

Form Instructions - Initial Dental Record

The Initial Dental Record is a legal document to be used for the first dental contact with an inmate, and whenever an inmate has been set free and is again incarcerated a year or more later.

Use the graphing conventions on page 2-7-2 for all dental charts. The acronym SOAP stands for Subjective symptoms (what the inmate mentions), Objective signs (what the dentist observes), Assessment (diagnosis), and Plan of action (the treatment plan).

Enter the treatment provided in the progress notes section using the SOAP format. Include with your notes your full signature, not just your initials.

Because the Department of Corrections prioritizes treatment based on its criticality, it is essential to indicate the appropriate general dental need category for each inmate. Check the appropriate category (1-4, described below) on the top right of the Record.

1. Category 1 - very urgent - requiring immediate attention:
 - a. Pain and acute infection
 - b. Teeth obviously requiring extraction
 - c. Suspected neoplasm
 - d. Trauma or fractures
 - e. Periodontal conditions, to include periodontal abcess and tooth mobility requiring extraction
2. Category 2 - moderately urgent - requiring early treatment:
 - a. Cavity(s) into or near the pulp of a tooth
 - b. Extensive penetration into dentin
 - c. Edentulous oral cavity
 - d. Heavy calculus causing pathology
 - e. Chronic infections
 - f. Placement temporary restoration
3. Category 3 - routine dental treatment:
 - a. Incipient cavities
 - b. Elective third molar extractions
 - c. Oral prophylaxis and oral hygiene
4. Category 4 - maintenance care:

No dental requirement except for routine care and prophylaxis treatment

When treatment is to be provided and the dentist has described the treatment in the progress notes, the inmate can indicate his or her approval by signing an informed consent imprint which can be hand stamped in the space immediately following the description in the notes.

**I UNDERSTAND AND APPROVE
NEEDED DENTAL TREATMENT**

x _____
PRISONER DATE

Enter information in the charts on the Record appropriate to each chart's title. Upon the inmate's first dental contact after remand, complete the Missing Teeth and Existing Restorations chart on the left side of the Record to document pre-existing conditions and for forensic identification purposes. Graph entries in the Diseases and Abnormalities chart on the right side of the Record, noting a priority code (described below) at the top of each tooth which needs further attention.

- . P1 Depth of injury to the tooth (decay or fracture) will require treatment within six months or infection to the pulp may occur.
- . P2 Depth of injury to the tooth (decay or fracture) will require treatment within one year or infection to the pulp may occur.
- . P3 Treatment of the tooth will require multiple visits.
- . P4 A questionable lesion should be checked at the annual exam.