



February 8, 2016

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Northwest Portland Area Indian Health Board
Attention: Joe Finkbonner
Pam Johnson & Christina Peters
2121 SW Broadway Suite 300
Portland, Oregon 97201

RE: Dental Pilot Project Application #100, "Oregon Tribes Dental Health Aide Pilot Project,"
Approval with Addendum

Dear Mr. Finkbonner,

I am pleased to announce approval of the "Oregon Tribes Dental Health Aide Therapist Pilot Project," Dental Pilot Project Program Application #100 with Addendum received October 6, 2015.

This project will test, demonstrate and evaluate the role of Dental Health Aide Therapists (DHAT) in the following areas:

- **Develops new categories of dental health care personnel**
- **Teach new oral health care roles to previously untrained individuals**

The Northwest Portland Area Indian Health Board, as the project sponsor, is approved to proceed with all of the concepts and pilot sites proposed in its application for DPP #100.

Your application to the Dental Pilot Project Program has been approved to operate from June 1, 2016 through May 31, 2021.

Project Approval Period:	June 1, 2016 – May 31, 2021
Approved Project Sites:	
Training/Didactic Phase:	Alaska Native Tribal Health Consortium Dental Health Aide Training Program Anchorage, Alaska: Year One Bethel, Alaska: Year Two
Utilization Phase:	<ul style="list-style-type: none"> • Confederated Tribes of Coos, Lower Umpqua & Siuslaw Indians: CTCLUSI Dental Clinic • Coquille Indian Tribe: Coquille Indian Tribal Community Health Center (CITCHC)

Any modifications to the approved project must be submitted in writing to the Oregon Health Authority (OHA) Dental Pilot Project Program. Modifications require program approval prior to implementation.

Oregon Administrative Rules, 333-010-0460

Modifications:

- (1) Any modifications or additions to an approved project shall be submitted in writing to program staff. Modifications include, but are not limited to the following:
 - (a) Changes in the scope or nature of the project. Changes in the scope or nature of the project require program staff approval;
 - (b) Changes in selection criteria for trainees, supervisors, or employment/utilization sites; and
 - (c) Changes in project staff or instructors.
- (2) Changes in project staff or instructors do not require prior approval by program staff, but shall be reported to the program staff within two weeks after the change occurs along with the curriculum vitae for the new project staff and instructors.
- (3) All other modifications require program staff approval prior to implementation.

The sponsor shall work with the OHA Dental Pilot Project Program to determine the scope and timeline for data submission and reports during the initial six months of the pilot project.

- The Evaluation Plan is due to the program by **July 1, 2016**.
- Baseline data is due to the program by **August 6, 2016**.

Oregon Administrative Rules, 333-010-0435

Evaluation and Monitoring:

- (1) Evaluation Plan. A sponsor of a dental pilot project must have an evaluation plan that includes, but is not limited to the following:
 - (a) A description of the baseline data and information collected about the availability or provision of oral health care delivery, or both, prior to utilization of the trainee;
 - (b) A description of baseline data and information to be collected about trainee performance, acceptance among patient and community, and cost effectiveness;
 - (c) A description of methodology to be used in collecting and analyzing the data about trainee performance, acceptance, and cost effectiveness; and
 - (d) A provision for reviewing and modifying objectives and methodology at least annually.
- (2) Monitoring Plan. A sponsor of a dental pilot project must have a monitoring plan that ensures at least quarterly monitoring and describes how the sponsor will monitor and ensure:
 - (a) Patient safety;
 - (b) Trainee competency;
 - (c) Supervisor fulfillment of role and responsibilities; and
 - (d) Employment/utilization site compliance.
- (3) Data. A sponsor's evaluation and monitoring plans must describe:

- (a) How data will be collected;
 - (b) How data will be monitored for completeness; and
 - (c) How data will be protected and secured.
- (4) A sponsor must permit project staff or their designees to visit each employment/utilization site at least monthly during the first six month period and at least quarterly thereafter.
- (5) A sponsor must provide a report of information requested by the program in a format and timeframe requested.
- (6) A sponsor must report adverse events to the program the day they occur.

The OHA Dental Pilot Project Program is responsible for monitoring approved pilot projects. Program staff shall evaluate approved projects and the evaluation shall include, but is not limited to, reviewing progress reports and conducting site visits. The Program is responsible for ascertaining the progress of the project in meeting its stated objectives and in complying with program statutes and regulations.

The OHA Dental Pilot Project Program will monitor DPP #100 through written reports and site visit evaluations. In addition, we expect the Evaluation Committee to assist the Dental Pilot Project Program with the monitoring and development of guidelines to strengthen protocols, if possible, pursuant to their findings.

Oregon Administrative Rules, 333-010-0455

Program Responsibilities:

- (1) Project evaluation. Program staff shall evaluate approved projects and the evaluation shall include but is not limited to:
- (a) Periodically requesting written information from the project, at least annually to ascertain the progress of the project in meeting its stated objectives and in complying with program statutes and regulations; and
 - (b) Periodic, but at least annual, site visits to project offices, locations, or both, where trainees are being prepared or utilized.
- (2) Site visits.
- (a) Site visits shall include, but are not limited to:
 - (A) Determination that adequate patient safeguards are being utilized;
 - (B) Validation that the project is complying with the approved or amended application; and
 - (C) Interviews with project participants and recipients of care.
 - (b) An interdisciplinary team composed of representatives of the dental boards, professional organizations, and other state regulatory bodies may be invited to participate in the site visit.
 - (c) Written notification of the date, purpose, and principal members of the site visit team shall be sent to the project director at least 14 calendar days prior to the date of the site visit.
 - (d) Plans to interview trainees, supervisors, and patients or to review patient records shall be made in advance through the project director.

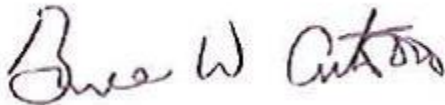
- (e) An unannounced site visit may be conducted by program staff if program staff have concerns about patient or trainee safety.
- (f) A report of findings and an indication of pass or fail for site visits shall be prepared by program staff and provided to the project director in written format within 60 calendar days following a site visit.

The OHA Dental Pilot Project Program will work collaboratively with the Northwest Portland Area Indian Health Board.

An Evaluation Committee will be developed to monitor and review the approved pilot project. The Evaluation Committee is an interdisciplinary team composed of representatives of the dental boards, professional organizations, other state regulatory bodies and interested parties that have applied to participate in evaluating the approved project.

Ms. Sarah Kowalski will serve as the Project Coordinator and you may contact her with any questions at 971-673-1563 or sarah.e.kowalski@state.or.us.

Respectfully,

A handwritten signature in black ink that reads "Bruce W. Austin". The signature is written in a cursive style with a large initial "B" and a stylized "A".

Bruce W. Austin, DMD
Oregon State Dental Director