

British Columbia College of Oral Health Professionals Mailing Address 110 - 1765 8th Ave W Vancouver, BC V6J 5C6 Main line: 672.202.0448 Toll free: 1.888.202.0448 www.oralhealthbc.ca

SEDATION & GENERAL ANESTHESIA COMPLIANCE ASSESSMENT

To maintain confirmation of compliance with Sedation and General Anesthesia Standards & Guidelines for registrants and the facility in which they operate, the following attestation must be completed by the facility owner and submitted along with the required documents. The criteria described in these forms are defined in the Standards & Guidelines for Sedation and General Anesthesia that are available on the British Columbia College of Oral Health Professional's (BCCOHP) website. **One sedation & general anesthesia compliance assessment is required per facility**. Compliance will be confirmed based on the self-reported information provided to the College.

Incomplete submissions will result in delay in assessment. It is the responsibility of the facility owner to ensure all information provided is current and accurate. Information related to minimal sedation is **not** required for this assessment.

Section 1 – Facility Contact Information

(Full legal names of **all** registrant owners only, **no** corporation names)

Facility Address: ____

Primary Contact Email: _____ Primary Contact Phone: ____

Date of Submission M/D/Y: _____

Section 2 – Mobile Anesthesia Providers

The following section may **only** be applicable to moderate sedation facilities. Facility owners are welcome to complete the questionnaire with their providers.

Note: For mobile anesthesia providers who service more than one facility, each facility is required to submit a set of records as assessments are evaluated in accordance with registrants and the facilities in which they operate.

A mobile anesthesia provider administers moderate sedation for this facility.

 \Box Yes \Box No – Proceed to Section 3

Mobile Provider Full Legal Name(s) (please list all):

The mobile anesthesia provider:

- Does not bring any moderate sedation emergency equipment, emergency drugs, or airway management supplies to the facility. The facility is self-sufficient.
- Provides all emergency equipment, emergency drugs, **and** airway management supplies to the facility.

Section 3 – Facility Information

1. Sedation/Anesthesia Level Offered by Facility – check all that applies

- □ Moderate Sedation
 - □ Multiple Oral Sedatives
 - □ Parenteral Moderate Sedation Level 1 (benzodiazepine drug(s) only)
 - □ Parenteral Moderate Sedation Level 2 (benzodiazepine drugs with/without narcotics)
- □ Deep Sedation
- □ General Anesthesia

2. Age of Patients Treated in Facility with Sedation and/or General Anesthesia

- □ 13 Years of Age and Older
- □ 12 Years of Age and Below

3. Facility has age-appropriate emergency equipment.

🗆 Yes 🛛 🗆 No

Section 4 – Pediatric Patients

The following section is required for facilities that provide sedation and/or general anesthesia to patients 12 years of age and below. Proceed to section 5 if only patients 13 years of age and above receive sedation and/ or general anesthesia.

4. What is the lowest age a patient may receive sedation and/or general anesthesia in your facility: ______ years old.

5. Facility has pediatric specific emergency guidelines and pediatric emergency armamentarium

🗆 Yes 🛛 No

6. Please confirm level of sedation provided to pediatric patient - check all that applies

- □ Minimal Sedation
- □ Moderate Sedation
- Deep Sedation
- 🗌 General Anesthesia

The following section **only** pertains to those who provide moderate sedation utilizing oral Ketamine in a **moderate sedation facility**.

In accordance with the Minimal and Moderate Sedation Standards & Guidelines, only pediatric dentists with additional oral ketamine authorization may utilize oral ketamine. Drugs that do not have a wide margin of safety are restricted for use by all route of administration and may only be used by dentists who are registered with BCCOHP to administer deep sedation or general anesthesia. These drugs include but are not limited to barbiturates, etomidate, ketamine, propofol, remifentanil, and sufentanil.

7. Name of dentist who utilizes oral ketamine

8. Pediatric dentist participates in a course for demonstration of emergency skills must be done on a yearly basis utilizing pediatric human simulation and must include airway management. *Proof of current course completion must be included with the sedation & GA compliance assessment.

🗆 Yes 🛛 No

9. When oral ketamine is used, capnography or a pretracheal stethoscope is used as part of patient monitoring.

🗆 Yes 🛛 No

Section 5 – Sedation/Anesthesia Team

Please confirm the following by checking yes, no, or n/a. All questions **must** be completed.

Yes	No	N/A	Questions
			The sedation and/or general anesthesia provider(s) has/have their qualifications registered with BCCOHP or CPSBC.
			All clinical sedation and/or general anesthesia staff have current BLS that meets BCCOHP requirements.
			There is a sufficient number of staff based on the current BCCOHP Sedation and General Anesthesia Standards & Guidelines to ensure safe, effective patient care.
			The Recovery Supervisor(s) has/have the appropriate training/qualifications for the level of anesthesia provided (i.e. recovery personnel are either registered nurses, physicians, dentists or DAANCE/OMAAP trained assistants; CDAs and hygienists with CDAAC or sedation assistant training with University of Alberta are acceptable only for moderate sedation.
			The facility has written protocols for emergency protocols for emergency procedures (fire, earthquake, power failure, evacuation).
			The sedation team conducts mock emergency drills as stipulated in the Standards & Guidelines, and a logbook is kept.
			Each team member knows the contents and location of the emergency mobile kit/ cart (required for deep sedation and GA).

Section 6 – Records

Yes	No	N/A	Questions
			Written and verbal pre-sedation/pre-anesthetic instructions are given to each patient or guardian.
			Written informed consent is obtained from each patient or guardian for the anesthetic and/or sedative agent.
			Written and verbal post-sedation/post-anesthetic instructions are provided to each patient and escort.
			Complete and accurate record keeping procedures are followed.
			Medical history and questionnaire are signed and dated <i>(required for deep sedation & GA)</i> .
			 The following items are recorded on the Pre-Anesthetic Record: Patient personal health information Pertinent physical findings and ASA Preoperative vital signs (e.g., heart rate, blood pressure, SPO₂)
			 The following items are recorded on the Pre-Anesthetic/Anesthetic Record Verification of NPO status, escort, medication allergies and body weight IV access location and fluids administered <i>(for parenteral moderate sedation, deep sedation, GA)</i>. IV placement and removal must only be inserted/removed by dentist, physician, or registered nurse.
			 List of drugs administered, including time, dose, and route List of all monitors/appliances used Blood pressure, ECG, *capnography, pulse rate, respiration and oxygen saturation as per Standards & Guidelines
			*If an amplified, audible pretracheal stethoscope is used during moderate sedation instead of capnography, the audible output is monitored by more than one sedation team member.
			Start and end time of sedation/anesthetic
			The following items are recorded on the Recovery Room Record: Initial and periodic record of blood pressure, pulse rate, oxygen saturation, respiration, level of consciousness and general status
			Dose, time, route, site reason for administration and response to any administered medications
			 Verification of discharge criteria Verification of provision of verbal and written post-sedation/post-anesthetic instructions
			 Identification of accompanying responsible individual and discharge time Name and signature of responsible recovery personnel
			Resuscitations, the transfer of a patient to a hospital and deaths are immediately reported to the Registrar of BCCOHP.

Section 7 – Infection Control

Yes	No	N/A	Questions
			IV bags, tubing and connectors are discarded between patients.
			The same syringe is never used to administer medication to more than one patient, even if the needle was changed.
			Sharp devices are handled properly and disposed of in dedicated puncture-resistant biohazard containers.
			There is a policy and procedure for management of significant exposure.

Section 8 – Recovery Area

Yes	No	N/A	Questions
			There are appropriately trained staff, 1:1, supervising patient recovery.
			All recovering patients are continuously monitored.
			If a separate initial post-sedation recovery area is utilized, the practitioner administering the sedative/anesthetic accompanies the patient to the recovery area and communicates information/orders to recovery personnel.
			Anesthesiologist(s) remain available while patient is intubated and present when extubated (GA facilities).

Section 9 – Medical Gas System

Yes	No	N/A	Questions
			The facility has a built-in medical piping and distribution system (i.e. the pipes are built "in-wall").
			If the facility has a medical gas system that is built-in:
			Medical gas system has been inspected and met all relevant requirements from CSA standards.
			\square Medical gas piping and distribution system is inspected at least annually.
			The facility has a sufficient main supply of oxygen to accommodate anesthesia delivery to the expected range of daily patient flow.
			A system is in place to designate who turns medical gases on and off each day.
			An alternate source of oxygen is available in the event of central oxygen distribution failure (a typical back-up source is the E-size cylinders with regulator/wrench).

Section 10 – Nitrous Oxide/Oxygen Mixers and Sedation/Anesthetic Delivery System

Yes	No	N/A	Questions
			For Deep Sedation and/or GA facilities – all nitrous oxide/oxygen mixers, and/or anesthetic machines (if applicable) are inspected and serviced at least every six months or as recommended by manufacturers, whichever is more frequent.
			For Moderate Sedation facilities – nitrous oxide machines are inspected annually or as recommended by the manufacturer, whichever is more frequent.
			Nitrous oxide/oxygen equipment has an appropriate scavenging system that is active whenever the equipment is in use (required for all sedation levels).

Section 11 – Patient Monitoring Equipment

Yes	No	N/A	Questions	
			All emergency equipment, drugs, and airway management supplies are provided by either the facility owner or the mobile anesthesia provider. The shared provision of emergency equipment and drugs is prohibited .	
			All patient monitors meet provincial and federal regulations; they are certified by an organization such as CSA that is accredited by the Standards Council of Canada to approve medical equipment, and the monitors bear the mark or label of the certifying organization.	
			All patient monitors are inspected and/or serviced at least annually.	
			There is at least one capnography (preferred)/ETCO ₂ monitor or audible pretracheal stethoscope (<i>ETCO₂</i> is mandatory for deep sedation).	
			Details of all inspections/servicing are kept in a logbook and are available at all times.	
			Inspection/servicing is carried out by either a registered biomedical engineer or biomedical technologist/technician.	
			There is an AED and/or defibrillator. How often is the green light checked by staff on the AED Expiry date of pad: Battery expiry date:	
			The defibrillator/AED is tested by the facility weekly with results kept in a logbook and it's available at all times <i>(required for deep sedation & GA).</i>	
			At least one of the facility's patient physiological monitors (NIBP, HR, SpO ₂ , ECG) has battery power backup.	
			A portable, battery-powered emergency suction unit is immediately available to the sedation/recovery areas.	

Section 12	2 – Essential	Airway E	quipment
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Yes	No	N/A	Questions
			Required bag-valve-mask devices are readily available in operating and recovery areas.
			The essential airway equipment outlined in the Standards & Guidelines is immediately available.

Section 13 – Drug Control and Anesthesia Supplies

Yes	No	N/A	Questions
			Sedative drugs and anesthesia supplies outlined in the guidelines are readily available.
			Emergency equipment and drugs are consolidated and stored in a well-organized, self-contained mobile unit (cart or kit) at a centralized location that is readily available at all times.
			Controlled drugs and targeted substances (e.g., benzodiazepines, opioids, and ketamine) are:
			\Box Kept in a securely mounted and locked cabinet.
			Clearly identified and securely stored in appropriate manner
			Up-to-date with detailed records
			Access key records are kept up-to-date
			The logbook is kept in the office at all times, in a secure location separate from the drug cabinet.
			Any identified loss or theft is reported to Health Canada within 10 days.
			There is one full "E" portable oxygen cylinder dedicated for emergency supply; it has regulator/flowmeter/wrench and administration supplies continuously.
			Intravenous equipment and supplies are available per the Standards & Guidelines.

14. Drugs without Wide Margin of Safety

The following questions are only for moderate sedation facilities. Drugs that do not have wide margin of safety are restricted for use by all route of administration and may only be used by physicians and dentists who are authorized by BCCOHP to provide deep sedation and/or general anesthesia.

Yes	No	N/A	Questions
			Does the facility have the following drugs – check all that applies Propofol Ketamine Remifentanil Sufentanil Barbiturates Etomidate Dexmedetomidine
			If one or more of the drugs above is selected, please provide name of provider(s):
			If drugs that do not have wide margin of safety are used, there are appropriate staff, drugs, equipment, and protocols in place to manage emergencies.

Section 15 – Emergency Drugs

Yes	No	N/A	Questions
			Emergency medications (and concentration) outlined in the guidelines are current and readily available.

Section 16 – Declaration

I confirm and certify all information and documents (including proof of rectifications, if applicable) submitted for this sedation assessment, to be accurate, true, and up-to-date.

Facility owner

(if there is more than one owner, only one owner signature is required)

Printed name	Signature	
Date M/D/Y		
Sedation provider(s) (all providers performing sedation at the abo	ove-named facility must sign)	
Printed name	Signature	Date M/D/Y

Section 17 – Required Documents

Please submit copies of the following required documents. For document details, please refer to the Sedation & GA Compliance Assessment Checklist.

It is the expectation of the College that registrants will be cooperative in providing accurate information and submitting proof of corrected deficiencies. Incomplete submissions and non-response will result in delayed assessments or further actions.

Required Documents

Current sedation and/or general anesthesia staff list (form attached)

□ Copies of staff credentials for all clinical sedation and/or general anesthesia staff

- Current BLS
- Current ACLS (if applicable)
- Current PALS (if applicable)
- Proof of current RN Registration
- Proof of sedation training for sedation assistants/recovery supervisors
- Current Physician's Certificate of Professional Conduct (if applicable)
- Current Physician Hospital Privilege

Current biomed inspection reports and service records for all monitoring/emergency equipment, anesthesia machines, the defibrillator/AED, and the medical gas piping system report (if applicable) (*reports must be within the last 12 months from date of submission*)

Current drug inventory, including expiry dates, concentration, drug form, and quantity (form attached)

Please note for facilities that are supported by mobile anesthesia providers, all equipment inspection reports and drug lists must clearly indicate if they belong to mobile anesthesia provider(s) or facility.

Instructions for Electronic Submission

Please submit all documents in a single PDF file, and ensure all documents are clear and legible. Email subject headline **must** include name of facility for all submissions, including rectifications. Submissions are emailed to **sedation@oralhealthbc.ca**.

Questions

If there are questions or the file is too large to send via email, please contact sedation@oralhealthbc.ca.

Staff List

Please complete the following information for all full-time/part-time/temporary sedation and/or general anesthesia staff in your facility.

1. Sedation and/or General Anesthesia Providers in Your Facility

Full Legal Name	Class	Registration #	Credentials (Submit copies)	Level of Sedation Provided
	□ Dentist □ Physician		Dentist sedation and treatment sedation only BLS or equivalent ACLS PALS1 Physician Hospital Privileges² (or BLS, ACLS, PALS, & Difficult Airway Course3) Screenshot of Online CPSBC Status or CPC4	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
	☐ Dentist☐ Physician		 Dentist Sedation and treatment Sedation only BLS or equivalent ACLS PALS¹ Physician Hospital Privileges² (or BLS, ACLS, PALS, & Difficult Airway Course³) Screenshot of Online CPSBC Status or CPC⁴ 	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
	□ Dentist □ Physician		Dentist sedation and treatment sedation only BLS or equivalent ACLS PALS1 Physician Hospital Privileges² (or BLS, ACLS, PALS, & Difficult Airway Course³) Screenshot of Online CPSBC Status or CPC4	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
	□ Dentist □ Physician		Dentist sedation and treatment sedation onlyy BLS or equivalent ACLS PALS1 Physician Hospital Privileges² (or BLS, ACLS, PALS, & Difficult Airway Course³) Screenshot of Online CPSBC Status or CPC4	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia

¹ Required if providing sedation and/or general anesthesia to patients 12 years of age and under

² General practitioner anesthetist (GPA) **must** provide documentation of hospital privilege

³ Course taken within last 3 years

⁴ Required if new physician working in facility

Full Legal Name	Class	Registration #	Credentials (Submit copies)	Level of Sedation Provided
	☐ Dentist ☐ Physician		Dentist sedation and treatment sedation only BLS or equivalent ACLS PALS ¹ Physician Hospital Privileges ² (or BLS, ACLS, PALS, & Difficult Airway Course ³) Screenshot of Online CPSBC Status or CPC ⁴	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
	□ Dentist □ Physician		Dentist sedation and treatment sedation only BLS or equivalent ACLS PALS ¹ Physician Hospital Privileges ² (or BLS, ACLS, PALS, & Difficult Airway Course ³) Screenshot of Online CPSBC Status or CPC ⁴	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
	 Dentist Physician 		Dentist sedation and treatment sedation only BLS or equivalent ACLS PALS ¹ Physician Hospital Privileges ² (or BLS, ACLS, PALS, & Difficult Airway Course ³) Screenshot of Online CPSBC Status or CPC ⁴	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
	DentistPhysician		Dentist sedation and treatment sedation only BLS or equivalent ACLS PALS ¹ Physician Hospital Privileges ² (or BLS, ACLS, PALS, & Difficult Airway Course ³) Screenshot of Online CPSBC Status or CPC ⁴	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia

¹ Required if providing sedation and/or general anesthesia to patients 12 years of age and under ² General practitioner anesthetist (GPA) **must** provide documentation of hospital privilege

³ Course taken within last 3 years

⁴ Required if new physician working in facility

2. Sedation and/or General Anesthesia Clinical Team Members

(Staff who are purely administrative [i.e., receptionists who are not back-up CDAs] are not required to complete this section

Full Legal Name & Registration #	Class	Role/Function	Credentials (Submit copies)	Level of Sedation Involved
	 Dentist CDA Nurse Hygienist Other 	 □ Operating Dentist⁵ □ Operative Assistant □ Moderate Sedation Assistant □ Deep Sedation Assistant □ Recovery Supervisor 	 BLS or equivalent DAANCE/OMAAP CDAAC Evidence of Nurse Registration Sedation assistant training with University of Alberta 	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
	 Dentist CDA Nurse Hygienist Other 	 □ Operating Dentist⁵ □ Operative Assistant □ Moderate Sedation Assistant □ Deep Sedation Assistant □ Recovery Supervisor 	 BLS or equivalent DAANCE/OMAAP CDAAC Evidence of Nurse Registration Sedation assistant training with University of Alberta 	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
	 Dentist CDA Nurse Hygienist Other 	 □ Operating Dentist⁵ □ Operative Assistant □ Moderate Sedation Assistant □ Deep Sedation Assistant □ Recovery Supervisor 	 BLS or equivalent DAANCE/OMAAP CDAAC Evidence of Nurse Registration Sedation assistant training with University of Alberta 	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
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	 Dentist CDA Nurse Hygienist Other 	 Operating Dentist⁵ Operative Assistant Moderate Sedation Assistant Deep Sedation Assistant Recovery Supervisor 	 BLS or equivalent DAANCE/OMAAP CDAAC Evidence of Nurse Registration Sedation assistant training with University of Alberta 	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia

⁵ Dentist providing treatment only

Full Legal Name & Registration #	Class	Role/Function	Credentials (Submit copies)	Level of Sedation Involved
	 Dentist CDA Nurse Hygienist Other 	 □ Operating Dentist⁵ □ Operative Assistant □ Moderate Sedation Assistant □ Deep Sedation Assistant □ Recovery Supervisor 	 BLS or equivalent DAANCE/OMAAP CDAAC Evidence of Nurse Registration Sedation assistant training with University of Alberta 	 Moderate (oral) Moderate (parenteral) Deep General Anesthesia
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⁵ Dentist providing treatment only

REQUIRED EMERGENCY DRUG FORM

Facility owners are only required to complete the drug form respective to the highest level of sedation provided in the facility (i.e., if the highest level of sedation provided is general anesthesia, completion of the moderate sedation drug list is **not** required).

In addition to completing the required drug form, please submit a list of drugs used for sedation and/ or general anesthesia. The list must contain drug name, concentration, form (e.g., vials/preloaded syringes), and expiry date.

MODERATE SEDATION				
Required Drugs	Concentration	Quantity	Form (e.g., vial)	Expiry Date M/D/Y
Oxygen (1) Full "E" Cylinder The portable oxygen cylinder must be a dedicated emergency supply and have a regulator/flowmeter/wrench and administration supplies continuously connected.				
Epinephrine				
Nitroglycerin				
Diphenhydramine or Chlorpheniramine				
Salbutamol Inhalation Aerosol				
Acetylsalicylic acid (ASA)				
Flumazenil Only required if benzodiazepines are used.				
Naloxone Only required if opioids are used.				
Supplemental glucose for oral use				

DEEP SEDATION AND/OR GENERAL ANESTHESIA				
Required Drugs	Concentration	Quantity	Form (e.g., vial)	Expiry Date M/D/Y
Adenosine				
Antiarrhythmic				
Acetylsalicylic acid (ASA) non- enteric coated				
Atropine				
Benadryl/Diphenhydramine				
Corticosteroid				
Dantrolene + Sterile Water (Not required if triggering agents are only used for emergencies)				
Dextrose 50%				
Ephedrine				
Epinephrine				
Flumazenil				
Labetalol				
Betablocker				
Antihypertensive				
Midazolam or equivalent				
Morphine				
Naloxone				
Nitroglycerin				
Oxygen E-cylinder with regular regulator for emergency only				
Ventolin/Salbutamol				
Phenylephrine				