

DEPARTMENT OF PUBLIC WELFARE

TO: All Institutions

Jan. 11, 1965

Attention: Medical Directors
Administrators
Dental Departments

FROM: David J. Vail, M. D.
Medical Director

SUBJECT: Report on Minnesota State Institutional Dental Service

I have agreed to help Dr. Richard Gordon to gather some information for our mutual benefit. Dr. Gordon, formerly Chief of Dentistry at Hastings State Hospital and Chairman of the Institutional Dental Group, is, as you know, taking a year of advanced study in public health. The information is to be used by Dr. Gordon for the writing of a Plan B paper in the partial fulfillment of the requirements for a MPH degree in the School of Public Health at the University of Minnesota.

The descriptive title of his paper will be "Dental Service in Minnesota State Institutions," and will be, hopefully, a report of dental progress in this area of state service. It will also represent past, present, and future justification and explanation of dental staff, facility, and program development and goals. It should also serve as a goal for private dental effort, cooperation, and understanding in this area of care and dental service for the handicapped.

If there is present or future value to any state agency in the use or publication of this report, or any portion of it, the prerogative of its use will be ours.

No central or complete source of information, of the nature requested, exists. Each institution and dental service is unique in its composition and development, and therefore requires a separate consideration and evaluation of its submitted data.

This information should be submitted to me by January 28, 1965, to be included in the proposed report. Some suggested areas of information are listed for some degree of uniformity. Thank you.

The information requested is as follows:

- I. (Type of institution reporting and general description of its physical nature and function.) Patient types and forms and extent of handicapping conditions found might also be included. Include physical, emotional, intellectual, and social handicaps.
- II. Historical information
 - A. Origination of dental service and its development
 - B. Staff composition, description, and status to the present, with length of service and graduation dates, if possible

- ✓ C. Physical location of dental facilities and subsequent changes
- ✓ D. Original equipment adequacy and development to present
- ✓ E. Patient load until present time, in terms of average population figures and turnover or admission/discharge rates annually

III. Dental Service Functions

- ✓ A. Extent of dental services rendered and programs followed
- B. Limitations of dental effort-staff, equipment, budget, work load
- ✓ C. Extent of available consultant services - state or private

IV. Goals and Planning

- ✓ A. Present and future needs
 - 1. Dental staff or personnel and their functions
 - 2. Equipment and supplies
 - 3. Office space and/or location improvement
 - 4. Budget and monetary needs or requirements
- B. Suggestions for future dental service improvement
 - ✓ 1. Your institution
 - ✓ 2. State level
- C. Obstructions to (or deficiencies in) the ideal dental care of institutionalized patients
 - ✓ 1. Handicapping conditions related to clinical care
 - ✓ 2. Problems in application of principles of dental prevention and related programs
 - ✓ 3. Recommendations for implementation of principles and programs for improved dental care and maintenance of the patients in your institution

V. Candid general or personal comments are encouraged and will be treated confidentially.

VI. The main function or intent of this proposed paper is the stimulation of support and interest in and to the state institutional program and effort, and will

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not be of a comparative or reflective nature.

DJV:rcj

cc - Dr. Richard H. Gordon