

County of Los Angeles-Department of Health Services (DHS) My Health LA (MHLA)
Attachment A2
Annual Dental Site Review (DSR)
Fiscal Year 2022-23

Please submit all the requested documents electronically or by mail by: [Due Date]

DHS MHLA
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Audit Documents (Desk Review)
Annual Dental Site Review (DSR)

A. Infection Control

Policy & Procedure for Infection Control protocol for dental operatories/rooms.

Documentation showing staff have received training on operatory infection control procedures (cleaning duties and setting up dental treatment rooms).

Documentation should include:

- date
- names and signatures of staff members trained

Copy of weekly log for cleaning suction lines with enzymatic solution.

Policy & Procedure for monitoring the quality of dental unit waterlines (DUWL) per manufacturer's instructions.

The most recent log for dental in-house water testing performed for each unit (testing frequency matches the frequency recommended by manufacturer).

Dental unit water testing results is performed annually by an outside vendor for each dental unit.

B. Sterilization/Autoclave

Documentation showing that the autoclave/sterilization log contains the following fields:

- recording date,
- time, (length of cycle or time in and out)
- temperature,
- pressure,
- load content, (packet or metal cassettes)
- biological/chemical indicator result, (may be on a separate log)
- and responsible person

Documentation of most recent autoclave inspection/calibration report

Weekly Spore testing log (most recent month of weekly logs)

Most recent month of daily log for changing ultrasonic cleaning solution showing the following fields:

- date
- type of cleaning solution used and expiration date
- responsible person

C. Radiation Safety	
<p><u>For x-ray machines that have been registered/operating within five years or less:</u></p> <ol style="list-style-type: none"> 1. FDA report of assembly of diagnostic x-ray system; and 2. Letter of approval from the County of Los Angeles Radiation Management for the Radiation Shielding Application (Pursuant to Los Angeles County Ordinance 11.22.620, Radiation Shielding Designs must be approved by this office for all x-ray and P.E.T. / C.T. rooms.) 	
<p><u>For x-ray machines that have been registered/operating for more than five years:</u></p> <ol style="list-style-type: none"> 1. Safety Inspection report from the County of Los Angeles Radiation Management; or 2. DIQUAD Report from California Department of Public Health (CDPH) Radiologic Health Branch. <p>Pursuant to Health and Safety Code-HSC, Division 104, Part 9, Chapter 8, Article 4, Section 115085--Sources of ionizing radiation used in dentistry shall be screened for defects by mail or other offsite methodology not less frequently than once every five years.</p>	
<p>X-ray registration from California Department of Public Health and DIQUAD report for each unit</p> <p>Note: A "Notification of registration status" letter or written correspondence (e.g., email) from CDPH acknowledging receipt can be accepted in the absence of the certificate(s).</p>	
<p>Clinic quarterly dosimetry reports (most recent quarterly report) or documentation showing that occupational exposure to employees is less than 10% of the maximum annual occupational dose limits (5rem).</p>	
D. Lead (or Lead Alternative) Aprons	
<p>Documentation or report of annual lead (or lead alternative) apron inspection (visual or x-ray)</p>	
E. Waste and Toxic Substance Management	
<p>Documentation to support that Safety Data Sheets (SDS) are reviewed annually with staff.</p> <p>Documentation should include:</p> <ul style="list-style-type: none"> - date - names and signatures of staff members trained 	
F. Medication and Medical Emergency Management	
<p>Medical Emergency kit log showing at a minimum a list of each medication name, dose, concentration, expiration date, and lot number.</p>	
<p>Oxygen tank log showing remaining volume in psi.</p>	
<p>Copy of monthly log for testing emergency eyewash station when the eyewash station is plumbed into existing plumbing.</p>	
<p>Documentation to support annual training on Management of Medical Emergencies in the Dental Office has been completed.</p> <p>Documentation should include:</p> <ul style="list-style-type: none"> - date - names and signatures of staff members trained 	