

<b>Area:</b>	Health Services
<b>Subject:</b>	HS26 - Dental Health
<b>Reference:</b>	1304.20 (a)(i)(ii), 1304 (c)(3)(i), (ii)
<b>Policy:</b>	Designated health staff will ensure that enrolled children are up-to-date on a schedule of age appropriate preventive health care which includes dental health and preventative services. Head Start programs will assist families with dental care needed within 90 days of enrollment. If the program calendar operates less than 90 days, then the dental requirement is 30 calendar days.

**Procedure:**

1. Dental care for children per the Early Periodic Screening and Diagnostic Testing (EPSDT) schedule is to include exam, treatment (if needed), and preventative care (fluoride and/or cleaning) on an annual basis.
  - a. At application/enrollment, FSW shall complete the Consent form for parental consent to provide fluoride and dental exams at the facility. For parent/guardian who declines or refuses services, there will be a system in place to identify children who shall not receive fluoride treatment, fluoride toothpaste, and/or any on-site dental exams.
  - b. At parent orientation, staff shall inform parents of requirements for a professional dental exam within 90 days of enrollment or per their child's EPSDT schedule (exam/preventative care at least annually). FSW and Designated Health Staff will work with the family to identify and provide support to ensure the family has an ongoing and accessible dental home and insurance coverage.
  - c. Designated Health Staff will identify families without dental insurance coverage and work with the family to apply for dental insurance (e.g.: Medi-cal, Covered California, etc.)
  - d. For facilities with an identified high need for dental exams, Designated Health Staff shall arrange for facility visits by a licensed dental professional to complete dental exams. The parent/guardian will be notified of exam results and Designated Health Staff will provide the family assistance with any dental follow up support and/or education as needed.
  - e. For a child who has not received preventative fluoride care, the Head Start Nurse will apply fluoride varnish at the facility with parental consent on an annual basis.
  - f. The Tooth Mobile Van may also be utilized as needed for families that have been unable to access dental care during the program year to provide exams and on-site treatment.
  - g. Child dental exams, preventative care, and treatment results shall be documented in the electronic tracking report.
2. If family does not have access to dental insurance or has high co-pays that prohibit the child from receiving treatment, Designated Health staff will:
  - a. Make family referrals to public assistance agencies. Assist family with any

- follow up-needed that is preventing the family from applying or completing application for dental coverage.
- b. Give families a list of available dentists in the area.
  - c. Head Start funds will be used to pay for the child's dental care if the following conditions are met:
    - High co-payments that make it cost prohibitive for a child to receive dental treatment.
    - No insurance coverage due to family's legal status
    - Denial letter for insurance coverage (Note: most children are eligible for insurance coverage through Medi-cal and the Affordable Care Act, so every attempt should be made to link the family with services before a request is made for the program to cover dental costs.)
  - d. If all avenues for dental coverage are exhausted, Nurse shall complete a Dental Pay Request form and send to Health Services Director for approval. The Health Services Director will send verification for approved children to the family's dentist of choice that currently is a contracted provider with the Stanislaus Medical Foundation.
3. Support staff shall assist the family with transportation if needed.
- Work with the family to utilize friends/family members and public transportation resources
  - Provide bus schedules
  - Offer bus passes as applicable
  - Utilize SCOE vehicles (if all other planning attempts and/or resources fail)

**Supervised by:** Director of Health Services, Health Services Supervisor

**Performed by:** FSHA, FSW, Head Start Nurse

**Forms needed:** Electronic Dental Tracking Reports, Health History, Medical Records, Head Start Dental Pay form, Dental Care Report, Dental Billing Form, Consent form, Family Case Notes

**Frequency:** Annually and as needed