

# **Dental Care Report**

(Hot Sheet)

CF/H-5a Revised 1/17  
(mandatory)

Dental Care Report (CF/H-5a) is to be used for children that have received care by a dentist within the last 12 months or at any time during current program year.

1. Designated health staff shall complete top section to include signature of parent and staff member completing. Keep yellow copy for follow-up.
2. For children who have had dental care completed, staff shall fax form to identified dentist with a copy of Consent to Release Information as applicable.
  - When an appointment is pending, send form with parent/guardian to take with them to the dental office to have dentist complete at time of dental exam/treatment.
3. Upon receiving completed form, staff shall document care given in electronic tracking system and file returned copy in child's health records. If continued dental care is needed, designated health staff will work with family to provide continued follow support in order to ensure completion of dental care.