



DHL At-A-Glance Activity Guide

Required Activities

Activities are identified by the following categories:

AC = Access to Care
CO = Communication

AD = Administration
ED = Education

AS = Assessment
PR = Prevention

Monthly

- CO: Send e-mail to state partners (e.g., Head Start association, Head Start collaboration office, oral health program, oral health coalition) and Head Start staff with relevant oral health information and resources.
- ED: Respond to information requests in a timely manner.

Quarterly

- CO: Participate in a call with your regional DHL coordinator.
- ED: Participate in a DHL webinar or listen to an archived webinar posted to the DHL webpage.
- AD: Complete a [progress report](#).

Progress report due dates:

1st quarter report—due January 7 (Oct–Dec)

3rd quarter report—due July 7 (Apr–Jun)

2nd quarter report—due April 7 (Jan–Mar)

4th quarter report—due September 15 (Jul–Sep)

Annually

- ED: Submit a proposal to present at a state meeting using NCHBHS-approved presentation slides. Presentations can be in-person or virtual.
- AD: Request an annual expense allowance once activities in three categories are completed.
- AD: Maintain American Dental Hygienists' Association (ADHA) membership. (DHL expense allowance can be used to pay for this.)

Other Activities: Examples by Category

AC: Facilitate access to oral health care.

- Collaborate with state groups (e.g., dental hygiene association, dental association, oral health coalition, primary care association) to recruit health professionals to provide oral health care to Head Start participants.

AS: Promote awareness of Head Start Program Information Report (PIR) oral health data.

- Review [PIR](#) oral health data to identify state trends and potential issues related to meeting the [Head Start Program Performance Standards](#), and share key findings with state partners.

CO: Foster communication with DHL project leadership, DHLs, and Head Start staff.

- Participate in the DHL discussion list, read messages, and share information and resources.
- Participate in state [health managers networks](#) and share information and resources.
- Attend DHL events at national conferences (e.g., ADHA, National Oral Health Conference), as personal funding permits.

ED: Share oral health information and NCHBHS resources with Head Start staff and state partners.

- Submit a proposal to present at a state meeting using Office of Head Start (OHS)-approved presentation slides. Presentations can be in-person or virtual.
- With guidance and approval from the NCHBHS oral health management team, present at a regional meeting using OHS-approved slides.
- Prepare a newsletter article using content from NCHBHS oral health resources and share it with state partners.

PR: Encourage preventive oral health.

- Promote toothbrushing in Head Start and Early Head Start programs—ideally group toothbrushing at the table—and in Early Head Start programs.
- Promote use of fluoride in Head Start programs (e.g., brushing with fluoride toothpaste, drinking community fluoridated water).
- Promote receipt of fluorides (e.g., fluoride varnish, silver diamine fluoride) in dental, medical, and other settings.