



Cavity Free at Three Onboarding Checklist

Employee Name	Start Date	Extension	Title	Supervisor	Clinic champion

Certification	Required?	Date finished	Provide certificate to (fill in name)	Notes or comments
Smiles for Life Child Oral Health	If the practice treats patients ages 0-12			Certification must be on file
Smiles for Life CRA, FV, and Counseling	If the practice treats patients ages 0-12			Certification must be on file
Smiles for Life Adult Oral Health	If the practice treats patients ages 12+			Certification must be on file

Link: <https://www.smilesforlifeoralhealth.org/>; "Learn Online"

Administrative/Processes	Description	Notes
Billing procedures and codes		D0145 oral eval, counseling for caregiver child < 3 yrs, D0190 dental screening child 3+, D1206 fluoride varnish, z13.84 screening dental disorders; pair w/well child vt.
Provide FVA at the following well child checks		for example: 9mo, 12mo, 18mo, 24 mo, 30 mo, 3y, 4y, 5y
Fluoride varnish/kits stored		
Procedure for uninsured patients		
Documentation of the Caries Risk Assessment method (EHR, scan and upload, etc.)		
Dental referral list location		

Observed clinic champion integrating the Cavity Free at Three Model	Date completed	Clinic champion initials
Full model observed		
Hands on practice	Date completed	Clinic champion initials
Full model supervised		
Caries Risk Assessment <input type="checkbox"/>	Fluoride Varnish Application <input type="checkbox"/>	Goal Setting <input type="checkbox"/>
Clinical Evaluation <input type="checkbox"/>	Anticipatory Guidance <input type="checkbox"/>	Referral to Dental Home <input type="checkbox"/>

