ITI BASIC ORAL HYGIENE
INSTRUCTION MANUAL

How To Teach Groups And
Individuals Basic Oral Hygiene
Procedures

2009

INTERNATIONAL TRAINING INSTITUTE

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Introduction To Using This Manual

The International Training Institute has the mission of helping individuals achieve excellent oral hygiene throughout life. To accomplish this mission, ITI has created a “Basic Oral Hygiene for Patients” online course that is free on the ITI website at www.ITICourses.com under the “Courses” tab at the top of the homepage.

This ITI Basic Oral Hygiene Instruction Manual is a tool to help you design, implement, and evaluate oral hygiene training using the Basic Oral Hygiene Course for Patients online course to teach a group or an individual how to care for the mouth.

The purpose of this manual is to train teachers, school nurses, and dental professionals to implement a short effective course in oral hygiene concepts. Most school systems today do not teach students oral health concepts. Consequently, oral health and hygiene in our young population has deteriorated over the past two decades.

The ITI course “Basic Oral Hygiene for Patients” teaches individuals all about a healthy mouth, plaque, decalcification and decay, periodontal disease, brushing and flossing with and without braces, and flossing under a bonded retainer. This course also has a pretest, interactive quizzes, and two post-tests for patients. On the ITI Courses website at www.ITICourses.com individuals who want to take the full course for free may also earn 2 CE Credits by taking the Professionals post-test at this link: http://www.iticourses.com/BOHSummary.php

The “Basic Oral Hygiene for Patients” course was developed by practicing dental professionals over several years. The script for the first draft of this module was reviewed by 50 practicing dental hygienists at a meeting of the Alaska State Dental Hygiene Association in 2000. The module won an award in the American Dental Educators Association Technology Competition in 2002. The second version of this module was also reviewed and used by the Nevada Oral Health Coalition to teach oral hygiene in various middle schools in the Las Vegas area in 2002.

The written script of the second version of it was provided to a different group of 50 practicing dental hygienists at another meeting of the Alaska State Dental Hygienists Association. These practicing dental hygienists individually wrote detailed comments on copies of the script while viewing each movie of the module. Changes that were noted on the scripts and discussed by the group were incorporated into the third version of the course. The latest version that on the ITI Courses website has interactive quizzes to enhance comprehension and post-tests to evaluate learning.

The course is targeted for individuals 10 years of age and older. It may be used to teach adults as well.
# Chapter 1: Basic Oral Hygiene Course Table Of Contents

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<td>Video - Wiggle-Jiggle Brushing Method</td>
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51 **Chapter 7 Oral Hygiene with Braces**
(Chapter Runtime: 5 minutes –25 seconds)

52 How does plaque collect around the braces? 0:45

53 Video-Disclosing with Two-Tone Disclosing Solution Around Braces

54 How do we brush our teeth with braces? 1:19

55 Video-Three Step Brushing the upper teeth with braces 0:38

56 Video-Three Step Brushing the lower teeth with braces 0:40

57 How do we floss our teeth with braces? 0:34

58 Video-Flossing with braces 0:40

59 Chapter 7 Quiz – 5 Questions

60 **Chapter 8 Flossing Under a Fixed Retainer**
(Chapter Runtime: 1 minute 15 seconds)

61 How do you floss under a fixed retainer? 0:26

62 Video-Flossing Under a Fixed Retainer 0:44

63 Chapter 8 Quiz – 3 Questions

64 **Post-test 1- For Individuals Without Braces**

- This is the Post-test for individuals who have studied Chapter 1 through Chapter 6 in the Basic Oral Hygiene Course
- You may print your results

65 Post-test 1- For Individuals Without Braces - 10 questions

66 **Post-test 2- For Individuals With Braces**

- This is the Post-test for individuals who have studied Chapter 1 through Chapter 4 and Chapter 7 in the Basic Oral Hygiene Course
- You may print your results

67 Post-test 2- For Individuals With Braces - 10 questions
Chapter 2: Setting Up A Training Program For A Group

Introduction
There are two methods that can be used to teach oral hygiene with this course depending upon the resources of the school. In both methods, the content movies of the Basic Oral Hygiene Course should be viewed followed by the interactive quizzes and post-test administration. This didactic learning should be followed with hands-on training in disclosing the teeth to see plaque, brushing the teeth, and flossing the teeth throughout the mouth with feedback from the instructor.

Involve A Dental Professional
It is ideal if a dental professional is involved in the training. Many dentists, dental hygienists, dental assistants, dental students, orthodontists, and others are interested in “adopting” a school or classroom in the neighborhood for goodwill in the community. These dental professionals can provide disclosing solution, toothbrushes, toothpaste, dental floss, and printed materials for use in this type of training. Many of these professionals are willing to work with the teacher and school to set up an ongoing program in oral health and give the hands-on training to the students. The teacher or school nurse should call the neighborhood dentists or orthodontists and ask if the doctor or staff is interested in participating.

If a dental professional is involved, it is important that the dental professional view the Basic Oral Hygiene Course ahead of time. When teaching students these procedures, it is important that they receive a consistent message. Dental professionals will know this material, but may explain the concepts differently. For consistency in teaching and giving one clear message, the material and hands-on instruction should be the same as that presented in the Basic Oral Hygiene Course.

Two methods of presentation are:

1. The teacher, school nurse, or dental professional can show the didactic material from the Internet link www.ITICourses.com/BOHVideo.php on a PC computer and project it to the whole class. The group can answer the interactive quiz questions as a group. The class can then answer the post-test questions as a group verbally. This type of group session will require about 1 hour depending upon the level of the group. Then the hands-on session can be conducted immediately after the didactic portion or at a later time.

2. If the school has a computer lab, then each student should go to the BOH Course online at www.ITICourses.com/BOHVideo.php from the computers in the lab. The class can go into the computer lab as a group and individually view the module, take the interactive quizzes, take the post-test and print out the post-test results and hand them into the teacher. At a separate time a dental professional, school nurse, or teacher should conduct the hands-on training. The advantage of this approach is that each student can learn the material at his or her own pace.
Chapter 3: Training The Trainer

The trainer (teacher, school nurse, dental professional) should view the Basic Oral Hygiene Module on the computer that will be projected in the classroom before the session. The trainer should take the pretest, all quizzes, and both post-tests, print out the tests so he or she is familiar with how the program works.

The trainer should study the Basic Oral Hygiene Checklist and practice the procedures as they are taught in the module.

In this manual there is a Basic Oral Hygiene Lesson Plan, Materials List, Table of Contents and Runtimes for the Basic Oral Hygiene Module, and the checklist to help the trainer organize and schedule an effective training session.

For oral hygiene materials contact Karen Milelli at Children’s Healthy Smile Project: www.childrenssmileproject.org.
Chapter 4: Developing Basic Oral Hygiene Training

Once the trainer has reviewed this manual and decided how the oral hygiene training should be delivered, the trainer can design a program.

The trainer:

1. Identifies the general skills to be taught to participants. For instance, the teacher might desire that each student correctly answer several questions, disclose and identify plaque, remove plaque with proper brushing technique, and floss between all teeth.

2. Prepares a Lesson Plan as shown below for the group.

3. Prepares a schedule of the day, date, time and time allotment, and location of the training session for viewing the course, taking the quizzes, and taking the post-tests. The trainer also prepares a schedule for the hands-on session of the day, date, time and time allotment, and location for demonstrating and practicing disclosing, brushing, and flossing, and final assessment. The trainer can also prepare a schedule for a follow-up hands-on session where the students will disclose, evaluate the amount of plaque on their teeth, and demonstrate correct brushing and flossing to remove all of the plaque.

4. Contacts local dental professionals to discuss interest in participating in the program, arranges a meeting to review the program, makes a request for sponsorship and donation of materials to be used in training, and schedules the hands-on session and follow-up session. Free materials may be available from the California non-profit Children’s Healthy Smile Project at www.childrenssmileproject.org.

5. Orders additional materials to be used in the training.

6. Prepares a Recording Format for student test scores, plaque charting on tooth charts, and gingivitis scores.

7. Schedules a session for all individuals who will be involved in conducting the session and shares with them the goals of the training program, an overview of the program, and the proposed schedule.
Lesson Plan: Basic Oral Hygiene

Lesson Plan Title: BASIC ORAL HYGIENE

Concept / Topic To Teach: The purpose of this training is to teach students oral hygiene procedures that are effective in improving their oral health. When teaching these procedures, it is important that students receive a consistent message. This module was developed with the help and advice of 50 practicing dental hygienists. Many dental professionals will know this material, but for consistency in teaching students, the information as it is presented in the ITI Basic Oral Hygiene For Patients course should be reviewed and used by all individuals involved in the training program.

General Goal: At the completion of this training, the individual will know about and demonstrate basic oral hygiene procedures as presented in the ITI Basic Oral Hygiene For Patients course.

Specific Objectives: At the conclusion of this training, the learner will answer the following questions and

1. Define a healthy mouth and to determine if your mouth is healthy.
2. What is plaque?
3. Where does plaque come from?
4. What does plaque do?
5. Identify plaque in photographs of the mouth and as well as in your own mouth.
6. What is decalcification?
7. What is decay?
8. What causes decalcification and decay?
9. Do your have decalcification and decay in your mouth?
10. How can decalcification and decay be prevented?
11. What is gum disease?
12. What is gingivitis?
13. What is calculus?
14. What is periodontitis?
15. Do you have gum disease?
16. How can gingivitis and periodontitis be prevented?
17. Describe tooth brushing procedures and describe the benefits of toothpaste.
18. Why do we brush our teeth?
19. How do we use a toothbrush to remove plaque?
20. What is important about toothpaste?
21. What kinds of toothpastes are there?
22. Describe oral hygiene methods with braces
23. How does plaque collect around braces and cause decalcification, decay and gum disease?
24. How can you reveal where you have plaque around braces?
25. How do we brush differently with braces?
26. How do we floss and clean between our teeth with braces?
27. How do we floss under a fixed retainer?

**Required Materials:**
2. Basic Oral Hygiene For Patients course online at [www.ITICourses.com](http://www.ITICourses.com) under the “Courses” Tab at the top of the page.
3. Hand Mirror
4. Two-tone disclosing solution and cotton swab
5. Cup with water to rinse
6. Sink
7. Toothbrush (toothpaste optional)
8. Dental Floss (Floss threaders if the student has braces)
9. Demonstration Dentoforms with and without braces and space between the teeth to demonstrate flossing, a demonstration toothbrush, and floss (with floss threaders if any students have braces)
10. Exam gloves for the whole class
11. Hand sanitizer
12. Tongue blades
13. A small camera attached to an instant photo printer could also be used to photograph student disclosing. HIPPA protocol would have to be followed.

**Step-By-Step Procedures for the Lesson to a group of students:**
1. Explain the purpose of the lesson to the group.
2. Project the Basic Oral Hygiene For Patients onto a screen for the group.
3. View the Introduction.
4. Take the Basic Oral Hygiene Pretest as a group asking individuals to answer the questions.
5. View Chapters 1 through 7 of the Basic Oral Hygiene course with different individuals responding to the questions in the interactive quizzes.
6. Project the Basic Oral Hygiene Post-test 1 and either have each student write the correct answer on an answer sheet or have individuals in the group provide answers to the questions.
7. When students pass the post-test, provide a Certificate of Completion in Basic Oral Hygiene.
8. Instruct all students to attend the **Hands-on Training Session** that has been scheduled.
   a. The classroom should be organized ahead of time providing disclosing solution, cotton swabs, a small cup with water, access to a sink, a mirror, a toothbrush, dental floss, and a bag in which to take all materials home (with literature from the trainer). Many of these materials may be obtained from Children’s Healthy Smile Project at [www.childrenssmileproject.org](http://www.childrenssmileproject.org).
   b. Students should bring their copies of the Certificate of Completion to the Hands-on Training Session.
c. Sometimes it is helpful for students to be paired with a buddy so that they can help each other.
d. The trainer will review disclosing the teeth, rinsing, and looking for stained plaque.
e. Then all students should disclose, rinse, and look in their own mouths for plaque, and have the trainer and teacher help them identify the plaque in their own mouths. The students can color on a tooth chart where they have plaque and gingivitis. The trainer can even measure plaque using the Plaque Index and measure gingivitis with the Gingival Index.
f. The trainer will then demonstrate one of the three brushing methods taught in the Basic Oral Hygiene course on the dentoform.
g. Each student will demonstrate brushing (a dry toothbrush without toothpaste may be used)
h. The trainer will demonstrate flossing on the dentoform.
i. Each student will demonstrate flossing throughout the mouth with teacher and trainer supervision and guidance.
j. Every student should then disclose the teeth again, look for plaque, and show the trainer how they did. Again the students can color on a tooth chart where there is plaque remaining on the teeth. These charts should be saved and compared with tooth charting of plaque and gingivitis at the follow-up session. The students should brush and floss again to remove all of the plaque they did not remove the first time.

**Plan for Follow-up:** The trainer should conduct a follow-up hands-on session a month after the first hands-on session where students at least disclose and look for plaque and gingivitis with teacher and trainer supervision. The areas of plaque and gingivitis can be colored on a tooth chart and measured and recorded using the Plaque Index and Gingival Index. This charting can be compared with the charting of plaque and gingivitis at the first hands-on session. Ideally, a short quiz to review the didactic material should also be given to the students to identify any misconceptions and correct their understanding. One particular area to review is the impact of frequent sugar intake on plaque levels, decalcification, decay, and gum disease.

**Plan for Independent Practice and Study:** Study the contents of the ITI Basic Oral Hygiene For Patients course, pretest, quizzes, and both post-tests.

**Closure:** Issue Certificates of Completion in Basic Oral Hygiene and give a reward to all of the students after the hands-on session. In the kit to take home the students should have literature about oral health, samples of 2-tone disclosing solution, a good soft-bristled toothbrush, dental floss sample, and the Certificates of Completion. After the follow-up visit, the students should take home their copies of plaque and gingivitis charting to show their parents. If the follow-up session is 3 months after the first hands-on session, then another soft-bristled toothbrush and sample of dental floss should be included in the packet to take home.
Assessment Based On Objectives: Assessment would be a passing score on the Basic Oral Hygiene Post-test and removal of all plaque from the teeth. Assessment of the overall program would be a comparison of the Pretest scores, Post-test scores, and Follow-up Test Scores (which could be a repeat of the Patient Post-test). Assessment of the success of the Hands-on session would be the comparison of the initial Plaque Index Scores and Gingival Index Scores with follow-up Plaque Index and Gingival Index scores.
Chapter 5: Conducting Training

Conducting Training To A Classroom Of Students As A Group

If the trainer has decided that it is best to conduct training in a group session, then the following methods are suggested. Group training is very efficient if everyone is of similar background. If the group is very diverse, group training can still be effective by matching students with a compatible “buddy” where they are comfortable helping each other.

For viewing the BOH Course in a large group, contact the dental professional months in advance, arrange a time for the hands-on training, and discuss obtaining materials. Purchase all materials. Prepare your Lesson Plan at least a week in advance. Preview the course on the screen or monitor and listen to the sound system beforehand.

Conducting Training To Individual Students Using The Basic Oral Hygiene For Patients Course

If the trainer has decided that it is best to conduct training to individual students, then students may take the Basic Oral Hygiene For Patients course online from any computer, with the trainer supervising or available for help when needed. The trainer may follow the concepts taught in the ITI Courses online course Teaching Basic Oral Hygiene. Contact ITI at 877 872 4611 for access to this course.

If students have a computer at home with a highspeed Internet connection, then the Basic Oral Hygiene course can be taken at home. With this method, the whole family can learn the same oral hygiene concepts.

Arrange with the student a time to conduct the hands-on training. Contact the dental professional to do the hands-on training if necessary. Obtain the materials for the session. Arrange a follow-up session and evaluate the learning that has occurred and the change in oral hygiene and health of the individual.
Chapter 6: Linking Basic Oral Hygiene Course On Your Website For FREE

Help the individuals achieve excellent oral hygiene by linking the Basic Oral Hygiene Course to your website, the websites of your local schools, hospitals, and any other site where people will benefit. This is completely free.

Here are the Instructions for a Web Master:

As a link:
http://iticourses.com/boh.php

Integrated:
<iframe src="http://iticourses.com/boh.php width="100%">
</iframe>