



**FULL GUIDE FROM APPLYING TO HYGIENE
SCHOOL TO LANDING YOUR FIRST JOB**

SURVIVAL GUIDE FOR HYGIENE SCHOOL

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BEFORE APPLYING

There is a formula for getting into hygiene school and you **need** to know it! Contact the program coordinator and ask them how a potential candidate is assessed upon application to the program.

Usually they have some sort of point system in order to sift through all the applicants and find their best choices for the program's success.

They are looking for individuals who will complete the program and increase their graduation rate. Here are a few suggestions to get you noticed:

- Higher degrees and certifications
- Honors and High GPA
- Application to the dental hygiene program in previous years

If by chance you did not get in to the program but believe you had all the criteria met, do not be quiet about this. Contact the coordinator or dean and let them know your situation.

Tell them you had every requirement met and would have been a huge asset to the program. They may say this was an oversight and approve your application. **Trust me I saw this happen three times!**

If it is not a mistake, continue contact with them so that they recognize your name next year. Come in for the current students as their patient and make friends.

Advocate for yourself and be aggressive, it's your future!



**MAKE SURE THEY
KNOW YOU, STAY IN
CONTACT WITH
STAFF AT THE
PROGRAM**

FIRST SEMESTER

If you have money saved up and can cover your schooling costs, congratulations that is truly amazing!

Often times students do not start the hygiene journey with savings and may even need to work during hygiene school which is what I did.

Each school is different with their costs and fees but I definitely recommend having a nest egg to start hygiene school if possible.

You will be responsible for your tuition, fees, but most of all, your kits. For me kits were your tools and necessary items you needed to treat your patients.

In my program we paid for our kits every semester and they ranged from \$1,000 to about \$2,000. I tried very hard to pay as I went and graduated with no debt.

The only reason I was able to graduate without debt was because I had saved enough for about a year of schooling and I was working so I was able to save for the second year.

MONEY WAS VERY TIGHT

Since I was in school I was only working part time. I made maybe a quarter of what I am making now and this was tough to manage with a household and children.

Most hygiene schools have summers off and as much as I would had loved to enjoy the summer and take vacations I actually worked as much as I could. Working extra hours in the summer allowed me to save for the next year.

Take advantage of this time. Get another job if possible and save as much as humanly possible. Remember this is temporary, do what you can!



Start saving \$5 per week at the beginning of the semester, pull from this when you need to pay for patients, you'll understand why further in this book

TAKING OUT LOANS IS NOT BAD EITHER, YOU WILL BE ABLE TO PAY THEM OFF LATER!

SECOND SEMESTER



ONCE YOU CAN START RECRUITING PATIENTS UTILIZE SOCIAL MEDIA TO COMMUNICATE YOUR AVAILABILITY

During this semester you will start dental cleanings on family and friends. You'll have certain criteria to meet such as sealants on a child, panoramic radiographs, or deep cleanings.

As soon as your professors give you the list of requirements, I recommend you schedule most if not all your patients.

Start with friends and family. They love you and they want to help you. Get them in, screen them, and complete the requirements that they are applicable for.

Some of my classmates lived pretty far from the school and getting their friends and families to come in for them was quite the challenge. Even for students who lived closer to the school, we needed to come up with unique ways to recruit patients.

In a recent video I posted on Youtube, I outline the 10 top ways to successfully recruit patients for school.

I will briefly list some on the next page but feel free to skip this page if this is not applicable to you.





WAYS TO RECRUIT PATIENTS

MAKE BUSINESS CARDS

Buy card stock paper, make a design on Canva or google docs and print out business cards for yourself. Hand out to everyone!

MAKE FLYERS FOR YOUR PARENTS TO BRING TO THEIR JOBS

Fill the flyer with contact info and full information of what they get out of the cleaning with you

POST ON CRAIGSLIST

People with no dental insurance will love the opportunity to have a cleaning and exam

SEARCH FOR PAST PATIENTS

Your school will have info of past patients, ask your teachers if you can do cold calls to get patients in

GO TO LOCAL SCHOOLS

Take flyers to local schools to get kids in as patients

BARTER WITH YOUR CLASSMATES

On your class facebook page, ask for what you need and offer something in return that you may not need

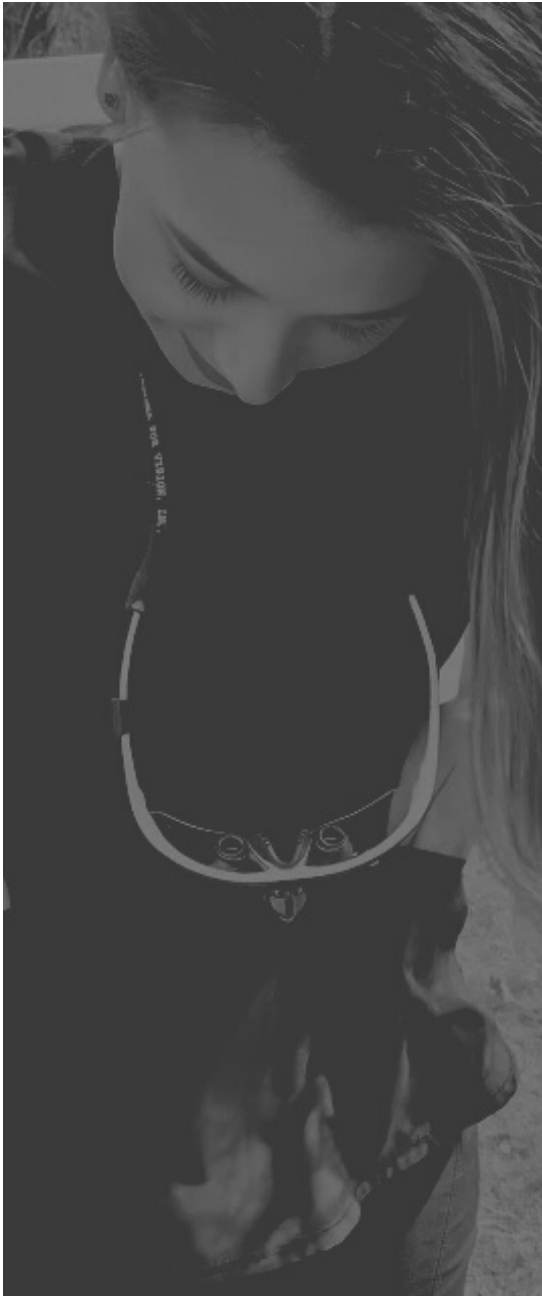




IF YOU HAVE CHILDREN, MAKE SURE THEY HAVE THE SAME BEDTIME EVERYDAY!

HOW TO STUDY

WITH OR WITHOUT KIDS IN YOUR LIFE



Once you're in your second semester the work seems to hit you in every class all at once. You'll need to figure out a study routine that works for you.

This will prove harder if you have a family and children but I had children while in hygiene school and so did many of my classmates.

I even had class mates that had a baby in between semesters and still got through the program on time!

- Do not waste time on flash cards, by the time you finish writing them all you won't even have time to study them
 - Instead write down a term or concept on a piece of paper and everything you know about it. Go back to your book and write down what you missed. Review the material and start this process over again until you can remember everything about the concept.
- Explain a concept to someone.
 - If you can fully explain or point out all the parts of the skull, for example, you will remember it better. If you don't remember don't worry look it up and try again!
- Read everything they assign for you
 - Record yourself reading so that you can replay the reading while driving or while cleaning. This way you don't have to spend extra time re-reading.



IF YOUR CHILDREN ARE SMALL AND NEED YOU IN THE ROOM TO SLEEP, READ YOUR TEXT BOOK TO THEM UNTIL THEY FALL ASLEEP

YOUR PROFESSORS BECOME YOUR COLLEAGUES, BE NICE

You would think "be nice" would be an obvious statement. You'd think there wouldn't be a time where you would question your ability to be professional. But nothing will test your patience like hygiene school.

Hygiene school is usually made up of regular full time professors and adjunct professors. This is the perfect mixture for differences in grading strategies when it comes to your grade.

You will find that some of the professors are more fair while others are very strict. It may seem unfair that one day you received a wonderful grade, while the next day you received a less than perfect grade for the same performance.

It is okay to bring the issue up to your advisor or to the professor that gave you the bad grade. It's the way you bring this up that matters.

If you need time to cool down and think of your question, please do so. Remember that these people will very likely be working or have worked in the same offices you will be working in.

The last thing you need is bad blood at an office you just started working at so just be nice!

**"NOTHING WILL
TEST YOUR
PATIENCE LIKE
HYGIENE SCHOOL"**

THIRD SEMESTER

Some people will say second semester is the hardest but in my opinion third semester is by far the toughest. Your classwork will be at its heaviest and now you will be responsible for serving the general public with a plethora of assessments to complete.

In order to survive this year, if you haven't already, dedicate your entire weekend days and nights to studying. If you can avoid going out for the next couple months do so.

It will be hard especially when your friends are asking you to come out or your partner says you haven't spent enough time with them. Just remind them that you love them and you will be available to them very soon.

At this point is where the walls are closing in and you see no way out. You need to be organized from the beginning of the semester so that you do not fall behind.

- Purchase an agenda book and write everything you need to do in it
- Purchase a large calendar and write down quizzes and midterm dates
- Board exams are a semester away, get yourself some study material, this is especially helpful during holidays and vacations
- Don't worry about cleaning your house or making fancy meals everyday, your family will survive on quick meals
- Play lecture and reading recordings for yourself anytime you are not able to study even if it's stuff you think you already know

In addition to your regular homework and assignments you will have projects and group work. If your team can stay late to start that very day, do it. It is important to get this done immediately!

You need to focus on your studying and other work. Encourage your teammates to start the work or ask them which roles they would like to have in this assignment so you can at least start your portion.





HOW TO CATEGORIZE YOUR PATIENTS

TO GET ALL YOUR ASSESSMENTS DONE THE FASTEST

CLASS 1 PATIENTS HAVE VERY LITTLE BUILD UP

CLASS 2 PATIENTS HAVE MODERATE BUILD UP

CLASS 3 AND 4 PATIENTS HAVE A SEVERE AMOUNT OF BUILD UP WITH PROGRESSIVE PERIODONTAL DISEASE

If you have any available friends or family at the beginning of the third semester, book them first and get every assessment done that you can! Book them even before the semester starts, you should know which days you will be having clinic.

If you have a little cousin to do sealants on, a teen cousin that needs a panoramic, a mom that would like a mouth guard, book it all first. Every single patient should be an assessment if possible.

- If a patient you are booking is just going to be an easy class one appointment, save them for later in the semester when you are done with your assessments

At the same time, be more aggressive on your search for class 3 and 4 patients. You want to start this as soon as possible or right before the semester starts.

- Go back to your Craigslist listing and edit it to say free cleanings for anyone that has not been to the dentist in over 5 years.

You will end up paying for some patients but at least pay for patients you need. Do not waste your time paying for friends and family because you feel bad and want to be nice. Don't be nice right now, buy them a round of drinks when you get your first pay check, not right now!



REMEMBER TO BARTER ASSESSMENTS WITH YOUR CLASSMATES, GIVE THE SOMETHING THEY NEED FOR SOMETHING YOU NEED

HOW TO CATEGORIZE YOUR PATIENTS CONT.

PATIENTS MAY NO SHOW OR CANCEL, YOU NEED TO PREVENT THIS AS MUCH AS POSSIBLE

IF THIS IS A PATIENT YOU RECRUITED

Continually remind them of their appointment and tell them how important it is for them to show up

ENSURE THEY COME BACK

Point out how at risk they are and what can happen if they do not finish this deep cleaning, show them the side you did and how well this will heal and become healthier

DON'T BE COY

Pay for a portion of their appointment or a service such as x-rays or an adjunctive product

TELL THEM HOW THANKFUL YOU ARE

Although they are doing this for their health, it's nice to feel needed, say thank you more than you have to

ONCE YOU ARE HALF WAY THROUGH THE SEMESTER, AND MOST OF YOUR ASSESSMENTS ARE DONE, YOU CAN START BOOKING EASIER PATIENTS IN ORDER TO REACH THE NUMBER OF PATIENTS YOU HAVE TO SEE FOR THAT SEMESTER

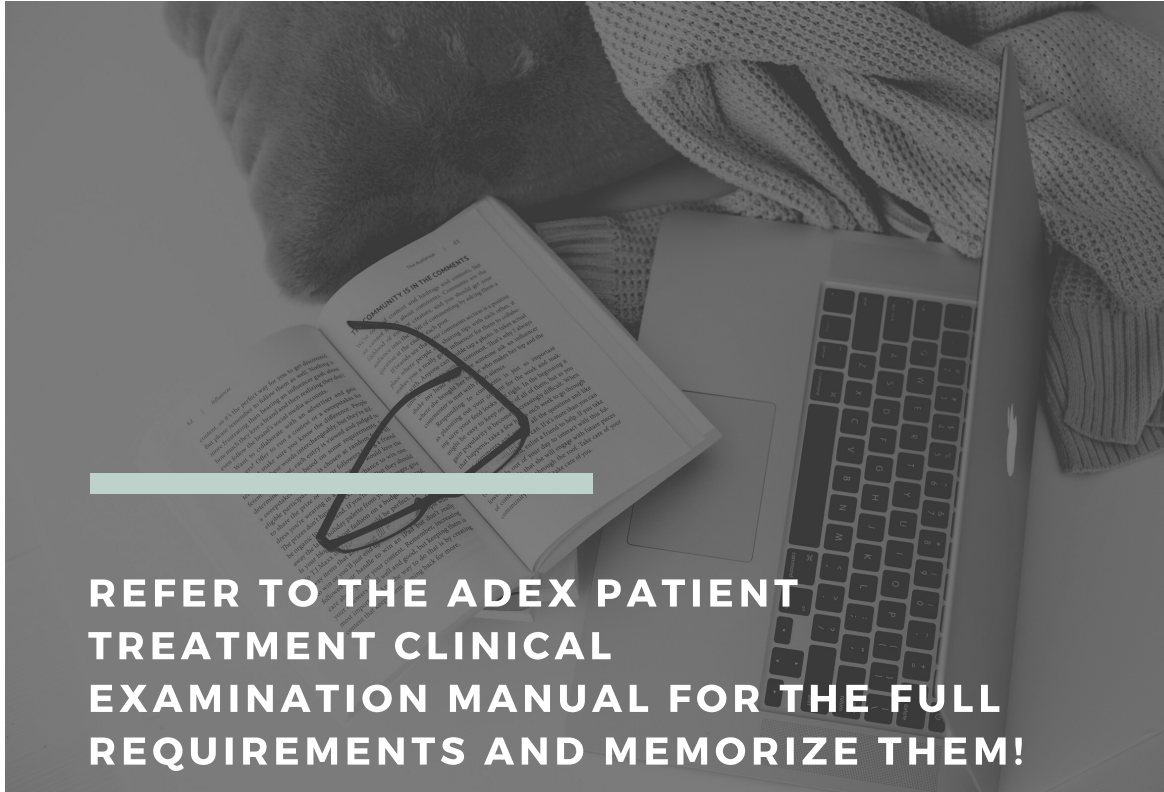


IF YOU HAVE A NO SHOW, CLEAN ANOTHER STUDENTS TEETH OR WALK AROUND THE SCHOOL ASKING EVERYONE IF THEY NEED A FREE CLEANING.



MAKE SURE YOU READ AND MEMORIZE THE CRITERIA FOR BOARDS PATIENTS SO THAT YOU CAN ASSESS YOUR PATIENTS

SEMESTER FOUR, FINDING A BOARDS PATIENT



**REFER TO THE ADEX PATIENT
TREATMENT CLINICAL
EXAMINATION MANUAL FOR THE FULL
REQUIREMENTS AND MEMORIZE THEM!**

Just as a quick summary, your boards patient needs to have at least one full quadrant with at least 6 teeth including one molar in this quadrant. In addition to 2 posterior teeth from another quadrant, again, one being a molar.

So you should have at least two molars with one in the main quadrant and one in the secondary quadrant.

One of these molars needs to be in contact with a tooth in front and behind it. The other molar can have one contact on either the front or the back.

Those are the teeth requirements and so the calculus requirements are as follows: 8/5/3.

A total of 8 calculus surfaces on premolars or molars (any side) but 12 total surfaces when you include anterior teeth.

Of these 8, 5 of them need to be on the mesial and distal of premolars or molars.

Of these 5 mesial and distal surfaces, 3 need to be on just the molars and not the premolars.

SEMESTER FOUR SECURING YOUR BOARDS PATIENT

Every patient you get in you'll want to screen for your boards. The patients that seemed to be promising the most were between the ages of 20-45 who have not been to the dentist in 5 years or less.

People who spent more than 5 years without a dental appointment often had more aggressive periodontal disease and were too advanced for the boards.

As soon as you start feeling a lot of calculus and notice the probing depths are between 1-5mm, call your professor to screen this patient for you. Do not waste time wondering if you are correct.

If you do not know your boards patient getting them to commit may be tough. You have to tell them that you cannot clean them right now and ask them if they will be part of an exam.

It honestly does not sound appealing at all so you HAVE to make it appealing. Make them feel obligated or like they will be getting a great deal for their time.

Often times we paid for their appointments and x-rays of course but we also either gave them gifts or paid them for their time.

It sucks, trust me, but you need them to show up more than you need that money right now!

YOU ARE MORE READY THAN YOU THINK

I wish I could say the in clinic patient portion of the exam was the only exam you have to do. Unfortunately as hygienists we have a plethora of exams to complete.

Do not put off the exam thinking you will have more time to study if you do so. You have been preparing for this and you will be ready by the time you are allowed to start taking the exams.

Schedule your exam and give yourself a deadline to finish up your studying. Your gut will never say you are 100% ready so you just have to do it!

The sooner you get the exams done, the sooner your body and brain will thank you and you will be able to move on to completing your semester and searching for work.

JOB SEARCHING

I started applying to jobs once I had the date of my last exam scheduled which was about a month before the exam.

Early application and hand delivering my resumés worked very well for me. I got a job offer from just about every office I applied to.

Applying early often gives you early access to these offices that your peers will be applying to, get there first!

HAVE YOUR RESUME UP TO DATE

Make sure your resumè includes a section on licenses and certifications. You can put "obtained", "pending", "examination scheduled" or a similar term to notify the employer that you are about to have all your licensing requirements met.

PRINT YOUR RESUME ON CARD STOCK

Card stock paper is thick and has a more professional appearance. It stands out in a pile of printer paper. Have printed copies of your resume on your person at all times.

HAND DELIVER

Look up offices that are hiring online, submit your resumè online if you'd like but in addition to this hand deliver the resumè to the office. They will have two copies of your resumè, a face to put to the name, and a physical resumè that feels and looks different than the other regular paper copies.

SEND A THANK YOU CARD

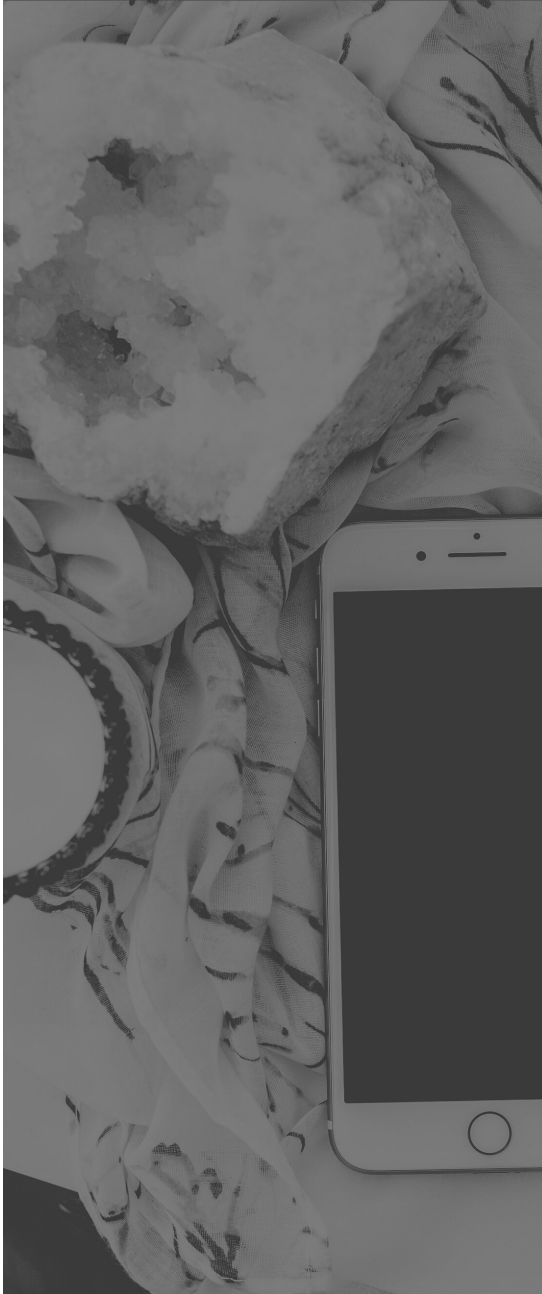
If you do not receive a call in one week, send a thank you card to the offices you visited and let them know that you are thankful for the time they gave you when you came in to drop off your resume.

**I WAS OFFERED MY
FIRST FULL TIME
POSITION ON
GRADUATION DAY!**



INTERVIEWING

BRING YOUR OWN QUESTIONS FOR THE DOCTOR/ OFFICE



This is **THE** time to make a great impression. Dress up and if you're nervous, fake it 'til you make it. Don't let them see you sweat and don't tell them you're nervous.

It's natural and okay to have these feelings but your potential employer doesn't want to know their patients are going to have someone who is a hot mess cleaning their teeth.

Come in with questions prepared that you may want to know about your work setting, daily goals, the office, or even the doctor themselves.

Take this time to take notes and feel out the environment and your potential co-workers.

Not every office is going to be a great fit for you. When you are done with your interview make sure to ask your professors if they know anything about that office or anyone who has worked there. Word of mouth is very strong and hygienists will be honest about their work experiences.

If you happen to get a call back but are waiting on another office you have a few choices here:

- Accept but prolong when you come in to fill out paperwork, you can call and say you changed your mind if something else comes up (however be considerate, don't wait too long)
- You can ask for time to think or ask for another meeting with them
- You can deny the job but remember to be polite and thankful

NEGOTIATING PAY

"CONTACT TEMP AGENCIES AND SEE WHAT THEY REQUIRE THE OFFICES TO PAY TEMP HYGIENISTS"

Your entire schooling up to this point has been to train you on how to be a hygienist. You have treated patients in various degrees of periodontal status and have been assessed by professors and doctors.

You are not a newbie and you do not deserve less pay than they would hire another new hygienist.

If they have a hygienist that has been working there for years, yes that person should be making more than you. However you should not be making less than their normal starting rate.

It is okay to ask your peers what they intend to ask for. It is okay to ask your professors what they know about local starting rates in order to get a good sense of what to ask for.

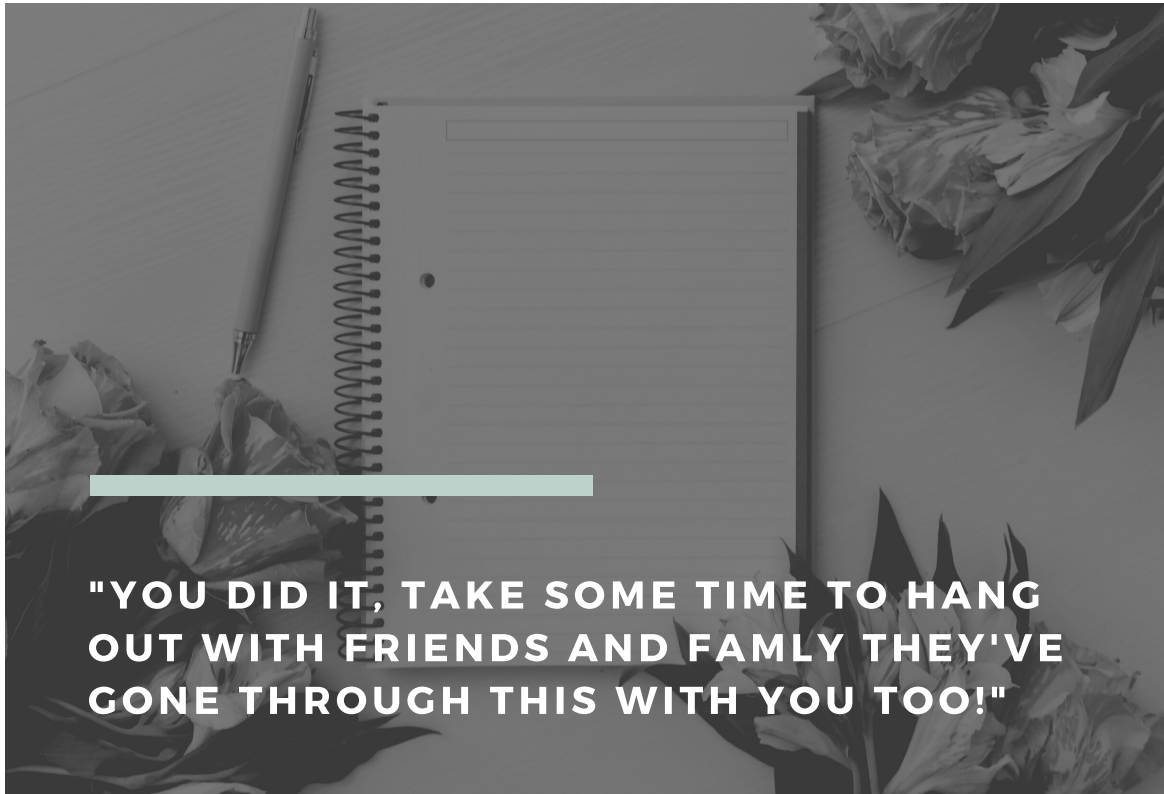
What I recommend doing is looking up the average salary for your area and break it down to an hourly amount. New hygienists tend to start within \$3-5 of this range.

Some offices will try to give you an amount. If you are okay with it, take it. If you want to negotiate sell yourself!

Let them know that you are an asset and why. Tell them about any awards or honors you received. New hygienists are known to work very hard and have all the latest knowledge.



END OF HYGIENE



"YOU DID IT, TAKE SOME TIME TO HANG OUT WITH FRIENDS AND FAMILY THEY'VE GONE THROUGH THIS WITH YOU TOO!"

Now that you have a job lined up and boards scheduled, you can start thinking about your last few weeks in school if you haven't already graduated.

Make sure to take all the things you've bought home with you. You bought them and that's money you can still get back. If you have no use for these tools, sell them online or to incoming hygienists.

Think about continuing your ADHA membership, it has come in handy for me when I needed to job search or obtain continuing education courses.

You will be kicked out of your schools email system pretty soon after graduating, remember to save any information you wish to keep longterm.

Think about requesting a few transcripts in case you need them later on. They should still be free for you.

YOU'LL WANT TO WORK WORK WORK, BUT MAKE SURE TO SET YOURSELF UP FOR SUCCESS LONG TERM. YOU DON'T WANT TO BURN OUT 2 YEARS IN. SET A SCHEDULE YOU'LL LOVE EVEN IN 5 YEARS FROM NOW

CONGRATULATIONS!

WHERE TO FIND MORE INFORMATION ON TOPICS IN THIS BOOK



HYGIENE SCHOOL REQUIREMENTS

On the school website of your chosen hygiene program, you can also call the program coordinator

EXAM INFORMATION

cdcaexams.org

ADA.org

ADHA.org

ALL ABOUT TEMPING

<http://rdhopes.com/2020/07/15/to-temp-or-not-to-temp/>

10 IDEAS FOR RECRUITING PATIENTS

<http://rdhopes.com/2020/06/20/10-ideas-recruiting-patients-for-hygiene-school/>

HOW TO MAKE SURE YOUR RESUME IS REMEMBERED

<http://rdhopes.com/2020/05/01/how-to-make-sure-your-cover-letter-is-remembered/>

PAY NEGOTIATION

<http://rdhopes.com/2020/04/21/dental-hygienist-salary-income-how-much-money-does-a-dental-hygienist-make/>

QUESTIONS TO ASK DURING YOUR INTERVIEW

<http://rdhopes.com/2019/02/28/questions-you-need-to-ask-during-your-interview/>

HOW TO GO FROM A 3 HOUR DENTAL CLEANING TO 1 HOUR

<http://rdhopes.com/2019/02/17/going-from-3-hours-to-1-hour-dental-cleanings/>

FREE BOARDS STUDY MATERIAL

Instagram @rdhopes1

HOW TO STUDY WITH CHILDREN

<https://youtu.be/5DFvRNL7u-0>
