**Letter Templates for Medical and/or Dental Providers to Raise Awareness of Kindergarten Oral Health Assessment**

**NOTE: There are three templates in this package addressed to:**

1. **Medical providers (e.g. Primary care, OB/GYNs, Comprehensive Perinatal Services Program, school nurses (if not already covered by templates to school administrators, etc.)**
2. **Medical and dental providers at Federally Qualified Health Centers (FQHC)**
3. **Dental societies**

**The highlighted and bracketed sections highlight where you can customize the message depending on your County.**

---

**Template addressed to medical providers (e.g. Primary care, OB/GYNs, Comprehensive Perinatal Services Program, school nurses (if not already covered by templates to school administrators, etc.)**

Dear [medical provider, if you have the doctor’s name great. If not, maybe say “medical providers at XX practice/office],

The [XX] County Health Department appreciates all you do to keep our families healthy. I am writing to share that we have an oral health community improvement plan [if you have a hyperlink, could include here, or else fine to skip] that seeks to ensure that children and pregnant individuals in particular have good oral health. Given the higher frequency of times children and pregnant individuals may visit your practice (vs. going to the dentist), we wanted you to be aware of several resources that could be helpful to share to make sure your patients better understand the relationship between oral health and overall health.

Students who are entering kindergarten or 1st grade for the first time must turn in a [Kindergarten Oral Health Assessment form](https://www.ab1433.org/assets/KOHA_Assessment_Form_508_7.2022_ADA.pdf?utm_source=SCOHR&utm_medium=Reporting&utm_campaign=Forms) (KOHA) when enrolling into school. For families with children about to enter kindergarten or 1st grade, we would appreciate any encouragement your office can provide in reminding families to take their child to a dental provider to complete the KOHA form. For families with children about to enter kindergarten, we would appreciate any encouragement your office may provide to remind families to also take their child to a dental provider to complete the KOHA form. If a child is enrolled in Medi-Cal and does not yet have a regular dental provider, below are a list of resources that could be shared for assistance. [*You could add any county-specific resources to the list below.]*

For pregnant individuals, we strongly encourage medical providers to recommend that these individuals visit their dental provider for regular preventive care or treatment if needed. Dental care during pregnancy is safe and provides an opportunity for soon-to-be-parents to learn how to provide care for their child after they are born. If a patient is a Medi-Cal member but does not have a regular dental provider, a dentist directory is among the resources listed below.

Your role in helping promote oral health will contribute to greater overall health outcomes for our community. Please contact [insert best representative here] if you have any questions about the oral health community improvement plan or resources shared.

Sincerely,

[Local Health Department Director and/or Local Oral Health Program representative(s)]

Resources:

[Any county-specific resources such as your oral health community improvement plan]

Medi-Cal Members Needing Help Finding a Dentist: visit <https://smilecalifornia.org/find-a-dentist/> or call the Telephone Service Center, 1-800-322-6384.

Medi-Cal Covers Dental During Pregnancy, <https://smilecalifornia.org/wp-content/uploads/2020/02/Brochure-for-Pregnant-Members-English.pdf>

---

**Template addressed to medical and dental providers at Medical and dental providers at Federally Qualified Health Center (FQHC)**

Dear [Medical and Dental Director at FQHC, or just medical director if no on-site dental services],

The [XX] County Health Department appreciates all you do to keep our families healthy. I am writing to make you aware of our oral health community improvement plan [if you have a hyperlink, could include here, or else fine to skip], that seeks to ensure that children and pregnant individuals in particular, have good oral health. Given that children and pregnant individuals receive services at your federally qualified health center, [*could add this if applicable:* and especially since your FQHC provides dental services,] we wanted to share several resources that could be helpful in raising patient awareness of the relationship between oral health and overall health.

Students who are entering kindergarten or 1st grade for the first time must turn in a [Kindergarten Oral Health Assessment form](https://www.ab1433.org/assets/KOHA_Assessment_Form_508_7.2022_ADA.pdf?utm_source=SCOHR&utm_medium=Reporting&utm_campaign=Forms) (KOHA) when enrolling into school. For families with children about to enter kindergarten or 1st grade, we would appreciate any encouragement you can provide in reminding families to take their child to a dental provider to complete the KOHA form. [*Add one of the two choices depending on if the FQHC you are sending this letter to has a dental clinic on site*]:

1. If dental is provided at the FQHC:

Our oral health community improvement plan is committed to increasing the number of children entering kindergarten who fill out and submit a KOHA form. Data from this form will help ensure children have established dental homes and provide our county and state a more accurate picture of the oral health needs of our community. For more information about the Kindergarten Oral Health Assessment, please visit <https://www.cda.org/Home/Public-Health/Kindergarten-Oral-Health-Requirement>.

OR

1. If dental is not provided at the FQHC:

If a child is enrolled in Medi-Cal but does not yet have a regular dental provider, below are a list of resources that could be shared for assistance. [*You could add any county-specific resources to the list below*.]

For pregnant individuals, we strongly encourage medical providers to recommend that these individuals visit their dental provider for regular preventive care or treatment if needed. Dental care during pregnancy is safe and provides an opportunity for soon-to-be parents to learn how to provide care for their child once they are born. [*Insert this sentence if the FQHC you are sending this letter to does not provide dental services:* If a patient does not have a regular dental provider and is a Medi-Cal member, resources are listed below.]

Your role in helping promote oral health will contribute towards better overall health outcomes for our community. Please contact [insert best representative here] if you have any questions about the oral health community improvement plan.

Sincerely,

[Local Health Department Director and/or Local Oral Health Program representative(s)]

Resources:

[Any county-specific resources]

Medi-Cal Members Needing Help Finding a Dentist: visit <https://smilecalifornia.org/find-a-dentist/> or call the Telephone Service Center, 1-800-322-6384.

Medi-Cal Covers Dental During Pregnancy, <https://smilecalifornia.org/wp-content/uploads/2020/02/Brochure-for-Pregnant-Members-English.pdf>

---

**Template addressed to dental societies**

Dear [enter name of Dental Society Executive Director here],

The [XX] County Health Department appreciates all you do to keep our families’ oral health strong. I am writing to make you aware of our oral health community improvement plan [if you have a hyperlink, could include here, or else fine to skip], that seeks to ensure that children have good oral health.

Students who are entering kindergarten or 1st grade for the first time must turn in a [Kindergarten Oral Health Assessment form](https://www.ab1433.org/assets/KOHA_Assessment_Form_508_7.2022_ADA.pdf?utm_source=SCOHR&utm_medium=Reporting&utm_campaign=Forms) (KOHA) when enrolling into school. For families with children about to enter kindergarten or 1st grade, we would appreciate any encouragement your office can do to support dental providers in reminding families to take their child to a dentist to complete the KOHA form. Increasing compliance with the Kindergarten Oral Health Assessment will provide the following critical and actionable information:

1. Ensures that a child who is screened receives urgent care if needed;
2. Determines if a child has an already established dental home, and if not, provides resources to find one;
3. Provides data to our county about the state of school-age children’s dental health, including the prevalence of cavities; and
4. Provides data to our state dental director that helps inform that sufficient resources are allocated equitably to meet demonstrated needs in our communities.

To increase compliance with KOHA, we would appreciate your support in encouraging your members to support families who need assistance in completing a KOHA form for their child. We expect parents will be given this form by their school to bring to their respective dental offices as it must be filled out by a dentist. All the forms and KOHA relevant information can be found here:

* <https://www.ab1433.org/home/overview>
* <https://www.cda.org/Home/Public-Health/Kindergarten-Oral-Health-Requirement>

Your continued leadership to promote optimal oral health will help contribute to better overall health outcomes for our community. Please contact [insert best representative here] if you have any questions about KOHA or the oral health community improvement plan.

Sincerely,

[Local Health Department Director and/or Local Oral Health Program representative(s)]