

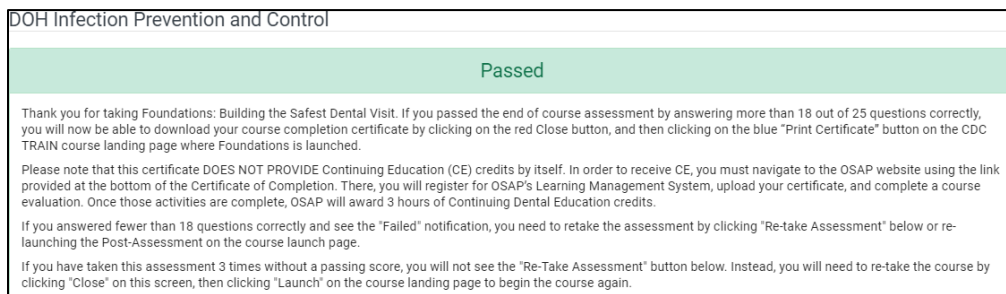
Please note that this certificate does NOT provide Continuing Education (CE) credits. In order to receive CE, you must navigate to the OSAP website using the link that is provided on the Certificate of Completion, where you will register for OSAP's Learning Management System, upload your certificate, and complete a course evaluation. Once those activities are complete, you will be awarded 3 hours of Continuing Dental Education credits.

Certificate Instructions

1. Select the **Post-Assessment** to begin taking the post-assessment.



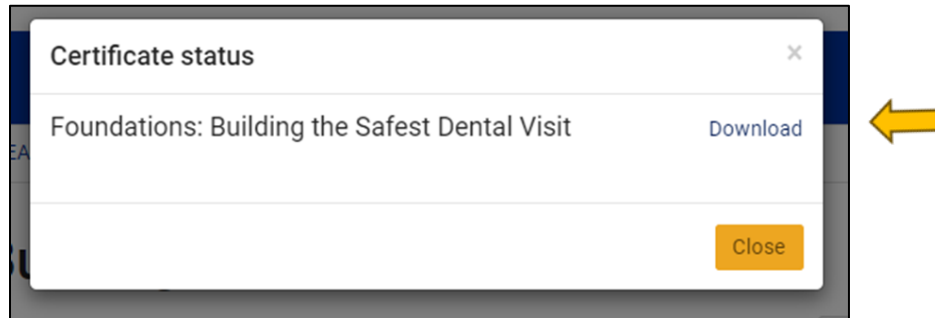
2. Select the red **Close** button when the post-assessment is completed and passed.



3. Select the **Certificate** button to receive your certificate of completion.



- Download and save your certificate of completion as your last name followed by an underscore and the first initial of your first name. For example, if John Doe is submitting a certificate, their file would be Doe_J.



Receive Recognition of Completion

- Submit your certificate of completion to the OHP by accessing the [IPC certificates survey](#).
- Fill in contact information. If submitting a certificate(s) on behalf of another person, contact information should be that of the individual submitting the certificates. Up to ten certificates can be submitted at one time, so be prepared to complete another survey if submitting more than ten documents.

Receive CE Credits

- Follow the link at the bottom of the certificate of completion for CE credits or visit the following website, [Association for Dental Safety](#).



2. Login to Association for Dental Safety to upload the training certificate and complete the course evaluation to receive your CE credits.