

Chapter 8

LEGALITIES AND DOCUMENT REQUIREMENTS

Every country of the world has its own bureaucracy set up to regulate and control health care providers. It is necessary for the well being of the people. The credentials of people practicing medicine have to be verified in some way or there would be more witchcraft medicine. We have seen some horrible things done in the name of medicine in third world countries by medicine men. So, there really is a need for laws and licensing in all countries to protect their populations.

Dentistry normally falls under the category of health care delivery, which is regulated by a medical or dental board. This can be called the Ministry of Health, Dental Council, or in some cases a single Dental Coordinator for the country. They are responsible for overseeing any training, which may be authorized for the profession. They are responsible for verifying the competency of those who go into practice. They are responsible for enforcing laws and regulations of that country for the profession. So, they naturally must review the credentials of anyone coming into their country to practice.

The laws governing dentistry from one country to another are varied, from being complex such as those in the United States, to non-existent in some third-world countries. Nomenclature for the job descriptions of dental care workers will vary from country to country, but do provide an understanding of who is trained for what. The legal job description explains what each person is trained and licensed to do within that country.

For example, Oklahoma definitions are as follows:

The **Dentist** is trained in all aspects of dental practice with specialty areas for complex cases. He must normally be licensed and insured in the country where he practices.

Any person shall be regarded as practicing dentistry within the meaning of this act who:

- (a) shall hold himself out or employ methods, in any way, representing himself as being engaged in the practice of dentistry
- (b) shall hold himself out, in any way, as being able to diagnose or profess to diagnose or examine clinical material and contract for the treating thereof;
- (c) shall treat or profess to treat by professional instructions;

- (d) shall hold himself out as treating any of the diseases or disorders or lesions of the oral cavity, teeth, gums, maxillary bones and associate structures;
- (e) shall remove teeth;
- (f) shall repair or fill cavities in human teeth;
- (g) shall correct or attempt the correction of malposed teeth;
- (h) shall administer anesthetics, general or local;
- (i) shall treat deformities of the jaws and adjacent structures;
- (j) shall use x-ray and interpret dental x-ray film;
- (k) shall offer or undertake, by any means or methods to remove stains, discolorations or concretions from the teeth;
- (l) shall operate or prescribe for any disease, pain, injury, deficiency, deformity, or any physical condition connected with the human mouth;
- (m) shall take impression of the teeth and jaws;
- (n) shall furnish, supply, construct, reproduce or repair, prosthetic dentures (sometimes known as plates), bridges or other substitutes for natural teeth for the user or prospective user thereof;
- (o) shall adjust or attempt or profess to adjust any prosthetic denture, bridge, appliance or any other structure to be worn in the human mouth;
- (p) shall diagnose, make and adjust appliances to artificial casts of malposed teeth for treatment of the malposed teeth in the human mouth, without instructions;

The **Dental Hygienist** is trained and licensed to clean teeth, apply preventives such as sealants, take x-rays, take impressions, and even to do injections for anesthesia in many states.

195:15-1-6. Duties that may be delegated to Dental Hygienists:

- (a) A legally licensed, registered and practicing dentist in the State of Oklahoma may delegate to a licensed and registered hygienist the following procedures for which the dentist exercises direct supervision and full responsibility, if such service is performed at the office of and in the office area in which the duties are assigned. The dentist as the primary dental health care provider is ultimately responsible for the services performed by the dental hygienist. The dental hygienist is under the direct supervision of the dentist. Direct supervision may be interpreted to include the supervising dentist allowing a registered dental hygienist to treat current patients of record during reasonable and temporary absences as long as the absence does not exceed one working day. Providing, however, a registered dental hygienist may not perform any expanded functions recognized by rule during the absence of the supervising dentist.

- (1) Those functions as set forth in and enumerated by Section 34 (Title 59 O.S. 328.32) of the 1981 State Dental Act.
 - (2) Those functions as authorized for dental assistants and/or dental nurses set forth in rules as prescribed duties duly promulgated by the Board of Governors of Registered Dentists.
 - (3) Dental charting.
 - (4) Periodontal charting.
 - (5) Classifying occlusion.
 - (6) Prescribed treatment of localized alveolar osteitis and pericoronitis.
 - (7) Preparing, placing and removing periodontal packs.
 - (8) Placement of temporary fillings.
 - (9) Cleaning of removable prostheses and insertion.
 - (10) Removal of overhanging margins.
 - (11) Root planning.
 - (12) Polishing amalgam restorations.
 - (13) Application of pit and fissure sealants.
 - (14) Placing and removing rubber dams.
 - (15) Removing sutures.
 - (16) Soft tissue curettage.
- (b) In addition, those dental hygienists who have successfully completed training as approved by the Board of Governors of Registered Dentists may perform duties such as:
- (1) Administering analgesia (nitrous oxide).
 - (2) Administer local anesthesia, on written order of the dentist.
- (c) The following procedures cannot legally be performed by a Dental Hygienist:
- (1) Application of Bleaching Compound.
 - (2) Re-contouring of incisal edges.

A **Dental Assistant** is trained to assist the dentist as he or she directly treats patients. They are trained to provide a wide variety of chair-side procedures to assist the dentist and patient.

195:15-1-3. Duties that may be delegated to Dental Assistants and Dental Nurses:

- (a) A legally licensed, registered and practicing dentist in the State of Oklahoma, may delegate to a dental assistant and/or dental nurse those procedures for which the dentist exercises direct supervision and full responsibility, if such service is performed at the office and in response to a specific direction of such dentist personally present in the office area in which the duties are assigned and performed. THOSE DUTIES MAY INCLUDE:
- (1) Applying topical anesthesia;

- (2) Taking impressions and wax bite for diagnostic purposes only;
 - (3) Removing sutures;
 - (4) Removing supragingival cement from the coronal surface of teeth (not to include fully hardened cement that must be scaled off or removed with a rotary or power drive instrument);
 - (5) Placement or removal of gingival retraction material;
 - (6) Removing uncemented bands;
 - (7) Clipping and tucking ligature wires;
 - (8) Clipping out ligatures and removing archwires;
 - (9) Measuring and marking archwires;
 - (10) Fitting bands (for preliminary size determination only);
 - (11) Placing elastics and instructing patients in their use;
 - (12) Ligating archwires after placement by doctor;
 - (13) Fitting head gear and giving instructions.
- (b) In addition those dental assistants who have successfully completed training as approved by the Board of Governors or Registered Dentists may perform such duties as:
- (1) Exposing intra and extra-oral radiographs;
 - (2) Polishing coronal surfaces of teeth or preparing teeth for band cementation (following scaling by the dentist or dental hygienists);
 - (3) Applying topical fluoride and desensitizing agents;
 - (4) Placing periodontal dressing (not to include removal);
 - (5) Placing and removing rubber dam;
 - (6) Assisting in the administration of nitrous oxide analgesia under the direct supervision and at the full responsibility of the dentist who is physically present in the office.

The **Dental Technician** fabricates prosthetic devices for the dentist. The dentist takes final impressions and bite registration to duplicate the mouth for the dental technician to fabricate a restoration or prosthesis. There are formal training and licensing standards in some countries, much like those found in the U.S.

Section 35. Definition of Dental Laboratory and Dental Laboratory Technicians:

A **Dental Laboratory** is an establishment, the name and location of which is duly filed in the official records of the Board of Governors, where a Dental Laboratory Technician offers or undertakes to perform the services of a dental laboratory technician as described below. It further means any place or space equipped with dental laboratory benches, cabinets, motors, furnaces, materials and other mechanical and laboratory equipment that is considered necessary for the completion of the services rendered in a dental laboratory.

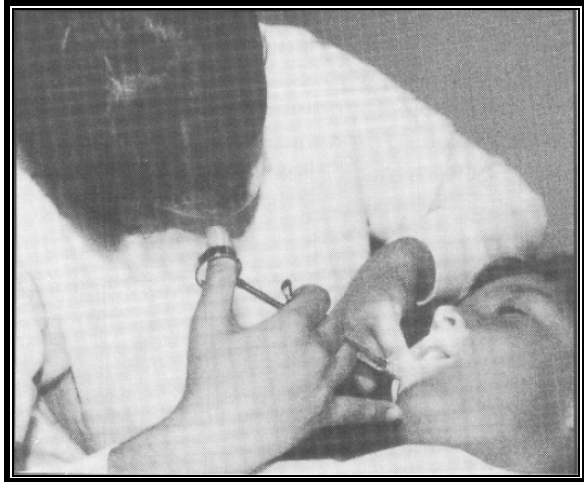
A **Dental Laboratory Technician** is any person whose name is duly filed in the official records of the Board of Governors, who may, only upon the specific

written work authorization of a licensed dentist and by using inert materials and mechanical device, make, produce, reproduce, construct, furnish, supply, alter or repair for the licensed dentist any prosthetic denture, bridge, appliance or thing to be used in, upon or in connection with any human tooth, jaw or associated structure or tissue of the human mouth, or in the treatment of any condition thereof.

The **Dental Nurse** has training for primary care and prevention. New Zealand, Papua New Guinea, and Jamaica have dental nurses who teach brushing and oral hygiene in the grade schools. They can extract deciduous teeth, place fillings, apply sealants, and do fluoride treatments. They do a very good job. I have worked with dental nurses in other countries and found them to be a tremendous asset to dental care where there were not enough dentists to go around. This is an effective way of providing low cost primary care to all of the grade school children of a country.

The **Dental Therapist** in Canada is licensed to work under the direct supervision of a licensed dentist to perform a wide variety of procedures not too different from the dentist himself. However, dental therapists cannot diagnose or prescribe a treatment plan.

SUMMARY OF SERVICES DENTAL THERAPISTS ARE TRAINED TO PROVIDE



Dental Therapist Administering Local Anesthetic

Holders of a Diploma of Dental Therapy, granted by the Department of National Health and Welfare Canada, are trained at the National School of Dental Therapy to provide the following specific services in accordance with the training program and after written treatment plans have been prescribed by qualified dentists.

1. The dental therapist carries out, as follows, a comprehensive dental treatment program as instructed by a dentist for approximately 70% of the working time. Treatment must be consistent with standards of quality and standardization of methods as laid down by the National School of Dental Therapy.

- a) Chart patients and document information:
Dental therapists gather patient data for dental case histories and complete patient charting.

Dental therapists cannot diagnose dental conditions nor prescribe treatment plans and must not begin treating patients until the signature of the supervising dentist is obtained for each treatment plan.

However, there are two exceptions in that dental therapists are trained to recognize dental decay on an x-ray, and in cases of emergency by following established procedures, can provide some dental emergency care without instruction from a dentist.

- b) Expose and develop dental radiographs (x-rays):
Radiographs may be taken to assist the examining dentist.
- c) Make radiographic diagnosis of caries (dental decay):
Dental therapists are taught to identify and chart dental caries and differentiate between normal and abnormal radiographic appearances, but diagnosis is limited to dental caries.
- d) Administer local anesthetic:
Procedures are standardized and aspirating syringes are used for infiltration and Mandibular nerve block techniques.
- e) Provide treatment to oral soft tissues by:
Charting periodontal (gum) disease. Scaling, cleaning and polishing teeth. Treating some periodontal emergencies.
- f) Routinely use the rubber dam for restorative procedures (dental fillings).
- g) Provide the following restorative procedures for both adults and children:
Prepare teeth for and placement of silver amalgams and resin restorations (fillings) and if necessary support with pins.

Finish and polish dental restorations.

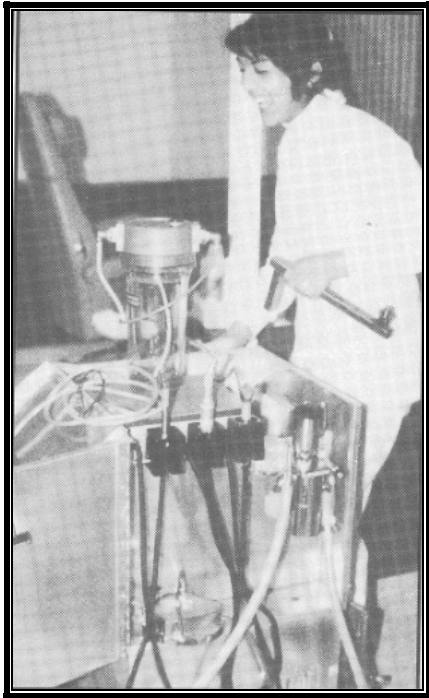
Perform vital pulpotomies for primary teeth.

Place stainless steel crowns on primary molar teeth.
- h) Perform uncomplicated extraction of primary and permanent teeth:

Dental therapists are not taught to perform soft tissue surgery or to remove bone but can place sutures when necessary.

The removal of roots should be attempted only when they are clinically visible and appear uncomplicated.

Instruction is given concerning surgical and post surgical complications; however, the dental therapists cannot prescribe drugs.



Dental Therapists Repair and Maintain Their Equipment

- i) Provide an emergency service:
Dental therapists are given instruction in medical and dental emergency conditions.
 - j) Take impressions of teeth and make study models when requested by the supervising dentist.
2. Conduct a preventive dental health program for approximately 20% of working time by:
- a) Dental hygiene education:

This is carried out individually at the chairside and in the classroom, with parents, teachers and organizations as required.
 - b) Preventive treatment program:

This activity includes the application of topical fluoride solutions and pit and fissure sealants as well as conducting a comprehensive school preventive dental program according to the standardized manual provided by the National School of Dental Therapy.

- 3. Perform duties in accordance with the 'Operations Manual – Field Programme':

- a) Administration:

Maintain accurate dental records and treatment statistics.

Submit treatment reports monthly as required for data processing.

- b) Equipment and instruments:

Service and maintain equipment in good condition. (Equipment, instruments and supplies, as well as all dental procedures, are standardized across Canada, provided by the Federal Government and ordered from the National School of Dental Therapy.

- c) Referral services:

Maintain, for the supervising dentist and subsequent transfer to a private dental practitioner, a referral list of patients requiring treatment, which is beyond the scope of training for the dental therapist.



Doing Fillings With A Friend

Malpractice

Malpractice is generally considered to be a harmful act inflicted upon a patient by a trained professional, which exceeds or violates the code of standard care. The dictionary calls it criminal negligence or wrongful treatment of a patient by a trained professional, or negligent provision of professional services.

In the case of dentistry, any auxiliary working under the direct or indirect supervision of a dentist is responsible to him. The dentist is liable for the actions of him or herself and the auxiliary. The entire office staff is considered an agent of the dentist and should be covered by malpractice insurance. Normally a physician or dentist will purchase "umbrella coverage" for liability, which covers his staff, himself and building twenty-four hours a day. The dental hygienist can purchase malpractice insurance for him or herself as a trained professional in addition to the dentist's coverage.

It is foolish not to have malpractice insurance. Yet, there are a few dentists who refuse to carry the insurance because of its expense. How can you afford **not** to carry malpractice insurance?

International malpractice suits are possible, but due to the great expense to the patient are rare. Two separate instances where a death resulted in the course of treatment in another country were as follows. In one, the practitioner was put in jail and had to pay restitution to the family before his release. In the other, a local practitioner accepted blame and was jailed while the one who performed the surgery fled the country. The local practitioner accepting responsibility was kept in jail several months before being released. You must realize that you are not in the United States and are subject to the laws of that government if a problem arises. Do not take chances or break the laws of the country you visit.

There is a good article by Peter M. Sfikas J.D. in the February 1999 Journal of the American Dental Association entitled "Volunteering Your Services". In this article, Mr. Sfikas discusses liability issues in providing free dentistry to those in need both in the United States and abroad. As a general rule, volunteer services are covered anywhere in the world for claims brought into the United States against a dentist. Coverage is generally given for dental care performed outside the primary office, regardless of whether it is for profit or volunteer services.

Retired dentists may obtain an amended or part time policy for donating their services at a much reduced premium, sometimes as little as 10% of normal premium. Those retired dentists would still need to abide by state law and have a current valid license.

Credentials For Practice in Another Country

The American Dental Association will prepare a letter of introduction for you. It states that you are a member in good standing with the American Dental Association. The **ADA Center for International Affairs** 312-440-2500 ext. 2726 or 800-621-8099 ext. 2725 or www.ada.org/ada/international/index.asp.

A steering committee of the American Dental Association manages the dental division of Health Volunteers Overseas and can provide a way for professionals to be involved in foreign projects. They evaluate overseas facilities and provide a mechanism for volunteers to help.

Some countries require you to submit documents such as diploma, license, references, personal data, and specific application forms for their review before issuing a work permit for you to practice. That permit is issued for a specific period of time, and a government representative, such as a dental nurse may work with you during that time. Jamaica requires that sort of detail. They also want a list of every instrument, piece of equipment, and medicine that you intend to bring with you. Those documents are stamped and a work permit issued for you to present at customs when you enter the country. Without these documents customs will confiscate or impound your dental equipment and supplies.

A dental license is a more difficult document to obtain in countries, which have plenty of dentists. I would say it is easy to obtain in countries with great dental needs. In Mexico for example, it is very difficult to get a dental license because there are many well-trained dentists there. Inquire about licensure six months in advance of your trip if possible. Mail may be slow back and forth between you and the dental council. It took me a full three months to get all of my forms and references complete for Jamaica. Use the fax or email whenever possible to send documents.

Government sponsored positions many times do not require a license or permit from their country in order for you to practice. Occasionally, you find they can issue their own or can easily obtain one for you without a lot of fanfare. A common nomenclature would be "visiting professorship." Malpractice will generally be taken care of for you by the facility. Check all of those details before you go in order to be well informed.

University faculty teaching positions normally do not require a license unless you are working directly on patients for specialty demonstrations. Even then, I do not think it would be required. But that courtesy could be extended to you for your services in that country. **KNOW BEFORE YOU GO!**

NOTES

**~ EXAMPLE OF APPLICATION FOR A WORK PERMIT, REGISTRATION AND
IMPORTATION OF SUPPLIES AND EQUIPMENT INTO JAMAICA ~**

Address

Date

Ministry of Health
Personnel Division
11 Caledonia Avenue
Kingston 5

RE: Work Permit Exemption for Short Term Volunteer

Please assist in seeking an exemption from the Work Permit requirement to the following:

NAME.....
ADDRESS.....
DATE OF BIRTH.....
PLACE OF BIRTH.....
NATIONALITY.....
MARITAL STATUS.....NO. OF CHILDREN.....
PROFESSION.....QUALIFICATION.....
DATES OF VOLUNTEER SERVICE.....
LOCATION OF VOLUNTEER SERVICE.....

THE ABOVE VOLUNTEER has been duly registered by his/her appropriate Council of JAMAICA and has been given permission for the above period of service by _____ under whose general supervision this volunteer will work.
(health authority)

Signature (sponsor or volunteer)

Name (BOLD LETTERS)

Attached is one passport photograph.

PROFESSIONAL REGISTRATION FOR SHORT TERM VOLUNTEERS

All doctors, dentists, dental hygienists, dental technicians, pharmacists, nurses, dieticians, radiographers, medical technologists, speech, occupational and physical therapists must be registered with their respective Council before practicing their profession in Jamaica, even if only for a day. No Council will give this "special" registration unless they are confident that the period of volunteer service is recommended by both the local health authority and the respective Head of the Department at the Ministry of Health. The whole process will be facilitated if the form below is filled out and signed (by applicant or sponsor for him/her, local and head office authorities) and sent with credentials and application form to the respective Council as above.

A small registration or processing fee is charged.

Supervised students in above fields also need permission to work.

The local health authority is the Medical Officer (Health). Prior dialogue facilitates patient flow, appropriate drug regimes, referrals, follow up, and better integration with our health system. Dialogue ideally should begin before final dates are set.

SHORT TERM VOLUNTEER

DATE _____

REGISTRAR _____

_____ COUNCIL OF JAMAICA

I _____ apply for special registration

as a _____ in order to volunteer my service

profession _____

for the period _____ at _____

Dates (specific) Facility/Location

in the (civil) parish of _____.

Local contact person or sponsor is

Name _____

ADDRESS _____

TEL. NO. _____

Sponsor's Signature

Authorization by Health Authorities (Local signature must be procured first)
I recommend the above

Signature	Position Local Health Authority	Date
Signature	Position Head Office, Ministry of Health	Date

THE DENTAL ACT**APPLICATION FOR REGISTRATION AS A DENTIST****To the Dental Council of Jamaica**

Name of Applicant.....
(Surname first, block letters)

Address (1)

Date of Birth.....Place of Birth.....

Nationality.....

Intended place of practice or employment.....

Qualifications:

Degree or Diploma.....Date granted (2).....

Institution.....

Address.....

Postgraduate qualification.....

COUNTRIES OR INSTITUTIONS (in which you have practiced since qualifying)	FROM	DATE	TO
--	------	------	----

In what countries, states or provinces are you now registered or entitled to practice as a Dentist? (3)

.....

Has your registration or entitlement to practices as a Dentist ever been cancelled or suspended?

.....

If so, for what reason and on what date?.....

.....

Names and addresses of three character referees:

1.....

2.....

3.....

I enclose:

- a) Certified (notarized) copies of diploma or degree and of current registration (if applicable). A certified translation must accompany all credentials if not in English.
- b) Applicable fee. (4).
- c) 2" x 2" passport type photograph

I hereby apply to be registered as a Dentist and declare that I am the person named in the enclosed diplomas or certificates and that the above information is true and correct.

.....
Signature of Applicant

.....
Date

Form A – 2

(To be completed by a Dentist or Medical Practitioner registered in Jamaica or by a person of standing in the country of residence of the applicant who has known the applicant for at least a year.)

I.....of.....
(full name, block letters)

certify that I have been acquainted with the applicant for.....
years and that he/she is of good character

Date..... Signed.....

Address.....

.....

.....

Qualification.....

.....

Notes:

- (1) The Registrar must be notified of any subsequent change of address.
- (2) Recent graduates must request the Dean of their institution to write directly to the Council to assure the Council that the applicant is a bona fide graduate.
- (3) All other applicants must request their current registering body to write directly to the Council, stating the applicant is a dentist in good standing. This requirement need not be met by those seeking temporary registration.
- (4) Examination Fee: \$100 Registration/Application Fee: \$200
(Temporary Registration Fee: \$100)

To be completed by the Registrar

Type of registration: Full.....Temporary.....

Date registered or application refused.....

Registration number, if full registration.....

Date and number of Gazette notice in which registration published.....

.....

Reason for refusal, if refused.....

.....

.....
Signature of Registrar

.....
Name (Block Letters)

.....
Date

Submit to: REGISTRAR
DENTAL COUNCIL OF JAMAICA

EXAMPLE OF LETTER FROM MINISTRY OF HEALTH



MINISTRY OF HEALTH

ANY REPLY OR SUBSEQUENT REFERENCE
TO THIS COMMUNICATION SHOULD BE
ADDRESSED TO THE PERMANENT
SECRETARY AND THE FOLLOWING
REFERENCE QUOTED:-

NO. EG. 5/180/02

10 CALEDONIA AVE
P.O. BOX 472
KINGSTON, JAMAICA.

July 24, 1992

Chief Immigration Officer
Donald Sangster's International Airport
Montego Bay
ST. JAMES

This serves to inform you that Drs. Ronald J. Lamb and Darrell Durbrow, American Nationals, will be volunteering their services in the field of Dentistry with the Assemblies of God in Mandeville, for the period July 27, 1992 to August 1, 1992.

Their papers are being processed for Work Permit Exemption, and this Ministry is requesting your assistance in permitting them to enter the island pending approval for their Work Permit Exemption.

Thank you for your co-operation in this matter.


.....
T. Davis (Miss)
For: Permanent Secretary

/mw

**DENTAL COUNCIL
JAMAICA**
ESTABLISHED BY DENTAL ACT 1972

*P.O. Box 502
Kingston 5, Jamaica, W.I.*

July 8, 1992

Assemblies of God in Jamaica
210 Mountain View Avenue
P.O.Box 363
Kingston 5

Dear Sirs,

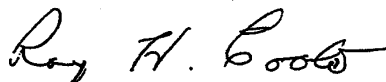
As requested in your letter of June 16, 1992, the Dental Council has given approval for Drs. Ron Lamb and Darrell Durbrom of Oklahoma - U.S.A. and Arkansas - U.S.A. respectively to practice dentistry in Jamaica on a voluntary basis over the period July 27 - August 1, 1992, at the Assemblies of God Bible College in Christiana.

The photocopy identification picture submitted for Dr. Lamb is not acceptable and the required 2" x 2" picture should be obtained on his arrival and forwarded to the Council.

Receipt of the sum of \$200.00 to cover temporary registration fees is acknowledged and an official receipt will be forwarded as soon as our Account Books are returned by the Auditor.

This community service is appreciated.

Yours faithfully,



REGISTRAR
DENTAL COUNCIL JAMAICA

RHC:

c.c. Chairman - Dental Council Jamaica
Dental Division - Ministry of Health
Medical Officer of Health Manchester

Example of supply list submitted to Ministry of Health:

Equipment Box #1

- 1 Aseptico dental air compressor
- 1 Portable drill unit in metal case
- 1 Slow speed air rotor handpiece
- 1 High speed air rotor handpiece
- 1 Fuji glass ionomer filling kit
- 1 GC Miracle Mix filling kit
- 1 Jar of cleaning paste for children
- 1 Box of prophylaxis cups for cleaning teeth
- 1 Box of Fuji glass ionomer cement
- 1 Box of IRM temporary filling
- 1 Box of FG finishing burs (5 burs)
- 1 Box of Burlew pumice wheels with mandrels
- 3 Pkgs. Cotton rolls 3", 25/pkg.
- 1 Box of facemasks for dentist
- 1 Hand towel
- 3 Table covers

Equipment Box #2

- 7 Lidocaine 2% anesthetic (Expiration 8/95)
- 1 Mepivacaine 3% anesthetic (Expiration 12/95)
- 2 30 Ga. short dental needles, 100/box
- 1 Cotton swabs, 300/box
- 1 27 Ga. long dental needles
- 1 Acetaminophen (Expiration 2/95), 1000 tablets
- 1 Topical anesthetic
- 3 Silux Composite light cure kits
- 2 Proten medicated soap
- 2 Sets of Dycal calcium hydroxide
- 1 Cavit temporary filling material
- 6 Basins for water, plastic
- 12 2x2 dental gauze sponges
- 2 Surgical latex gloves, medium
- 1 Surgical latex gloves, small
- 2 Abrasive sandpaper strips for composite fillings
- 1 Cidex 7 glutaraldehyde, quart
- 4 4/0 Suture, gut, DS/18
- 5 Patient drapes, plastic, reusable
- 2 Regular contra angles for drill
- 4 Prophylaxis angles for cleaning teeth
- 2 Sets of glasses for light cure fillings
- 6 Bars of soap with one wash cloth

Surgical and Restorative Instrument

1	Plastic composite instrument	10	Surgical blades
20	Surgical extraction forceps	1	3-prong Plier
6	Dental aspirating syringes	10	Explorers
15	Surgical elevators	10	Scaling instruments
1	Set Root tip picks	1	Molt mouth prop
2	Bone rongeurs	1	Restorative instr. set
2	Periosteal elevators	3	Alligator clips
3	Tissue scissors	10	Scalpel blades
1	Scalpel handle	16	Mouth mirrors
2	Surgical curette	8	Glass ionomer instruments
3	Hemostats	4	Spoon excavators
1	Suture cutter	2	Composite instruments

Carry-on Bag

- 1 Portable autoclave to sterilize all instruments
- 1 Light cure restorative machine for fillings

Equipment Box #3

- 2 Portable dental chairs (one large carton)

Passport

By all means go to your nearest passport office, which is usually in the county administration building or Post Office and send for your passport. They are now valid for ten years and cost \$60.00. You will have to send two identical 2 x 2 passport photos with the application. Your passport is a very valuable document if you travel outside the United States. You must put your passport number on any visa application to another country.

http://travel.state.gov/passport/forms/forms_841.html

International Health Certificate

This yellow multi-page document is a record of all the vaccinations you have received. They may be obtained at your local public health office. There are places to record allergies, blood type, health problems, eyeglass prescription, or any other health history that may be necessary for foreign travel. If you had an accident and were unconscious, many things could be immediately determined by reference to your International Health Certificate!

Preapproval of Passport

Some countries require that you send your passport to their embassy in the United States for preapproval. Without their stamp you cannot enter their country. That process alone can take six weeks or more depending on how fast the mail can deliver and return it. Passports are valuable, so send them by Registered Mail. Then you have proof that they received it. Also, there are visa services that will do the passport approval for you, but they are not really necessary. You can Google the name of the country and get information.

The American Consulate

Your Ambassador is not usually interested in your dropping by to say "Hi". But if there is a travel advisory for your country and they advise you to check in with them, do so! In the event of an emergency they would immediately be in contact with you for evacuation. The consulate is there to help you in case of an accident or problem while in the country. Have their telephone number and know where they are if you plan an extended stay in the country.

www.usembassy.state.gov

Constitutional rights are a debatable issue when you are in another country. If you break one of their laws, you must pay the price just as any other citizen. There are thousands of American young people in the prisons of foreign countries who cannot come home until they serve their time for a foolish trick, drug bust, or fight. Be careful not to break the laws of the country where you visit. The State Department is very limited in what it can do for you if you break the law. Some countries still have the death penalty for drug trafficking. Even a simple auto accident can land you in jail. Carry insurance for the country you drive in. Your U.S. insurance is not valid in foreign countries.

VISA

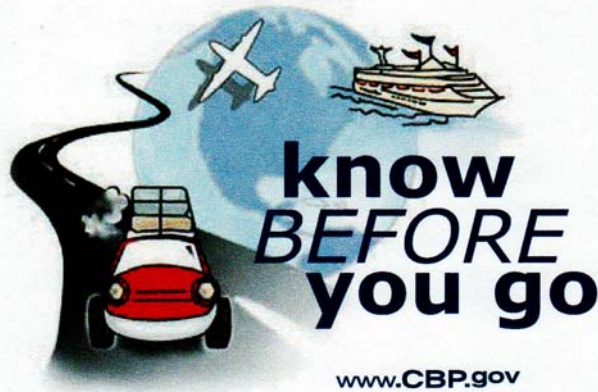
A visa is required to enter a foreign country for a specified period of time. The visa is an endorsement or stamp placed in your passport by an official of that foreign country which permits you to visit for a particular purpose and specified period of time. For example, you may go for business or pleasure for two weeks, thirty days, or six months depending on the time allotted by your visa. In some instances such as Mexico, the visa can be a separate document (tourist card) issued to you without a passport and only proof of citizenship is necessary. On the other hand, a country may require you to send your passport to their embassy in advance for an official visa stamp, before you can leave the United States for their country. Normally your local tour agent will have all the details and forms when you purchase tickets.

Do not lose your Visa. Keep it with you at all times and preferably with your passport. You will need to present it to customs officials at your time of departure from the country. It can be quite embarrassing not to have it and may even delay your departure from that country.

U.S. Customs Declaration Forms

If a passport was required for your trip, have it ready to present to U.S. Immigration and Customs officials on your return. If you purchased items, which you are bringing back to the U.S., have a list and their value. U.S. Customs allows you to bring \$200/\$800/\$1,600 merchandise back duty free, depending upon what country you are returning from. You will need to fill out a U.S. Customs Declaration form to present with your passport when you return. Two good information booklets are ***KNOW BEFORE YOU GO***, by the U.S. Customs Service, and ***Your Trip Abroad***, by the State Department.





Top 10 Traveler Tips

10. Have all the required travel documents for the countries you're visiting, as well as identification for re-entry to the U.S. Passports are required for re-entry to the U.S. by air. Visit www.travel.state.gov for destination information.
9. Declare everything you are bringing in from abroad, even if you bought it in a duty-free shop. This merchandise is also subject to U.S. duty fees and other restrictions.
8. Be cautious when buying something from a street vendor. Keep in mind that the merchandise may be counterfeit and /or unsafe and you may have to surrender it to U.S. Customs and Border Protection when you get home.
7. Know that things bought abroad for personal use or as gifts are eligible for duty exemptions. If you are bringing them back for resale, they're not.
6. Know the difference between prohibited merchandise (such as ivory, tortoise shell products, absinthe, and counterfeit items) and restricted merchandise.
5. Be aware that many foreign-made medications are not FDA-approved, and you cannot bring them into the U.S. Also, when traveling abroad, bring only the amount of medication you'll need during the trip.
4. Don't bring any Cuban-made products into the U.S., no matter where you purchased them.
3. Don't bring any food into the U.S. without first checking to see if it is permitted. Also, any and all live birds and bird products, whether for personal or commercial use, may be restricted and/or quarantined.
2. Understand that CBP officers can inspect you and your belongings without a warrant. This may include your luggage, vehicle, and personal searches, and is meant to enforce our laws as well as protect legitimate travelers.
1. Read our helpful brochure, "Know Before You Go," before traveling. Print copies may be requested online, or view the web version at www.cbp.gov under the Travel section.

Enjoy Your Trip!

Be Prepared To Travel!
get your passport now!



travel.state.gov/passport/forms/forms_841.html

WESTERN HEMISPHERE TRAVEL INITIATIVE

THE BASICS



U.S. Department
of State



Homeland
Security

What is the Western Hemisphere Travel Initiative (WHTI)?

The Western Hemisphere Travel Initiative requires all travelers to and from the United States, Canada, Mexico, the Caribbean and the British Overseas Territory of Bermuda to have a passport or other accepted document that establishes the bearer's identity and citizenship to enter or re-enter the United States.

Why is it being implemented?

The Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA) mandated that the U.S. Departments of Homeland Security and State develop and implement a plan to require U.S. citizens and foreign nationals to present a passport or other appropriate identity and citizenship documentation when entering the United States.

The goal of this program is to strengthen border security and facilitate entry into the United States for U.S. citizens and legitimate international visitors.

Who will WHTI affect?

The travel initiative will affect all *United States citizens entering or re-entering the United States*.

It will also affect *certain foreign nationals* who currently are not required to present a passport to travel to the United States, namely most Canadian citizens, citizens of the British Overseas Territory of Bermuda and Mexican citizens.

When will the initiative go into effect?

This initiative will be rolled out in phases, providing as much advance notice as possible to the affected public to enable them to meet the terms of the proposed timeline.

The timeline will be as follows:

- **January 23, 2007** — Beginning January 23, 2007, all persons, including U.S. citizens, traveling by air between the United States and Canada, Mexico, the Caribbean and Bermuda will be required to present a valid passport to enter (or re-enter) the United States.
- **As early as January 1, 2008** — A requirement for U.S. citizens traveling between the United States and Canada, Mexico, the Caribbean and Bermuda by land or sea (including ferries), will be implemented.

What other documents will be acceptable?

Passports are the document of choice because of security features and internationally accepted standards for international travel. However, other acceptable travel documents to enter the United States when traveling by air are U.S. Coast Guard Merchant Mariner's Document, NEXUS Air Card or U.S. Permanent Resident Card.

Where do I find out more information on WHTI?

Department of Homeland Security, www.dhs.gov
Department of State, www.travel.state.gov

January 2007



A brochure published by the US Customs called
“Know Before You Go”
gives needed information for returning residents.
There is an online brochure that can be accessed at

www.customs.ustreas.gov

More than 50 pages of helpful information and advice