

## 2025-2026 All Kids School Based Dental Program Provider Checklist

To participate in the Illinois All Kids School Based Dental Program, providers must:

- \_\_\_\_\_ 1. Submit a **completed** All Kids School-Based Dental Program Provider Registration Application for approval.
- \_\_\_\_\_ 2. Attend mandatory school provider training teleconference, as requested by Healthcare and Family Services (HFS).
- \_\_\_\_\_ 3. Be enrolled and be in good standing as a participating dental provider with HFS.
- \_\_\_\_\_ 4. Send the IL Department of Public Health (IDPH) information for the Teamup Calendar and **keep it current at all times**.
  - a. Send email notification to <mailto:DPH.OralHealth@illinois.gov> regarding any changes made.
- \_\_\_\_\_ 5. Obtain consent form for each student.
- \_\_\_\_\_ 6. Complete dental record for each student.
- \_\_\_\_\_ 7. Complete IDPH Proof of School Dental Examination Form as needed for each student (Kindergarten, 2<sup>nd</sup> grade, 6<sup>th</sup> grade, and 9<sup>th</sup> grade).
- \_\_\_\_\_ 8. Complete School Exam Follow-Up Care Form, which includes the Referral Plan information, to be sent home with each student.
- \_\_\_\_\_ 9. Submit claims with appropriate CDT codes, appropriate place of service, and appropriate Caries Risk Assessment score.
- \_\_\_\_\_ 10. D1999 with a dollar amount of zero (\$0.00) should be billed on each claim when services are rendered by a Public Health Dental Hygienist.

### PLEASE NOTE:

Providers are not able to provide services in the school setting until they receive an approval certificate from HFS and IDPH has confirmed receipt of Team Up Calendar.

Site visits will be conducted by IDPH on behalf of the HFS to ensure all safety and quality control protocols are being adhered to.

Audits may be conducted to confirm that the school-based provider has made best efforts to ensure necessary member follow-up.