

COURSE SYLLABUS



COURSE TITLE: DENA 110 – Professionalism 1

CLASS SECTION: X01

TERM: F2024

COURSE CREDITS: 1.5

DELIVERY METHOD(S): Lecture

Camosun College campuses are located on the traditional territories of the Ləkʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. Learn more about Camosun's [Territorial Acknowledgement](#).

INSTRUCTOR DETAILS

NAME: Kim Stonehouse

EMAIL: stonehousek@camosun.ca

OFFICE: Dental 002

HOURS: Mondays: 4:00 pm- 5:15 pm, Wednesdays 3:00 pm- 5:15 pm

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

Students are introduced to the dental profession, the fundamental principles of professionalism, and the evolving scope of practice for the Certified Dental Assistant in relation to the dental team and client management. Concepts of professional practice and empowerment are explored.

PREREQUISITE(S): n/a

CO-REQUISITE(S): n/a

PRE/CO-REQUISITE(S): n/a

COURSE DELIVERY

ACTIVITY	HOURS / WEEK	# OF WEEKS	ACTIVITY HOURS
Lecture	1.5	14	21
Seminar			
Lab / Collaborative Learning			
Supervised Field Practice			
Workplace Integrated Learning			
Online			
		TOTAL HOURS	21

Additional Delivery Information:

Final Exam (Units 1,2 & 3) – Week 15

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course a student will be able to:

1. demonstrate, at an introductory level, professional communication skills that are appropriate to the audience and purpose.
2. demonstrate the ability to contribute to and promote the effective functioning of the team.
3. apply critical thinking skills to problem solving and decision making within the practice of dentistry.
4. identify and reflect on own learning style and needs as they pertain to ongoing professional development.
5. report on a dental issue using evidence-based materials and research.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

CDA Alliance Professional Association - Student Membership (Cost \$50)

Robinson, D.S. (2024). *Modern dental assisting* (14th ed.). Elsevier.

Robinson, D.S. (2024). *Student workbook for modern dental assisting* (14th ed.). Elsevier.

DENA 150 Clinic Manual 2024/2025

DENA 110 Course Pack

Student Handbook - Link found below under School or Departmental Information

Distributed additional resources and handouts

Plus use of the following websites:

www.oralhealthbc.ca

www.cdaalliance.ca

www.cdaa.ca

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

Lectures: Mondays 2:30-3:50pm Fisher 202

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
Week 1	Academic Integrity Course on-line	
Week 2	Unit 2: Certified Dental Assisting & Professionalism	
Week 3	Unit 2: Professional Organizations	

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
Week 4	Research Paper workshop	
Week 5	Defining learning styles and strategies	
Week 6	Unit 2: Dentistry and the Law	
Week 7	Unit 1: The History of Dentistry	
Week 8	Unit 2: Ethics	
Week 9	Unit 1: Members of the Dental Profession	
Week 10	Exam 1 (Units 1 & 2)	
Week 11	Unit 2: Ethical Dilemmas	
Week 12	Camosun Interdisciplinary Event	Please note it is Sunday, November 17 th .
Week 13	Unit 3: Communication	
Week 14	Unit 3: Working with others	
Week 15	Final Exam (Units 1, 2 & 3)	

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams). <https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams>

EVALUATION OF LEARNING

NOTE: minimum passing grade for this course is B- or 70% OR COM

DESCRIPTION	WEIGHTING
Assignments Academic Integrity Course– 5% Research Paper – 20% Ethical Dilemmas– 5% Interdisciplinary Activity – 5% Workbook Chapters X 4 – 5%	40%
Attendance, Class Participation & Professional Conduct	10%
Examinations Quiz 1 – 5% Exam 1 – 20% Final Exam (all units) – 25%	50%
	TOTAL
	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf) policy for more information. <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf>

Note: Students must receive 70% in both the assignment and the examination portions of the overall class mark for successful completion of DENA 110.

COURSE GUIDELINES & EXPECTATIONS

Please refer to the student handbook for information regarding supplemental exams.

SCHOOL OR DEPARTMENTAL INFORMATION

Students are required to read and are accountable for following College policies and guidelines as described in the CDA and HHS Student Handbooks.

[CDA Student Handbook](#)

[HHS Student Handbook](#)

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit camosun.ca/services.

Support Service	Website
Academic Advising	<u>camosun.ca/services/academic-supports/academic-advising</u>
Accessible Learning	<u>camosun.ca/services/academic-supports/accessible-learning</u>
Counselling	<u>camosun.ca/services/health-and-wellness/counselling-centre</u>
Career Services	<u>camosun.ca/services/co-operative-education-and-career-services</u>
Financial Aid and Awards	<u>camosun.ca/registration-records/financial-aid-awards</u>
Help Centres (Math/English/Science)	<u>camosun.ca/services/academic-supports/help-centres</u>
Indigenous Student Support	<u>camosun.ca/programs-courses/iecc/indigenous-student-services</u>
International Student Support	<u>camosun.ca/international</u>
Learning Skills	<u>camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</u>

Support Service	Website
Library	camosun.ca/services/library
Office of Student Support	camosun.ca/services/office-student-support
Ombudsperson	camosun.ca/services/ombudsperson
Registration	camosun.ca/registration-records/registration
Technology Support	camosun.ca/services/its
Writing Centre	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc.). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<https://camosun.ca/services/academic-supports/accessible-learning>

Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit

<https://camosun.ca/registration-records/tuition-fees#deadlines>.

Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <https://camosun.ca/sites/default/files/2021-07/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and camosun.ca/services/sexual-violence-support-and-education. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-370-3841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.