



# CAMOSUN COLLEGE

School of Health and Human Services (HHS)

Department: Dental Programs



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

DENA 171 Practicum I

Fall 2019

## COURSE OUTLINE

---

The course description is available on the web:  
<http://camosun.ca/learn/calendar/current/web/dena.html#dena171>

*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.*

---

### 1. Instructor Information

- (a) **Instructor** Sandra Woodrow
- (b) **Office hours** By appointment
- (c) **Location** D002
- (d) **Phone** 250-370-3188 **Alternative:** [Click or tap here to enter text.](#)
- (e) **E-mail** woodrows@camosun.bc.ca
- (f) **Website** <http://camosun.ca/learn/school/health-human-services/faculty/dental/woodrow.html>

### 2. Course Description & Intended Learning Outcomes

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

1. Describe the CDA skills, responsibilities, and scope of practice as observed in the dental setting
2. Describe the skills and responsibilities of the dental team in the clinical setting
3. Identify characteristics of an effective CDA as a team member in the dental setting
4. Use appropriate dental-related vocabulary with team and clients and within observational reports
5. Demonstrate, at an introductory level, appropriate professional conduct in the dental setting
  - a. Demonstrate appropriate and professional dress and workplace behaviour in the dental setting.
  - b. Communicate in a professional manner with the dental team and clients.
  - c. Be accountable for own actions, decisions and professional development, in selective situations.

6. Observe and/or perform selected CDA duties as determined and supervised by the dental team in the practicum setting

### 3. Required Materials

(a) Texts:

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

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

(b) Other:

Practicum Dental Office Evaluation  
Practicum Handbook  
Practicum Guidelines & Journal

### 4. Course Content and Schedule

Credits	1.0
Number of Weeks	1
Total hours/week	Up to 24
Total hours	Up to 24
Theory/lab-clinic/seminar/practicum	0/0/0/up to 24
Days/hours	Tues, Wed & Thurs/hours based on individual offices
Course content	Observe and/or perform selected CDA duties as determined and supervised by the dental team in the practicum setting
Weekly schedule	Refer to D2L

### 5. Basis of Student Assessment (Weighting)

Competency Based Grading System

### 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 prior to the start of the practicum.

## 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.