

September 2009

To: Classes of 2010 & 2011

Cc: Ms. Gurpreet Gill, Ms. Michelle Nucci, Dr. Greg Huang

From: Geoff Greenlee, DDS, MSD, MPH, Director, Predoctoral Orthodontics  
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Re: **ORTHO 631—Orthodontic Clinic Requirement**

As part of your complete clinical education, you must start and finish a clinical experience in orthodontics. The clinical course for orthodontics is Ortho 631.

Ortho 631 has 2 "arms" to fulfill the clinical requirement. You must choose one arm to complete the course. You may either treat a limited orthodontic patient from your patient pool or do a focused clinical observation of a patient in the graduate orthodontics clinic. Ortho 631 observation or clinic may be started during your third or fourth year. You may do both observation and treatment of a patient if you are interested. You will register for Ortho 631 during the quarter that you start your experience or patient treatment. You will receive an "Incomplete" on your transcript until you have satisfactorily completed Ortho 631. The evaluation for Ortho 631 is Satisfactory/Non-satisfactory/Honors.

Information about both arms of Ortho 631 can be found on the website: <a href="http://courses.washington.edu/predoc">http://courses.washington.edu/predoc</a>
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Chose one or both of the following "arms" of the course:

**Observation Arm:**

1. If you wish to do the observation experience, please refer to the Ortho 631 Observation instructions and other materials. If you have any questions, please contact Dr. Greenlee.
2. Contact Michele Nucci ([mnucci@u.washington.edu](mailto:mnucci@u.washington.edu)) or Gurpreet Gil ([naveen@u.washington.edu](mailto:naveen@u.washington.edu)) in the Department of Orthodontics to be assigned to observation under a graduate orthodontics resident.
3. You will receive a letter about a patient to be observed from your assigned Ortho resident. You must review the case and attend a **minimum of 4 clinic sessions** with that particular patient.
4. Complete all the required documentation and fully understand the patient's orthodontic diagnosis, objectives, and treatment plan.
5. Prepare an Observation Report and turn it in **with a copy of the initial photos** and all other required documentation to Dr. Greenlee. When your work is complete & accurate you will be granted credit for Ortho 631.

**Clinical Treatment Arm:**

1. **Find a patient** in need of limited orthodontic treatment. Start your search as soon as possible. Suitable cases might be:
  - alignment of teeth for improved restorations and esthetics
  - anterior space elimination/reduction/re-arrangement for esthetics
  - missing teeth that require pre-prosthetic ortho treatment of abutments
  - single teeth that require extrusion for crown lengthening
  - single teeth requiring orthodontic extraction for ridge preservations as implant sites
  - space re-gaining in the mixed dentition
  - posterior cross-bites in the mixed dentition
  - anterior crossbites with CO/CR discrepancies in the mixed dentition

All prospective limited orthodontic patients must be **periodontally stable and have caries control**.

The goal for Ortho 631 clinic is to do LIMITED treatment taking ~6 months. If you have questions about the appropriateness of a potential patient, you should seek preliminary approval from Dr. Greenlee. Schedule an appointment via email ([geoffg@u.washington.edu](mailto:geoffg@u.washington.edu)) and bring rough or final models, radiographs, and the restorative treatment plan.

You are encouraged to find a partner to help you do the case. Each person will receive credit and will each need to be present for at least half of the treatment visits and the bonding and de-bonding appointments.

**Do not simply refer prospective patients to the orthodontic department.** You are expected to participate in the screening and diagnosis of your patients. If your patient has functional concern such that a "live" screening must be done, schedule an appointment with the ortho scheduler and attend the appointment with the patient.

2. All limited ortho patients need to have the following **records**:
  - Orthodontic models (impressions made, CO wax bite taken, models poured, and acceptably trimmed in centric occlusion (according to orthodontic standards).
  - Radiographs: panoramic or full mouth. Most dental school patients will have pre-existing radiographs; for those patients without radiographs, the supervising faculty will decide on necessary films. Required radiographs must be taken in Dental Radiography and paid for by the patient (in addition to the fee for orthodontic limited treatment).
  - Photographs: intra- and extra-oral. Photographic equipment is available in clinic. Please provide Dr. Greenlee with a hard copy of the formatted photos (complete with patient info) for clinic records.
3. **Review checklist** (below). Go over the records and discuss the **treatment plan** with the supervising faculty member (usually Dr. Greenlee) (bring the checklist) and then with your patient. You will be assigned to a team of orthodontic residents. Get an informed consent document from Dr. Greenlee, review and sign it with your patient.
4. **Financial Agreement and a Down-payment** must be made before the start of any treatment! The fee is kept very low and is a significant value; we want limited ortho to be within the reach of your patients. The fee does not cover replacement retainers or extensive lab-processed devices. Ms. Gurpreet Gill in the graduate ortho clinic (B338) will help you with arranging payment. Her number is 543-4203. The fee must be paid in full and the Orthodontic Fee Agreement signed before treatment is initiated.
5. Schedule the necessary **appointments** with your patient in the graduate orthodontics clinic. You assigned team of grad students will oversee the treatment of your case. **You must schedule in their clinic time or another time agreeable to them.**
  - Appointments will be made with Ms. Gurpreet Gill, the program coordinator in the graduate orthodontic clinic. Ms. Gill may be reached in person (B-338), by email ([naveen@u.washington.edu](mailto:naveen@u.washington.edu)), or by phone (543-4203). Make sure that your patients understand that they must be available on a monthly/regular basis.
  - For adjustment appointments (for patients with fixed appliances), you should check out an orthodontic adjustment cassette from central sterilization; other materials and instruments will be available in the clinic.
  - You must provide handpieces during appointments if you patient is being bonded, debonded, or is having brackets repositioned.

- Have fun doing some orthodontics and see those teeth move!
- Make sure each time you see your patient you make a meaningful entry in the patient's chart and get it signed by your attending faculty person. Chart notes should be organized into "PARTS" or "Observed," "Treatment," and "Next Visit" format.
- Scheduling an appointment for your patient commits you or your partner to show up and administer treatment to your patient. **Do not** schedule your patient and expect the graduate student to do the work if you don't show. Missing an appointment and "dumping" on another provider is a serious breach of professionalism and ethics and endangers your ability to pass Ortho 631.

6. **Emergencies:** Give patients your voice mail number in case of emergencies. If the patient has significant pain and must be seen, schedule an appointment in the graduate orthodontic clinic. Faculty supervision is available 9:30-12:00 Monday-Friday, and Wednesday 2:00-5:00. Understand that true orthodontic emergencies are rare; usually most problems can be handled over the phone.

7. After treatment is finished, a new series of **final study models, CO wax bite**, and new final intra- and extra-oral photographs must be obtained. The final records need to be returned to Dr. Greenlee, who will keep them together with the treatment entries. **You will not receive credit for the course until you have turned in acceptable final records.** A competency evaluation will be given at that time.

8. The **retention** of the treatment is also your responsibility; you may need to fabricate retainers and provide for their maintenance. Any additional retainers fabricated by a professional lab may be billed separately to the patient.

9. You will receive a Satisfactory/Non-satisfactory grade based on your clinical performance. Honors are available for superlative work if a summary of treatment is written. The write up and initial and final photographs are used to prepare a **presentation booklet** in the style of the American Board of Orthodontics. Talk to Dr. Greenlee to see examples of this.

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## LIMITED ORTHO CLINICAL TREATMENT CHECKLIST

- Patient/case identified
- Case approved (fits description or approved by Dr. G)
- Initial Records
  - Models trimmed with CO wax bite
  - Intra- & extra-oral photos taken and printed
  - Recent panoramic radiograph (or full-mouth series)
- Diagnosis & Treatment planning session with Dr. G, forms filled out
- Register for Ortho 631
- Patient treated
- Final Records
  - Final models trimmed with new CO wax bite
  - Final intra- & extra-oral photos taken and printed