

11 JUNE 2001



Dental

BASE DENTAL SERVICES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: 3 DS/SGD (SMSgt Dan R. Elfring)
Supersedes 3WGI 47-101, 12 November 1996

Certified by: 3 DS/CC (Col Rick M. Smith)
Pages: 4
Distribution: F

This instruction implements AFPD 47-1, *Dental Services*, and prescribes the responsibilities, policies, and procedures for providing dental care at Elmendorf AFB. The provisions of this instruction apply to all organizations and individuals assigned to Elmendorf AFB and other authorized personnel requesting dental care at this installation. This publication does not apply to US Air Force Reserve or Air National Guard units and members.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

1. Responsibilities:

- 1.1. The Dental Squadron Commander will provide facilities and treatment programs to maintain the oral health of personnel authorized treatment at Elmendorf AFB.
- 1.2. Liaison will be maintained with unit commanders to ensure unit participation in the reduction of broken appointments.

2. Types of Dental Care Authorized:

- 2.1. **Emergency Care.** Dental care rendered to relieve pain, control bleeding, manage acute septic conditions, and treat injuries to the oral facial structures.
- 2.2. **Routine Dental Treatment.** Includes all care of the oral structures as commonly practiced by the profession.

3. Persons Authorized Dental Care:

3.1. Emergency Care. Active and retired members of the uniformed services and their eligible family members.

3.2. Routine Dental Treatments:

3.2.1. All active duty uniformed service members.

3.2.2. Family members of active duty personnel not enrolled in TRICARE Family Member Dental Program (TFMDDP), and family members of individuals who died while serving on active duty are treated on a space available basis.

3.2.3. Retired members of the uniformed services and family members of retirees, living or deceased are treated on a space available basis.

3.2.4. All other categories of beneficiaries.

4. Treatment Priorities:

4.1. Dental Emergencies:

4.2. Routine Care:

4.2.1. Active duty personnel in dental readiness Class 3 and 4.

4.2.2. Active duty personnel on flying status, special operations duty (missile crew members, controllers, space operations personnel), and personnel selected for remote or isolated duty.

4.2.3. All other active duty members of the uniformed services and its allies.

4.2.4. All other categories of patients as listed in AFI 41-115, *Authorized Health Care and Health Care Benefits in the Military Health Services System (MHSS)*.

4.2.5. Non-active duty beneficiaries will be treated on a space available basis only.

5. Dental Treatment. Dental care will be provided at the dental clinic in the medical center. Duty hours are 0730-1630, Monday through Friday.

6. Procedures For Obtaining Emergency Dental Care:

6.1. Patients with dental emergencies **DURING** the duty day should call 580-5020 for an urgent care evaluation appointment. Same day appointments are always available for urgent care.

6.2. All personnel with dental emergencies **AFTER** normal duty hours should contact the 3rd Medical Group Emergency Room at extension 580-5555.

7. Procedures For Obtaining Routine Dental Care:

7.1. Military Personnel. Dental examinations may be scheduled through the dental reception desk (580-5020). Appointments for treatment will then be scheduled as directed by the examining dental officer.

7.2. Family Members of Active Duty Military. Authorized family members of active duty personnel, not enrolled in TFMDDP are eligible for routine care on a standby basis. The type and quantity of care afforded family members of active duty military personnel is based on the capabilities of the dental staff and the workload presented by active duty personnel. The Dental Squadron Commander

determines the amount and type of treatment available. Additional information may be obtained by telephoning the Dental Clinic at extension 580-5020, Monday through Friday, 0730-1630.

7.3. Retired Personnel and Their Family Members. The type and quantity of care afforded retirees and their family members, on a standby basis, is based on the capabilities of the dental staff and the workload presented by active duty personnel. Additional information may be obtained by telephoning the Dental Clinic (Monday through Friday, 0730-1630).

8. Treatment of Minors:

8.1. Patients should be at least 3 years of age before routine dental care is initiated.

8.2. A parent or legal guardian must be in the dental clinic whenever children under 18 years of age are receiving dental treatment. **EXCEPTION:** A parent or legal guardian can sign an optional "Parental Authorization for Dental Care" form for children 13-17 years of age, after examination and discussion of the proposed treatment plan with the examining dentist. This will allow the child to receive routine, non-surgical care without the presence of an adult. Family members who are unruly, or uncooperative, may be asked to seek civilian care at the sponsor's expense.

9. Broken Appointments and Cancellations:

9.1. An appointment is considered broken if the patient does not appear at the appointed time. Unit commanders will be notified, by letter, when active duty personnel fail to keep appointments.

9.2. If patients need to reschedule a dental appointment, it must be done at least the day prior to the scheduled appointment. If the appointment is not met, or the call is received the same day as the appointment, it will be considered a broken appointment. If a patient is in Class 3, only Squadron Commanders, First Sergeants, or supervisors can reschedule their appointment at any time.

9.3. Broken and canceled appointments may be rescheduled through the dental reception section at the Dental Clinic, or by telephone at 580-5020.

10. Air Force Dental Readiness Assurance Program (AFDRAP):

10.1. The Dental Squadron AFDRAP monitor will coordinate with the unit health care monitors to schedule/reschedule personnel requiring a dental examination appointment.

10.2. The Dental Squadron AFDRAP monitor will notify the unit commanders of those personnel who fail to meet their scheduled AFDRAP appointment.

11. Preventive Dentistry Program. The preventive dentistry program provides education services and treatment to help prevent oral disease and injury. It consists of three phases:

11.1. Clinical Phase. This phase includes examinations, preventive treatments and counseling, athletic mouth guards, and restorative treatments if appointment space is available.

11.2. Community Health Phase. This phase deals with health education and public programs for the community serviced by the Dental Squadron. It includes use of the media, group presentations, school programs, and monitoring fluoride levels.

11.3. Family Members Children's Phase. The children's phase will include the following:

11.3.1. Active promotion of National Children's Dental Health Month using oral health displays, oral health posters, oral health literature handouts, base newspaper articles, group lectures and coordinated with respective school principals are among the media which may be used.

11.3.2. Coordination with the Family Advocacy Officer in cases of suspected maltreatment, as outlined in Dental Instruction 160-2.

12. TFMDP:

12.1. Direct care for services covered by TFMDP is not normally authorized at military dental facilities. Services not covered by TFMDP are authorized on a space available basis. Emergency services are authorized anytime.

12.2. Questions regarding TFMDP enrollment procedures should be directed to the TRICARE Flight at 580-6470. Questions regarding procedures covered by TFMDP may be directed to the health benefits advisor at 580-6407.

12.3. Specific questions concerning availability of care can be answered by contacting the Dental Squadron Superintendent at 580-5024.

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Commander