

# COURSE SYLLABUS



Camosun College campuses are located on the traditional territories of the Ləkʷəŋən and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

TERM: Fall 2020  
 COURSE & SECTION: DENA 110-X01  
 COURSE TITLE: Professionalism 1  
 SECTION DETAILS: Monday 2:30pm – 3:50pm | via D2L Collaborate  
 INSTRUCTOR: Angela Cox | D002 | [CoxA@camosun.bc.ca](mailto:CoxA@camosun.bc.ca)  
 OFFICE HOURS: By Appointment

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.

Camosun College will continue to follow the guidance of the Provincial Health Officer, the B.C. Government and WorkSafeBC, and as such may revise the delivery of courses. Courses with an approved face-to-face component may need to move to online or remote delivery if necessary.

The COVID-19 pandemic has presented many challenges, and Camosun College is committed to helping you safely complete your education. Following guidelines from the Provincial Health Officer, WorkSafe BC and the B.C. Government to ensure the health and wellbeing of students and employees Camosun College is providing you with every possible protection to keep you safe including COVID Training for students and employees, health checks, infection control protocols including sanitization of spaces, PPE and ensuring physical distancing. Please refer to: <http://camosun.ca/covid19/faq/covid-faqs-students.html> However, if you're at all uncomfortable being on campus, please share your concerns with your Instructor and if needed, alternatives will be discussed.

## COURSE 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.

|                          |  |                          |  |                                     |   |
|--------------------------|--|--------------------------|--|-------------------------------------|---|
| <input type="checkbox"/> | <p><b>Synchronous delivery:</b><br/>                 Courses will be completely online with online scheduled meetings and expectations for remote student participation. There will be meeting times but not on campus. Students will be expected to manage time zone differences for scheduled online activities.</p> | <input type="checkbox"/> | <p><b>Asynchronous delivery</b><br/>                 Courses will be completely online with no set meeting schedules. Students may participate from any time zone or anywhere in the world. All evaluation will be managed remotely.</p> | <input checked="" type="checkbox"/> | <p><b>Blended delivery:</b><br/>                 A mixed delivery of both synchronous and asynchronous.</p> |
|--------------------------|--|--------------------------|--|-------------------------------------|---|

Course Credits: 2  
 Prerequisite(s):  
 Corequisite(s):  
 Pre/Corequisite(s):  
 Exclusion(s):

### 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                        |                    |            |                |
|                               | <b>TOTAL HOURS</b> |            | <b>21</b>      |

Additional Delivery information:  
 Final Exam – Week 16

### LEARNING OUTCOMES

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

- a. Demonstrate, at an introductory level, professional communication skills that are appropriate to the audience and purpose.
- b. Demonstrate the ability to contribute to and promote the effective functioning of the team.
- c. Apply critical thinking skills to problem solving and decision making within the practice of dentistry.
- d. Identify and reflect on own learning style and needs as they pertain to ongoing professional development.
- e. Report on a dental issue using evidence-based materials and research.

### REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Bird, D. L., & Robinson, D. S. (2021). Modern dental assisting (13<sup>th</sup> ed.). St. Louis, Missouri: Elsevier.

Bird, D. L., & Robinson, D. S. (2021). Student workbook for modern dental assisting (13<sup>th</sup> ed.). St. Louis, Missouri: Elsevier.

DENA 110 Course Pack  
 Student Handbook | Link provided as needed  
 Distributed additional resources and handouts

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

|                                |
|--------------------------------|
| ACTIVITY                       |
| Refer to D2L for schedule      |
| Unit 1 – The Dental Profession |

|   |
|---|
| Unit 2 – Certified Dental Assisting & Professionalism |
| Unit 3 – Working with Others & Communication          |

**STUDENT EVALUATION**

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

| DESCRIPTION  |                 | WEIGHTING    |
|--|-----------------|--------------|
| Assignment 1   | CDA Profession  | 10%          |
| Assignment 2   | Ethical Dilemma | 15%          |
| Assignment 3   | Research Paper  | 20%          |
| Attendance, Class Participation & Professional Conduct   |                 | 10%          |
| Exam 1   |                 | 20%          |
| Final Exam   |                 | 25%          |
| If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. If you wish to dispute a final grade you have received, please refer to the <a href="#">Grade Appeal Policy</a> . |                 | <b>TOTAL</b> |
|  |                 | 100%         |

**SCHOOL, DEPARTMENT, OR PROGRAM PROCEDURES, REQUIREMENTS, AND STANDARDS**

More information available on D2L

**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 <http://camosun.ca/services/>.

|                                     |   |
|-------------------------------------|---|
| Academic Advising                   | <a href="http://camosun.ca/services/academic-advising/">http://camosun.ca/services/academic-advising/</a>   |
| Accessible Learning                 | <a href="http://camosun.ca/services/accessible-learning/">http://camosun.ca/services/accessible-learning/</a>   |
| Counselling                         | <a href="http://camosun.ca/services/counselling-centre/">http://camosun.ca/services/counselling-centre/</a>   |
| D2L Support                         | <a href="mailto:desupport@camosun.ca">desupport@camosun.ca</a>  |
| Financial Aid and Awards            | <a href="http://camosun.ca/services/financial-aid/">http://camosun.ca/services/financial-aid/</a>   |
| Help Centres (Math/English/Science) | <a href="http://camosun.ca/services/help-centres/">http://camosun.ca/services/help-centres/</a>   |
| Indigenous Student Support          | <a href="http://camosun.ca/learn/school/indigenous-education-community-connections/">http://camosun.ca/learn/school/indigenous-education-community-connections/</a> |
| International Student Support       | <a href="http://camosun.ca/international/">http://camosun.ca/international/</a>   |
| Learning Skills                     | <a href="http://camosun.ca/services/writing-centre/learning-skills">http://camosun.ca/services/writing-centre/learning-skills</a>                                   |

|                           |   |
|---------------------------|---|
| Library                   | <a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>                 |
| Office of Student Support | <a href="http://camosun.ca/services/student-support/">http://camosun.ca/services/student-support/</a> |
| Ombuds                    | <a href="http://camosun.ca/about/ombudsman/">http://camosun.ca/about/ombudsman/</a>                   |
| Registration              | <a href="http://camosun.ca/services/registration/">http://camosun.ca/services/registration/</a>       |
| Technology Support        | <a href="http://camosun.ca/services/its/">http://camosun.ca/services/its/</a>                         |
| Writing Centre            | <a href="http://camosun.ca/services/writing-centre/">http://camosun.ca/services/writing-centre/</a>   |

If you have an urgent mental health concern, please contact **Counselling**. Urgent counselling sessions are available daily at both campuses during business hours. If you have an emergency or need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

## 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.

## STATEMENTS: POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

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.

## COLLEGE-WIDE POLICIES

### Academic Accommodations for Students with Disabilities

The College is also committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, anxiety, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs and create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate accommodations you need without disclosing your diagnosis or condition to course instructors. If you need to request academic accommodations, you can contact CAL at: [accessible@camosun.ca](mailto:accessible@camosun.ca) or by phone at 250-370-3312 (Lansdowne) or 250-370-4049 (Interurban). Visit <http://camosun.ca/services/accessible-learning/> for more information.

### Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/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 <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

### Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the “Attendance” section under “Registration Policies and Procedures” (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### 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 <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Student Code of Conduct (Academic and 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 Conduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College’s expectations of academic integrity and student behavioural conduct.

CHAIR REVIEW DATE: Sept 3, 2020 Mandy Hayre

TEMPLATE VERSION: 2020.1

**Changes to this Course 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.