



# Regulations Simplified!

*Keeping Your Patients, Practice,  
and Your Team Safe Every Day*

**Leslie Canham, CDA, RDA**

*Certified Speaking Professional*

## SPEAKER PACKET



"Leslie has my highest recommendation and would be a tremendous speaker for your next meeting or event."

*—Shannon Ford; Executive Director  
Kern County Dental Society*



## LESLIE CANHAM'S

fast paced, entertaining seminars have earned her the reputation as an outstanding speaker. Audience members rave. Meeting planners bring her back year after year.

Leslie Canham is a Certified Speaking Professional specializing in Infection Control, OSHA Compliance, Dental Practice Act, HIPAA regulations, and Accommodating Patients Who Are Disabled. Leslie's goal is to help the dental team navigate the sea of state and federal regulations by providing up to date and accurate information.

**SUGGESTED AUDIENCE:** Dentist and Team Members

**SUGGESTED FORMAT:** Full- or Partial-Day; Lecture, Workshop, Keynote, Webinar

# PRESENTATIONS

## OSHA

**Got OSHA? 6 Easy Steps to Office Safety!**

**OSHA Inspection Pass or Fail?**

**The New and Improved Hazard Communication Standard**

**You're the OSHA Coordinator - Now What?**

**OSHA Safety Manual Workshop**

## Infection Control

**Infection Control Teamwork - How to Make Infection Control Sticky**

**The First Step in Infection Control is Hand Hygiene**

**CSI Dental Office-Criminal Microbes and Survivor Sterilization Room**

**You're the Infection Control Coordinator - Now What?**

**Treating Patients Living with HIV/AIDS**

## HIPAA

**HIPAA - What's New and What Do I Have To Do?**

## Special Needs Patients

**Accommodating Deaf and Hard of Hearing Patients**

**Treating Patients Who Have Autism — A Team Approach**

## California Mandatory Courses

**Infection Control**

**California Dental Practice Act**





## Got OSHA? 6 Easy Steps to **OFFICE SAFETY!**

This fast paced, entertaining program is designed to familiarize the participant with the basic elements of an OSHA safety program for dentistry while meeting the annual bloodborne pathogen training requirements. Take home tools include: checklists for conducting an OSHA inspection, designing a “personalized” OSHA safety plan, tips for organizing an OSHA Safety meeting that meets the annual bloodborne pathogen training requirements, a sample exposure incident plan, and other helpful resources.

### **COURSE OBJECTIVES:**

- Learn how to meet OSHA requirements for dentistry
- Recognize hazards in the dental office
- Explain how to manage an exposure incident
- Understand how to maintain and update an OSHA manual

## **OSHA INSPECTION** Pass or Fail?

What will you do in the event of an OSHA inspection? Learn what OSHA inspectors look for in a dental office. Find out what types of violations frequently occur. This program takes a “virtual tour” of your office to help you conduct your own mock OSHA inspection. Each participant will receive an OSHA inspection checklist and helpful resources for OSHA compliance.

### **COURSE OBJECTIVES:**

- Learn how to make your office OSHA Compliant
- Recognize and correct hazards that compromise employee safety
- Understand how OSHA conducts inspections in a dental office
- Explain how to conduct a mock OSHA inspection

## The New and Improved **HAZARD COMMUNICATION** Standard

Dentists are required to train their team in the new chemical label and Safety Data Sheet requirements. *Are you compliant?* Learn how to interpret the new label elements and how to label secondary containers. Gain a deeper understanding of how Safety Data Sheets protect employees and the practice. Participants learn how to obtain SDS, utilize labels and update your SDS binder. Meet OSHA training requirements, protect your practice and sleep easy knowing you're compliant.

### **COURSE OBJECTIVES:**

- Learn how to meet OSHA requirements for dentistry
- Recognize hazards in the dental office
- Understand how to maintain and update the OSHA and SDS manuals
- Understand the new label and SDS requirements





# You're the **OSHA COORDINATOR** - Now What?

This program is designed to familiarize the office OSHA coordinator with the basic elements of an OSHA safety program for dentistry. Attendees will learn how to conduct annual OSHA training for employees, maintain an OSHA manual, manage an exposure incident, and complete the necessary record-keeping forms. Take home tools include: checklists for conducting an OSHA inspection, designing a "personalized" OSHA safety plan, tips for organizing an OSHA Safety meeting that meets the annual bloodborne pathogen training requirements, a sample exposure incident plan, and other helpful resources

## **COURSE OBJECTIVES:**

- Learn how to conduct OSHA training
- Recognize hazards in the dental office
- Explain how to manage an exposure incident
- Understand how to maintain and update an OSHA manual

**WELL-SUITED FOR THE  
OSHA COORDINATOR**



# OSHA **SAFETY MANUAL** Workshop

In this hands on workshop you will create a personalized office safety manual that complements your office OSHA manual. Encompass office safety for your practice with templates, step by step instructions, and checklists for safety written plans. You may bring your OSHA manual to class. (Note-this course and/or materials does not provide an OSHA manual-rather the tools to help you create plans to accompany YOUR OSHA manual). Each participant will leave with an office safety manual, templates, checklists and digital forms to personalize.

## **COURSE OBJECTIVES:**

- Create a personalized office safety plans including exposure incident protocol
- Understand how to implement standard operating procedures
- Utilize checklists for instrument processing, operatory set-up/breakdown, and lab procedures

**WELL-SUITED FOR THE  
OSHA COORDINATOR**

**WORKSHOP**



"Leslie provides timely and necessary information on OSHA. Most staffers would say *I have to learn about OSHA*, but attendees to Leslie's lectures say *I want to learn about OSHA!* Her attitude and enthusiasm make the difference and an enthusiastic staff is a productive staff."

—Judy Burch, Education Coordinator American Association of Orthodontists

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# INFECTION CONTROL TEAMWORK – How to Make Infection Control Sticky



Recent breaches in Infection Control demand that we review, update, and fine tune our infection control knowledge, skills and procedures. In this high-energy, memorable course, learn how to update existing infection control practices to meet the current CDC Guidelines. Examples of infection control DO's and DON'Ts and hands on demonstrations will provide the participant with valuable tips. This program will motivate the participant to strive for infection control excellence. Take-aways include: an infection control checklist, instrument processing protocol, and top resources for infection control and safety.

## COURSE OBJECTIVES:

- Develop and implement an office infection control program
- Understand how to incorporate the CDC Guidelines in your practice
- Learn how to achieve a culture of infection control and safety compliance through teamwork
- Identify resources for infection control and safety
- Explain how to select appropriate infection control products

## THE FIRST STEP in Infection Control is Hand Hygiene

Dental professionals spend a great deal of time performing hand hygiene procedures. However, repeated use of hand-hygiene products can cause chronic irritant contact dermatitis. Discomfort due to skin irritation can interfere with adherence to recommended hand hygiene practices. This “Hands On” workshop is designed to help the dental professional understand how to perform hand hygiene correctly, select appropriate hand hygiene products and gloves, recognize signs of skin irritation and locate reliable resources for hand hygiene.

## COURSE OBJECTIVES:

- Understand how to protect hands and skin
- Recognize signs and symptoms of potentially dangerous skin conditions
- Describe types of hand hygiene protocols and circumstances for each

**WORKSHOP**

## CSI DENTAL OFFICE - Criminal Microbes and Survivor Sterilization Room

Leslie takes the clinical team to a dental office infection control crime scene. Learn how to stop Criminal Microbes, explore the dangers of Survivor: Sterilization room, and visit the neighborhood renegade office germs. Tooth Whisperers are responsible for appropriate sterilization and infection control procedures. Protect yourself and your patients from infectious disease transmission. It's easy, once you know the steps you'll be Dancing with the Scalers! Infection Control training is a must for dental health care providers, but who says it has to be boring?

## COURSE OBJECTIVES:

- Identify common pitfalls in infection control and sterilization procedures
- Learn the proper selection and use of infection control products
- Develop written protocols for instrument processing and the management of injuries

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# You're the **INFECTION CONTROL** Coordinator - Now What?



This course will help the dental team member assume the role of the infection control coordinator. The participant will receive take away tools such as: an infection control checklist, an outline for conducting an office infection control meeting, information on how to select appropriate infection control products, and a list of helpful resources.

## **COURSE OBJECTIVES:**

- Understand the role of an infection control coordinator
- Learn key federal, state, and local regulations
- Develop a checklist for infection control compliance
- Plan and organize an infection control and safety meeting.
- Identify resources for infection control and safety

**WELL-SUITED FOR THE OSHA /  
INFECTION CONTROL COORDINATOR**

## **TARGET AUDIENCE:**

Dentists, Hygienists and Assistants

## **SPEAKING TIME:**

Program can range from 90 minutes to 3 hours  
(Time can be modified as needed)

## Treating Patients Living with **HIV/AIDS** - Workshop

Under the Americans with Disabilities Act, dentists have a legal duty to treat patients living with Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome. Learn how to create a culture of infection control and safety compliance to protect yourself, your team and your patients.

## **COURSE OBJECTIVES:**

- Understand appropriate sterilization and infection control procedures
- Explain proper selection and use of appropriate infection control products
- Recognize the rights of Patients under the Americans with Disabilities Act
- Identify resources for infection control and safety

"Leslie is a meeting planners dream. She responds in a timely manner and never missed a deadline."

—Jen Blake, Director of Education  
American Dental Assistants Association

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## **CALIFORNIA** Mandatory Courses

**Leslie is an Approved Dental Board Provider for these  
Mandatory California License Renewal Courses:**

**Infection Control For California Dental License Renewal.** This two hour course covers the California state board required minimum standards for infection control and how to implement in your practice. Approved by the California Dental Board for license renewal requirements.

**California Dental Practice Act For California Dental License Renewal.** This two hour course provides up to date information about new dental regulations, allowable duties for dental auxiliaries, permits, license renewal requirements, disciplinary action, mandatory reporter laws, and prescription writing regulations. Approved by the California Dental Board for license renewal requirements.



## HIPAA – What's New and What Do I Have To Do?

The purpose of this course is to familiarize the participant with the basic concepts of HIPAA as the regulations apply to Dentistry. Information will include: how to comply with the new HIPAA Omnibus Rule, conduct staff training, create the necessary logs, prevent breaches.

### COURSE OBJECTIVES:

- Learn how to conduct a “risk assessment”
- Understand how HIPAA regulations apply to a typical dental office
- Recognize breaches in privacy or security
- Understand how HITECH affects dental practices

## Accommodating DEAF AND HARD OF HEARING Patients



This course will help to participant understand the obstacles that deaf and hard of hearing patients encounter in the dental office. Sometimes patients who are hearing impaired do not disclose their condition to the dental team. Misunderstanding the treatment plan, home care instructions, or prescription information can be detrimental to the patient's health. By increasing awareness and attention to the patient's special needs, the dental team can take steps to effectively communicate with the patient.

### COURSE OBJECTIVES:

- Recognize and accommodate the needs deaf or hearing impaired patients
- Understand the steps to confirm patient comprehension of treatment needs, scheduling and financial obligations
- Understand how comply with the Americans with Disabilities Act which defines the dental office as a place of public accommodation

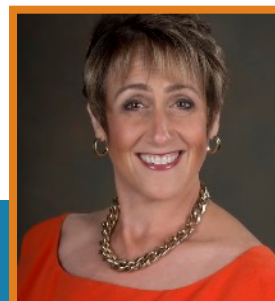
## Treating Patients Who Have AUTISM - A Team Approach

Autistic disorder is the abnormal or impaired development in social interaction and communication coupled with a restricted repertoire of activity and interest. Manifestations of the disorder vary depending on the developmental level and chronological age of the individual. Dental treatment for patients with autism requires extra time and special care. Equipped with tips, tools, and a game plan, the dental team can provide a positive experience for patients with special needs.

### COURSE OBJECTIVES:

- Develop relationships with patients with autism
- Integrate family/caregiver input for successful visits
- Locate resources for accommodating patients with autism

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# LESLIE CANHAM CDA, RDA, CSP

Leslie Canham is a Certified Speaking Professional specializing in Infection Control, OSHA Compliance, Dental Practice Act, HIPAA regulations, and Accommodating Patients Who Are Disabled. In dentistry since 1972, Leslie has worked as dental assistant, treatment coordinator, and office manager. Leslie has since formed a successful business, Leslie Canham and Associates, LLC providing in-office training, mock-inspections, consulting, online training and webinars. Leslie's goal is to help the dental team navigate the sea of state and federal regulations by providing up to date and accurate information.

Leslie's live seminars have earned her the reputation as an outstanding speaker in dentistry. Governmental agencies and dental corporations hire Leslie to investigate safety issues and infection control breaches. She is recognized as a continuing education provider by the California Dental Board and the Academy of General Dentistry. She is also authorized by the Department of Labor as an OSHA Outreach Trainer.

## MEMBERSHIPS

- Academy of Dental Management Consultants
- California Association of Dental Assistant Teachers
- California Dental Assistants Association
- California Dental Association
- Dental Speaker Institute
- Dental Speakers Bureau
- National Speakers Association
- Organization for Safety, Asepsis and Prevention
- Speaking Consulting Network

## DENTAL BACKGROUND

Leslie began her career in dentistry in working as a dental assistant for her father, a dentist. Leslie's experience gives her firsthand knowledge of dental office operations from both the employee and employer perspective. Learning all aspects of running a dental office, Leslie gained an "in the trenches" understanding what it takes to work in both the administrative and clinical areas of a successful dental practice. When Leslie's father sold his dental practice in 1982, she worked as a temporary receptionist and assistant for several dentists. Soon the demand for her temporary services gave Leslie the idea to open a dental employment agency. Leslie recruited, interviewed and placed dentists, dental hygienists, dental assistants, and front office personnel in temporary and permanent jobs. Leslie was able to match the employee to the employer by her unique perspective of what employers and employees want from working together. Within six years Leslie sold her business and moved to northern California where she worked for a local dentist. When Leslie was assigned the task of "OSHA Coordinator", she immediately saw a need to simplify the complex regulations. One of her responsibilities was to set up and present the OSHA safety program. This presentation was the beginning of Leslie's speaking career.





## Leslie is hired year after year and her presentations are frequently presented on the webinar platform.

Leslie has a reputation for taking dry subject matter and presenting it in a fast-paced, entertaining manner. Leslie understands the responsibilities of the meeting planner and is eager to facilitate with whatever is needed. Many dental organizations hire her annually. Leslie maintains a high profile in the online dental community by her presence on internet based forums and publications. She has served as the moderator of the Infection Control forum on Dentaltown.com since 2003.

### COMMITTEES

**American Dental Association:** Consultant to the Council on Dental Practice as a Dental Team Advisory Panel member 2012, Dental Team Focus Group 2012-2015, and Guidelines for Practice Success (GPSTM) Subject Matter Expert, 2016-2018

**California Dental Assistants Association:** Government Relations Chair 2009-2011, State Director 1987-1988

**Dental Assisting Alliance:** Co-Chair 2009-2011

**California Dental Association:** Policy Development Council 2008-2009, Allied Dental Health Professional Committee

**Organization for Safety and Asepsis Procedures:** Planning Committee for OSAP Symposia, Nominating committee 2007, 2008, 2009, and Co-Chair 2010

**Dental Assisting National Board:** Test Construction Committee for National Infection Control Examination 2006, 2007, 2008, 2009, 2010

**San Fernando Valley Dental Assistants Association:** President, Employment Chairman, Treasurer, Budget Committee, Education Chairman 1983-1988

**Southern California Dental Assistants Association:** Benevolence Chairman 1986-1987

### PUBLICATIONS

Canham, L. *The First Step in Infection Control is Hand Hygiene*. Journal of the American Dental Assistants Association, 2011.

Canham, L. *Infection Control is in Your Hands*. Orthodontics Products, 2010

Canham, L. *Hand Hygiene for the Dental Professional*. Continuing education course, American Dental Assistants Association 2009

Canham, L. *Who's in charge of Infection Control?* Contemporary Dental Assistant Magazine November/December 2007

Canham, L. *Step Up Your Instrument Reprocessing Efficiency With Cassettes*. OSAP, Infection Control in Practice Newsletter Vol. 5, No. 4, May 2006

Dorst, J, Canham, L. *Infection Protection*. Orthodontics Products, October 2005

Canham, L. *Presentation on the Web OSHA for Dentistry and the Basic Elements of a Bloodborne Pathogen Program*. www.Dentaltown.com, online CE course

Canham, L. *Keep Yourself In Business: Protect Your Eyes*. OSAP, Infection Control in Practice Newsletter, Vol. 3, No. 2 February 2004



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"I love Leslie's authenticity and mastery of her topic. She is a joy."

—Paul Homoly, DDS



2018 PROUD MEMBER



Approved Pace Program Provider  
FAGD/MAGD Credit  
Approval does not imply acceptance by a state or provincial board of dentistry or AGD endorsement  
7/1/2016 to 6/30/2019  
Provider ID #309475



# CLIENTS (Partial List)

## California

Access Dental  
 Adventist Health (multiple)  
 Alameda County Dental Society  
 Bay Area Study Club (multiple)  
 Berkeley Dental Society  
 Butte-Sierra Dental Society (multiple)  
 California Association of Dental Assistant Teachers  
 California Association of Orthodontists  
 California Dental Association (multiple)  
 California Dental Expo (multiple)  
 California Society of Pediatric Dentistry  
 Central Coast Dental Society (multiple)  
 Chinese American Dental Society (multiple)  
 Concord Dental Society  
 Consolidate Tribal Health Project (multiple)  
 Continuing Education Dental Society (multiple)  
 Contra Costa County Dental Society  
 Delta Study Club (multiple)  
 Dental Integrators Association  
 Fresno –Madera Dental Society (multiple)  
 Gentle Dental (multiple)  
 Humboldt-Del Norte Dental Society (multiple)  
 Indian Dental Association of Southern California (multiple)  
 Irving Gold Foil Study Club  
 Karuke Tribal Health  
 Kern County Dental Society (multiple)  
 Marin County Dental Assistants Society (multiple)  
 Monterey Bay Dental Society  
 Northern California Dental Society (multiple)  
 Oral Facial Seminars (multiple)  
 Orange County Dental Society (multiple)  
 Pajaro Valley Children's Dental Group  
 Progressive Study Club (multiple)  
 Rancho Los Amigos Rehabilitation Center (multiple)  
 Redwood Empire Dental Society (multiple)  
 Sacramento District Dental Society (multiple)  
 San Diego County Dental Society (multiple)

San Fernando Valley Dental Hygiene Society (multiple)  
 San Fernando Valley Hispanic Dental Society  
 San Gabriel Valley Dental Assistant Association (multiple)  
 San Gabriel Valley Dental Society (multiple)  
 San Joaquin District Dental Society (multiple)  
 Sierra Study Club (component of Sacramento Valley Dental Hygiene Association) (multiple)  
 SmileCare  
 South Alameda Dental Society (multiple)  
 Southern California Filipino Dental Society  
 Southern California Oral Facial Study Club (multiple)  
 Southwestern College Dental Hygiene Program (multiple)  
 Stanislaus Dental Society (multiple)  
 Tri-County Dental Society (multiple)  
 Tulare-Kings Dental Society (multiple)  
 University of the Pacific Dugoni School of Dentistry  
 Veterans Administration Health Care Systems Dental Clinic (multiple)  
 Vietnamese American Dental Association (multiple)  
 West Los Angeles College (multiple)  
 Xcel Seminars (multiple)  
 Yosemite Dental Society (multiple)

## Corporations

CareCredit  
 Carestream  
 DentalTown-Farran Media  
 Hu-Friedy  
 Interdent  
 PureLife Dental  
 Smile Reminder  
 Sterisil  
 Trapezio  
 Crosstex  
 DentalPost.net

## National

Academy of General Dentistry  
 Academy of Laser Dentistry  
 American Association of Endodontists  
 American Association of Oral and Maxillofacial Surgeons (multiple)  
 American Association of Orthodontists (multiple)  
 American Dental Association (multiple)  
 Faran Media Daltown (multiple)  
 Pacific Coast Society of Orthodontists (multiple)  
 The Organization for Safety, Asepsis and Prevention (multiple)

## Other State/Local

Arizona Dental Association	Oregon Dental Association
Bernard Fialkoff Study Club	Pennsylvania Dental Association
Chicago Dental Society Mid Winter	Roanoke Valley Dental Society
Connecticut State Dental Association (multiple)	Smile Center Dental
Decatur District Dental Society	Smiles for Keeps
Inland Northwest Dental Conference	South Western Idaho Dental Society
Kansas Dental Association	Southern Willamette Dental Society
Lane County Dental Society	Star of the North Meeting
Maine Dental Association	Star of the South Dental Meeting
Mid-Continent Dental Meeting	Texas Dental Association
Minnesota Dental Hygienist Association	Virginia State Dental Association
New Mexico Dental Association	Wichita District Dental Society (multiple)
Nueces Valley District Dental Society	

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