

Program for Recovering Dental Professionals

Participant Handbook

2017



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PRDP Office Hours

Building availability: 8:00 am—5:00 pm MT, Monday through Thursday,
8:00 am—4 pm MT, Friday

Normal telephone availability: 7:00 am—5:00 pm MT, Monday through Thursday,
7:00 am—4 pm MT, Friday

Emergency line availability: 24/7 through Emergency Line—(866)460-9014

2017 Southworth Holidays—Office will be closed.

Check Drug Testing for dates you are not required to check in.

Presidents Day (2/20)

Memorial Day (5/29)

Fourth of July (7/4)

Labor Day (9/4)

Thanksgiving Day (11/23)

Day after Thanksgiving (11/24)

Christmas (12/25)

*Participants experiencing an emergency or crisis
should call 911 or visit their local hospital emergency room.*

This handbook is intended to provide instruction and direction about the PRDP. It is to be used in conjunction with your PRDP contract and is simply meant to supplement any information already contained in your contract. It is your responsibility to know and follow the terms of your individualized contract. Your Compliance Monitor will gladly explain your requirements and answer any questions you may have.

About the Program for Recovering Dental Professionals

The Program for Recovering Dental Professionals (PRDP) was formed in 1999 and is a confidential alternative to formal disciplinary action offered by the Idaho Board of Dentistry. John Southworth, CADC, CIP, serves as the Program Coordinator and Mark Broadhead, M.D. of Reno, NV serves as Medical Consultant. While the program provides no direct counseling, treatment, or aftercare services, it does support and endorse the development of self-help groups at the local level.

The PRDP was created to help any Idaho dentist or dental hygienist who is impaired as a result of chemical dependency and/or mental illness/psychiatric problems. The program's primary mission is to identify and monitor dental professionals with certain problems and thus to help protect the public from unsafe practice by impaired professionals. The PRDP conducts interventions, coordinates placement in an evaluation/treatment program, and coordinates an individualized long-term monitored recovery program for each participating dental professional. The PRDP seeks to educate Idaho dental professionals and other involved parties about the nature of the PRDP and the problems of impaired professionals and to establish a liaison with other professional organizations concerned with these issues.

The PRDP tries to identify dental professionals with problems, to participate in interventions, to advise regarding treatment facilities, and to monitor compliance with recommended treatment plans. For chemical dependence, the PRDP cannot force or prescribe recovery. It can and does document behaviors consistent with recovery. The participant has to find their own path to recovery. Participating in recovery activities exposes the participant to others who are seeking recovery, too. They share feelings and tools, but just the activities do not guarantee recovery. Vice versa the tools that work for one person may not work for another.

The PRDP has become an important source of confidential support to dental professionals seeking the help they need without necessarily jeopardizing their licenses. Most individuals join the program through some form of "benevolent coercion", seeking assistance because of some external pressure, which comes primarily from licensing boards or professional colleagues. However, employers, spouses, lawyers, and others have also contacted the program to report possible impairment or other abnormal behavior.

The PRDP maintains a relationship with the Idaho State Board of Dentistry that develops trust and satisfies legal requirements. As long as the dental professional is in compliance with the PRDP program requirements, they will not be reported to licensing or disciplinary agencies. The PRDP will contact the Board if a dental professional refuses to comply with PRDP recommendations.

When dental professionals follow their recovery program the PRDP can be a powerful advocate. In the past, the PRDP has advocated on behalf of participants to the Board of Dentistry, Board of Pharmacy, federal agencies, judges, and employers.

The PRDP receives financial support from the Board of Dentistry. The PRDP gratefully acknowledges the Board's support, however, the funds supplied by the Board are restricted in how they can be used and don't cover the entire costs of the PRDP.

PRDP Mission

The mission of the PRDP is to help and support dentists and dental hygienists who are experiencing problems associated with alcohol/drug use and/or mental/behavioral problems. The program also focuses on educating dental professionals and their family and friends about the causes, effects, and treatment of alcohol and drug dependency.

Contacting PRDP

General Help Line: 208-323-9555 ext. 206

Staff:

John Southworth, CADC, Executive Director/Program Coordinator

208-891-4726/john@southworthassociates.net

Katie Davis, Compliance Monitor

208-323-9555 ext. 103/kdavis@southworthassociates.net

Monday-Friday 7am-4pm MT

Lori Barnes-Lapp, Quality Assurance/Data Advisor

lori@southworthassociates.net

**It's best for you to communicate directly with your designated
Compliance Monitor whenever possible.**

Monitoring Contract

The PRDP is designed to support the recovery process of dental professionals and to help ensure the safe practice of dentistry. **Contract requirements are there to help reinforce your own recovery program!**

This contract serves as a powerful tool toward documenting the recovery process and helping dental professionals return to the practice of dentistry. The overall chemical dependency monitoring contract is a five year contract and is designed to guide and document the participant's recovery from substance abuse or chemical dependency. Requirements of this contract include, but are not limited to, weekly attendance at mutual support group meetings (i.e. 12-Step meetings), weekly attendance at a professionally facilitated support group meeting, regular meetings with a 12-step sponsor , and participation in random toxicology drug screening.

For the dental professionals who need monitoring for psychiatric/mental health issues, a contract is designed similar to the chemical dependency contract but also includes regular meetings with a psychiatrist or therapist who monitor and report on the behavioral and mental health aspect of recovery.

Once a PRDP contract is signed each participant is responsible for all requirements. PRDP Compliance Monitors are considering the following compliance issues when advocating for participants:

- Consistent check-in to FirstLab to see if a drug screen is required that day
- Providing toxicology samples that are negative & valid (i.e. not dilute)
- Timely completion/submission of reports
- Attendance/participation at required meetings

Drug Testing

Participants must call in and/or check in online to FirstLab every Monday-Friday between 5am-5pm Mountain time.

Check-in is not required on these holidays:

- New Year's Day
- Memorial Day
- 4th of July
- Labor Day
- Thanksgiving Day
- Christmas Day

Generally, drug testing begins at a frequency averaging once per week for dentists and 24/year for dental hygienists. Other forms of drug testing may be added into the random cycle at any time. Examples include, but are not limited to, hair and/or blood tests.

PRDP does not accept any other drug testing other than results completed by using FirstLab's Chain of Custody (i.e. Drug Court tests, other 3rd party tests, etc.)

When a participant misses a required check-in to FirstLab they can choose to either self-test with one of their FirstLab provided Chain of Custody forms or not test and risk having been selected. If they elect to test they should use a test option number provided to them by their Compliance Monitor.

If a participant has a shy bladder or is otherwise not able to produce enough sample they have few options. They can either stay at the testing facility until they are able to produce enough for a split specimen; they can authorize the testing facility to accept a non-split specimen so long as they understand that if the specimen comes back questionable they have no way of re-testing it if they disagree with the results; or they can return to a testing facility later that day with a new Chain of Custody form and try again.

Drug Testing cont.

You can locate testing sites nationwide by using the following website: <http://www.questdiagnostics.com/home.html>

For Patients → Find a Location → Insert street address and/or zip code → Select “Drug Screen—Urine” → Find

You are responsible for assuring you have Chain of Custody forms on hand at all time. If you need to reorder forms you'll need to do so directly through FirstLab. You can either:

- 1) login to the Testing Notification System (www.phm.firstlab.com) and select Forms/Reports, Chain of Custody Order Form, or
- 2) contact FirstLab by phone at (800)732-3784.

Travel/Vacation Requests

You should notify PRDP in writing at least one (1) week prior to departure anytime you travel out of town during the Monday-Friday work week. If there are testing sites near where you will be traveling to you will be expected to continue to check in and test if selected. If you are traveling to an area where no sites are within a reasonable distance, as determined by PRDP, and/or if you have plans that will make testing impossible you can make a request to be excused during this time. This request should outline the following: 1) where you are going, 2) why you are going, 3) how long you plan on being away, and 4) what requirements exactly cannot you not fulfill but traveling.

Based on the above information and your case history it is up to your Compliance Monitor to determine whether or not you will be excused from contract requirements if you travel out of town. If approved, PRN will only excuse participants from the specific item(s) requested. If you did not request to be excused from a particular requirement you will be expected to continue to fulfill it as outlined in your contract.

If you forget your Chain of Custody forms when traveling it may be possible to set up an electronic Chain of Custody form with a local lab. You'll need to contact your Compliance Monitor as early in the day as possible if this is necessary as it may take some time to accomplish.

Meeting Attendance

Client Attendance Report (CAR) forms as well as instructions on how to fill out these forms can be downloaded via our website: <http://www.southworthassociates.net/monitoring/program-for-recovering-dental-professionals>

CAR forms must be turned in by the 5th of the month. Totals for monthly meeting attendance will be tallied on the 10th of each month and low meeting letters sent at that time if applicable.

While in your ninety (90) meetings in ninety (90) days phase of your contract only outpatient treatment classes, 12-Step meetings, and Caduceus meetings count toward this goal. Health Professionals support group, sponsor meetings, etc. are not counted toward your 90/90 nor are they counted toward your 12-Step meeting requirement once 90/90 is completed either. Outpatient treatment classes are only counted towards your meeting attendance during the 90/90 requirement.

If a participant misses a Health Professionals support group they must first notify their designated Compliance Monitor as well as their support group facilitator with an explanation on why they are missing the required group. Secondly, if you are excused from group by your Compliance Monitor you will be asked to attend two extra 12-Step meetings as replacement. Please be mindful to mark those replacement meetings on your CAR forms so your attendance is tallied correctly for the month.

A participant cannot request a decrease in Health Professionals support group attendance rate until they have met at least 90 times with the group.

PRDP does not accept on-line meetings.

Caduceus meetings will count toward your 12-Step meeting requirements and should be noted the same way as 12-Step meetings on your CAR.

Worksite Monitors

A Worksite Monitor is someone who has met the PRDP's guidelines and is viewed as encouraging and supportive of the participant's recovery and who understands the importance of their confidentiality. They are willing to observe the participant in their employment setting, regularly update the PRDP, as well as immediately notify the PRDP if they notice any behavioral or emotional changes that cause concern.

You are responsible for nominating your Worksite Monitor. Your designated Compliance Monitor will then contact your nominee and determine if they are eligible to act in this capacity. Releases should be signed for your nominee at least two (2) weeks prior to you starting the job.

Generally, worksite monitors must:

- Be someone in the client's workplace
- Not be a subordinate or employee of the person being monitored
- Not currently a participant in the PRDP program

PRDP will call your Worksite Monitor in between quarters for a verbal update as well as send quarterly requests for written updates.

Overall Peer Monitors

An Overall Peer Monitor is a peer (typically another recovering Health Professional) that meets with participants at least once a month to:

- 1) Assess the recovery process (including how he/she is doing in recovery and how he/she is feeling about his/her recovery)
- 2) Assess compliance with the PRDP contract
- 3) Support the dental professionals' progressive efforts in recovery
- 4) Assess how the dental professional is managing work-related stressors
- 5) Discuss work-related issues that have/may have an impact on recovery

The assigning of Overall Peer Monitors will be used on a case by case basis as defined and articulated by PRDP and could include any or all of the following:

- 1) Participants who are on multiple contracts,
- 2) Participants having non-compliance issues,
- 3) Participants with behavioral needs as defined by the PRDP,
- 4) Participants with more than expected difficulty with abstinence in the opinion of the PRDP.

PRDP will review the Overall Peer Monitor/participant assignment at least annually.

Timeline for Requirement Reduction Requests

Participants may submit written requirement reduction requests to their designated Compliance Monitor. When making a request the participant is expected to look internally and be mindful of their recovery program and be detailed on the reasoning behind wanting/needing the change.

Participants are expected to wait at least ninety (90) days in between each request approval before submitting another request.

Only one request at a time will be approved. For each request change period, the participant may request a decrease of no more than:

- Six toxicology tests/year
- One mutual support group (12-Step)/week—*will never drop lower than 1 meeting/week*
- One sponsor meeting/month—*will never drop lower than 1 meeting/month*
- One Health Professionals support group meeting/month—*will never drop lower than 1 meeting/month and must have met at least 90 times with the group*

Relapse

A relapse will result in an automatic review by PRDP to determine the next course of action. Typical results of this review include a re-evaluation and following of the new evaluation recommendations.

Your Compliance Monitor will ask you to submit a Letter of Explanation regarding the relapse in order to get your perspective on what happened and/or what led up to the relapse.

PRDP will decide, through a case review, to either officially or informally report the relapse to the Board of Dentistry. In either measure PRDP will notify the Board of Dentistry of the course of action we have taken.

Medications

If a participant is prescribed a controlled substance and/or a potentially addictive medication PRDP will recommend that the participant not practice until evidence is provided of discontinuation of that medication (i.e. negative drug screen or statement from prescriber noting the discontinuance date).

If a participant cannot get off a prescribed controlled substance or potentially addictive medication they will have their case reviewed with the Medical Consultant to get advocacy to work.

PRDP utilizes “The Medication Guide for a Safe Recovery” issued by Talbott Recovery Center as a guideline on whether a medication is safe or risky for a person in recovery to take. A copy of this Guide can be found here: <http://www.southworthassociates.net/documents/dental/medguide-updated-20141.pdf>.

- Class A drugs should be absolutely avoided
- Class B drugs should only be taken with physicians knowledge of the participants’ recovery
- Class C drugs should be safe to take

Participants must notify PRDP of any over-the-counter medications they take along with duration of use.

A Yearly Updated Prescription form as well as list of medications containing alcohol/Guide to Alcohol Free Products can be downloaded from our website: <http://www.southworthassociates.net/monitoring/program-for-recovering-dental-professionals>

Agonist Therapy Policy

It is the clinical opinion of the PRN that when it comes to the treatment of Substance Use Disorder, abstinence from potentially addicting substances is the pharmacologic gold standard. As such, abstinence is the expected state of all professionals who are attempting to return to work in the health care fields. The use of harm reduction techniques such as agonist therapy should be reserved for the severest forms of Substance Use Disorders and are, in general, considered too high risk to be allowed to return to work in patient care.

Still, exceptions may be made on a case-by-case basis under highly modified monitoring contracts. Agonist therapy may be considered appropriate for individuals who have been using the drug either IV or who have met the criteria for severe use disorder for a period of years. They must have had at least two relapses after appropriate treatment or while under monitoring. For those with Opiate Use Disorder, at least one of those relapses needs to have occurred while on naltrexone or other opiate receptor-blocking agent. Having proven they have the severest form of the disease, candidates for agonist therapy will be monitored for as long as they are on this form of therapy. Reduction in monitoring or recovery requirements will not be considered as long as the patient is on this form of therapy. Modifications to the contract shall be at the monitoring agencies discretion and for increased efficiency of efficacy of monitoring only. Should the individual discontinue agonist therapy, the individual may then sign a new standard contract. Time spent on agonist therapy shall not count toward the completing of a standard contract.

Termination/Graduation

Self-referred participants must request graduation in writing and the PRDP will review the case. A suggested timeline for a Self-referred participant to request graduation would be:

- At least one month prior to your PRDP contract end date send a letter to PRDP requesting graduation.

Board-referred participants should review their Board of Dentistry Stipulation and Consent Agreement (Agreement) to determine how to proceed for graduation.

If your Agreement is written in a way that it will automatically terminate on a certain date, that is when you will graduate (unless this termination date is before your PRDP contract end date. If that is the case then you will remain being monitored as a Self-referral until your PRDP contract end date.)

If your Agreement does not have an automatic termination date you must request PRDP's support for termination of your Agreement in writing as well as send a request to the Board of Dentistry directly to terminate your Agreement. If the PRDP agrees to support the termination of the Agreement then PRDP will send a support letter to the Board of Dentistry. The Board of Dentistry only meets quarterly to review these requests and thus, depending on scheduling, you may be required to be monitored past your PRDP contract date.

A suggested timeline for a Board referred participant to request graduation would be:

- At least three months prior to your PRDP contract end date send a letter to PRDP requesting their support for termination of your Agreement.
- At least three months prior to your PRDP contract end date send a letter to the Board of Dentistry requesting to get on their upcoming agenda for termination of your Agreement.

Only the Board of Dentistry can release Board-referred participants. PRDP must wait for notification from the Board that the participant either: 1) graduated and thus their Agreement has been terminated or 2) was dismissed and thus canceled/revoked/surrendered their license; before releasing them from their contract.

- Monitoring fees continue to accrue until either one of the above items is met.

We encourage you to make the most of our website as it contains many helpful links, documents, and other information:

<http://www.southworthassociates.net/monitoring/program-for-recovering-dental-professionals>

Please review your contract regularly and contact your Compliance Monitor directly should you have any questions regarding this Handbook or any requirements!

