



# CAMOSUN COLLEGE

School of Health and Human Services (HHS)

Department: Dental Programs



[Camosun.ca/hhs-handbook](http://camosun.ca/hhs-handbook)

## DENA 150 Dental Assisting Practice 1

Fall 2019

### COURSE OUTLINE

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The course description is available on the web:  
<http://camosun.ca/learn/calendar/current/web/dena.html#dena150>

*Ω Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.*

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#### 1. Instructor Information

- (a) **Instructor** Shelley Melissa, Melody Weimer, Sandra Woodrow, Meagan Rumsby
- (b) **Office hours** By Appointment
- (c) **Location** Clinic, Dental Building
- (d) **Phone** N/A **Alternative:** N/A
- (e) **E-mail** Use D2L Site
- (f) **Website** <http://camosun.ca/learn/programs/certified-dental-assistant/our-staff.html>

#### 2. Course Description & Intended Learning Outcomes

This course provides practice opportunities for clinical support, laboratory procedures, basic restorative procedures, and direct client care. Students integrate the concepts of professional conduct, safe practice, and effective communication with their theoretical knowledge of dental science and preventive dental health during dental assisting practice.

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

- a) apply the principles of infection control in dental assisting practice.
- b) demonstrate appropriate professional conduct in the clinical setting.
- c) apply critical thinking skills to problems and decision-making during clinical practice.
- d) demonstrate effective communication skills with clients and the dental team.
- e) prepare, utilize and maintain dental armamentarium for basic dental assisting practice.
- f) perform basic dental assisting skills effectively and safely.
- g) accurately complete and manage basic dental records.

### 3. Required Materials

a) Texts:

Bird, D.L. & Robinson D.S. (2018) Modern Dental Assisting, (12<sup>th</sup> edition). St. Louis, Missouri: Elsevier Saunders

Bird, D. L., & Robinson D. S. (2018) Student Workbook for Modern Dental Assisting, (12<sup>th</sup> edition) St Louis, Missouri, Elsevier Saunders.

Iannucci, J. M. & Howerton, L. J. (2017). Dental Radiography, Principles and Techniques (5<sup>th</sup> edition). St. Louis, Missouri: Elsevier Saunders.

Wilkins, E.M., Wyche, & C.J., Boyd, L. D. (2016). Selected chapters from Clinical Practice of the Dental Hygienist: Intraoral Preventive Procedures and Practicum. Philadelphia, PA: Wolters Kluwer.

b) Other:

Dentoform

Lab Kit

Clinic Manual

Distributed additional resources and handouts

### 4. Course Content and Schedule

Credits	5.0
Number of Weeks	15
Total hours/week	18.5
Total hours	277.5
Theory/lab-clinic/seminar/practicum hours per week	0/17/1.5/0
Days/hours	Mon 8:00-11:50, Tues 1:00-5:50 Wed 8:00-11:50 and Thurs 1:00-4:50
Course content	<p>This course provides practice opportunities for clinical support, laboratory procedures, basic restorative procedures, and direct client care. Students integrate the concepts of professional conduct, safe practice, and effective communication with their theoretical knowledge of dental science and preventive dental health during dental assisting practice.</p> <p>Clinic Manual: SECTION 1: CLINICAL SUPPORT PROCEDURE GUIDELINES SECTION 2: CLINICAL CARE PROCEDURE GUIDELINES SECTION 3: LABORATORY PROCEDURE GUIDELINES SECTION 4: COMMUNITY SECTION 5: DENTAL OFFICE MANAGEMENT</p>
Weekly schedule	Refer to D2L

## 5. Basis of Student Assessment (Weighting)

In order to be successful in DENA 150,

Students MUST:

1. Successfully complete all required assessments and assigned exercises; and
2. Complete all clinical quizzes with a minimum grade of 70%

## 6. Grading System

- Standard Grading System (GPA)
- Competency Based Grading System

## 7. Recommended Materials to Assist Students to Succeed Throughout the Course

This information will be provided at the beginning of the semester.

## 8. College Supports, Services and Policies

### Immediate, Urgent, or Emergency Support



If you or someone you know requires immediate, urgent, or emergency support (e.g., illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts:

<http://camosun.ca/about/mental-health/emergency.html> or  
<http://camosun.ca/services/sexual-violence/get-support.html#urgent>

### College Services

Camosun offers a variety of health and academic support services, including counselling, dental, centre for accessibility, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit Student Services at <http://camosun.ca/services/>

### College Policies

Policies are available on the College website at <http://camosun.ca/about/policies/>

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies.

Education and academic policies include, but are not limited to, [Academic Progress](#), [Admission](#), [Course Withdrawals](#), [Student Appeals](#), Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, and Student Penalties and Fines.

### Student Conduct Policy

There is a [Student Conduct Policy](#). It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College website.

### A. GRADING SYSTEMS

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf#page=2>

The following two grading systems are used at Camosun College:

### 1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-	Minimum passing grade for Dental courses	4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F		0

### 2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes.

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

## B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://www.camosun.bc.ca/policies/E-1.5.pdf#page=4> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.