HYGIENIST / HYGIENE ASSISTANT TRAINING CHART

TEAM MEMBER\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 POSITION\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | PRIORITY | Duties | How long to learn | Who will train | Date shown |  Date doing w/super |  Date doing on own |  Date mastered |
| 1 |  | Employee Manual |  |  |  |  |  |  |
| 2 |  | Sterilization |  |  |  |  |  |  |
| 3 |  | Beginning of Day |  |  |  |  |  |  |
| 4 |  | End of Day |  |  |  |  |  |  |
| 5 |  | Greet Pts/Seat |  |  |  |  |  |  |
| 6 |  | Med Hx |  |  |  |  |  |  |
| 7 |  | PFS/ Set up |  |  |  |  |  |  |
| 8 |  | Set up/Breakdown unit |  |  |  |  |  |  |
| 9 |  | OHI / Plaque Control |  |  |  |  |  |  |
| 10 |  | Toothbrush Prophy |  |  |  |  |  |  |
| 11 |  | Coronal Polish |  |  |  |  |  |  |
| 12 |  | Morning Huddle |  |  |  |  |  |  |
| 13 |  | Radiographs |  |  |  |  |  |  |
| 14 |  | OSHA |  |  |  |  |  |  |
| 15 |  | Tray Set Up |  |  |  |  |  |  |
| 16 |  | Recall Calls to Schedule |  |  |  |  |  |  |
| 17 |  | Ask for Radiographs |  |  |  |  |  |  |
| 18 |  | Review Charts |  |  |  |  |  |  |
| 19 |  | Dismiss Patients |  |  |  |  |  |  |
| 20 |  | Stocking |  |  |  |  |  |  |