- WAC 246-815-164 Patient record content. (1) A dental hygienist who treats patients shall maintain legible, complete, and accurate patient records.
- (2) The patient record must contain the clinical records and the financial records.
- (3) The clinical record must include at least the following information for each entry:
- (a) The signature, initials, or electronic verification of the individual making the entry note;
- (b) The identity of who provided treatment if treatment was provided;
  - (c) The date of each patient record entry;
- (d) The physical examination findings documented by subjective complaints, objective findings, an assessment of the patient's condition, and plan;
- (e) A dental hygiene treatment plan based on the analysis of assessment findings;
- (f) Up-to-date dental hygiene and medical history that may affect dental hygiene treatment;
- (g) A complete description of all treatment/procedures administered at each visit;
  - (h) An accurate record of any medication(s) administered;
- (i) Referrals and any communication to and from any health care provider;
- (j) Notation of communication to or from the patient or minor patient's parent or guardian, including:
- (i) Notation of the informed consent discussion. This is a discussion of potential risk(s) and benefit(s) of proposed treatment, and alternatives to treatment, including no treatment;
- (ii) Notation of posttreatment instructions or reference to an instruction pamphlet given to the patient;
- (iii) Notation regarding patient complaints or concerns associated with treatment, this includes complaints or concerns obtained in person, by phone call, email, mail, or text; and
  - (iv) Termination of hygienist-patient relationship.
- (4) Clinical record entries must not be erased or deleted from the record.
- (a) Mistaken handwritten entries must be corrected with a single line drawn through the incorrect information. New or corrected information must be initialed and dated.
- (b) If the record is an electronic record then a record audit trail must be maintained with the record that includes a time and date, history of deletions, and edits and corrections to the electronically signed records.

[Statutory Authority: RCW 18.29.210, 43.70.280, and chapter 18.29 RCW. WSR 18-21-141, § 246-815-164, filed 10/19/18, effective 11/19/18.]